



BRANDON SCHOOL DIVISION

September 18, 2013

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

TO BE HELD MONDAY, SEPTEMBER 23, 2013
7:00 P.M.

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere
Acting Secretary-Treasurer

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

1.03 Adoption of Minutes of Previous Meetings

- a) Regular Board Meeting, September 9, 2013.
Adopt.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

2.02 Reports of Committees

- | | |
|---|--------------|
| a) Facilities and Transportation Committee Meeting | D. Karnes |
| b) Divisional Futures and Community Relations Committee Meeting | P. Bowslaugh |
| c) Other – Welcome Back Breakfast | M. Sefton |

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

- a) Floyd Martens, President, Manitoba School Board Association, September 11, 2013, acknowledging receipt of the Board's letter reiterating its concerns about process issues regarding the Extended Health Benefits Plan and requesting a meeting with the MSBA Executive. He notes the MSBA recognizes and accepts that it erred in not communicating directly with its member school boards around the development of this new extended health benefits program. They have taken steps to remedy this situation by including board chairs in all further correspondence regarding the plan. Working with the plan sponsor they have also addressed the implementation concerns which school boards and divisional staff have raised with the association. He has followed up as Association president with a phone call to each of the board chairs in question with respect to letters sent expressing concerns about the MSBA's communication process, or about some aspect of the plan. Therefore, he understands that concerns voiced earlier about processes and plan implementations have been successfully addressed at this point. With respect to the Board's request to meet with the MSBA Executive to "discuss the situation and attempt to resolve our differences", Mr. Martens notes he and the Region 1 Director and one of the Association's Vice-Presidents will make themselves available to meet with the Brandon School Division Board of Trustees to discuss the matter.

Refer MSBA Issues.

- b) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, Ken Klassen, Executive Director, Manitoba Association of School Superintendents, September 10, 2013, regarding a project which will undertake a province-wide study to explore the policies and practices that Manitoba schools and school divisions are employing to address inequity among students and families in their communities. The research will attempt to inventory what education partners are doing now and what is working well to ensure more equal learning opportunities and greater success rates for students living in economically challenged circumstances. A portion of the study will focus on the particular needs of Aboriginal students and families who are among the most impoverished and vulnerable populations in our province. The information gathering phase of this research project is scheduled to begin in the fall of 2013. They hope that the school division will commit to participation in this important work and request confirmation of the division's intent.

Refer Business Arising.

2.05 Business Arising**- From Previous Delegation****- From Board Agenda**

- a) Correspondence from Carolyn Duhamel, Executive Director, Manitoba School Boards Association, Ken Klassen, Executive Director, Manitoba Association of School Superintendents, from Communications for Action 2.04b), regarding a project which will undertake a province-wide study to explore the policies and practices that Manitoba schools and school divisions are employing to address inequity among students and families in their communities and asking the school division to participate.

- MSBA issues (last meeting of the month)

- a) Correspondence from Floyd Martens, President, Manitoba School Board Association, from Communications for Action 2.04a), acknowledging receipt of the Board's letter reiterating its concerns about process issues regarding the Extended Health Benefits Plan and requesting a meeting with the MSBA Executive. Mr. Martens notes he and the Region 1 Director and one of the Association's Vice-Presidents will make themselves available to meet with the Brandon School Division Board of Trustees to discuss the matter.

- From Report of Senior Administration

- a) School Reports – J.R. Reid and Betty Gibson School.
- b) Learning Support Services Presentation – NIL.
- c) Items from Senior Administration Report –
 - Head Teachers – Refer to Motions.
 - Trustee Inquiries
 - Part B Response to Trustee Ross' Inquiry – August 26, 2013.

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

- 110/2013 That the people recommended by the Principals of the schools for the position of Head Teachers for the 2013/2014 school year be approved as identified in the Report of the Senior Administration.
- 111/2013 That the appointment of HSB Engineering Inc. as Consultant for the Riverview School Phase II Furnace Replacement Project, be approved, subject to approval by the Public Schools Finance Board.
- 112/2013 That the appointment of MCM Architects Inc., as Consultant for the George Fitton School 20K3 Two Classroom Renovation of Existing Gym Project, be approved, subject to approval by the Public Schools Finance Board.
- 113/2013 That the appointment of MCM Architects Inc., as Consultant for the Meadows School 20K3 Three Classroom Addition Renovation, be approved, subject to approval by the Public Schools Finance Board.
- 114/2013 That the request of the Brandon First, to use Kirkcaldy Heights School building, bus transportation and drivers, for the Royal Canadian Legion National Youth Track & Field Championship in August of 2017 and 2018 be approved subject to satisfactory arrangements with the Director of Facilities and Transportation.

2.08 Bylaws**2nd Reading**

That By-law 6/2013 being a by-law for the purpose of amending part II of By-Law 1/2011, to make changes under "Meetings of the Board" of Trustees to include a statement regarding inclement weather and notice of cancellation of the meeting having first been read September 9, 2013, be now read for the second time.

2.09 Giving of Notice

2.10 Inquiries

- Trustee Inquiries

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Receive and File.

3.02 Communications for Information

- a) Jan Sanderson, Deputy Minister of Children and Youth Opportunities, Gerald Farthing, Deputy Minister of Education, Cindy Stevens, Deputy Minister of Healthy Living, Seniors and Consumer Affairs, dated August, 2013, and enclosing a copy of *Growing Up OK!*, a new puberty resource tailored to children ages 9-12. This new resources was developed for children in grades 4-7 and may support teachers in delivering the Grade 5 and 7 Physical Education/Health Education sexual health outcomes as well as support school counselors in working with students. It may also assist parents in teaching and discussing this topic with their children. Although the delivery of the PE/HE curriculum is mandatory, human sexuality is potentially sensitive content and is subject to a parental option provisions. A parental option allows parents to choose a school-based or alternative delivery method of the sexual health portion of the PE/HE curriculum for their child where the content is in conflict with family, religious and/or cultural values. School Divisions that use this resource should communication with parents regarding its use and its content as per local policy. *Growing Up OK!* Is available on online at www.manitoba.ca/healthychil/publiciations

Refer Office of Superintendent.

- b) Alexis Sukaroff, City Clerk's Office, City of Brandon, dated September 9, 2013, noting that at its September 3, 2013 meeting City Council appointed the following members of Count to the Joint Task Force Committee with terms of office to expire October 24, 2014:

Councillor Jeff Fawcett
Councillor Jan Chaboyer
Councillor Len Isleifson

Refer Secretary-Treasurer's Department.

- c) Naomi Kruse, Executive Director, Manitoba Association of Parent Councils, September 6, 2013, addressed to Dr. Michaels, Superintendent, Brandon School Division, expressing appreciation to the School Division the their 2013-2014 membership. They note membership provides access to support, skills and resources offered by the organization. They will be sending a letter of welcome to each school outlining the resources offered and invite members of the parent councils to consider nominating an individual for the MAPC Board of Directors as they strengthen parental involvement in Manitoba's education system.

Receive and File.

- d) Darryl Gervais, Director, Instruction Curriculum and Assessment Branch, Manitoba Education, September, 2013, noting Manitoba Education is pleased to present the online document *Education for Sustainable Development Leadership Council: Creating a Sustainable Future Together*. The document is intended to provide information about the Education for Sustainable Development (ESD) Leadership Council and the commitments it is undertaking toward ensuring that ESD is infused into pre-school and Kindergarten to Grade 12 Education in Manitoba. It also includes suggestions for how school leaders and educators can work together to achieve a sustainable future. Please share this information with your teachers and encourage them to visit the website.

Refer Superintendent's Office.

- e) Darryl Gervais, Director, Instruction, Curriculum and Assessment Branch, Manitoba Education, September, 2013, noting Manitoba Education is pleased to release the document entitled *Evaluating Non-Manitoba Education Course Completions for Senior Year Credits: A guide for School Administrators*. This document replaces *Evaluation out-of-Province Course Completions for Senior Years Credits: A Guide for School Administrators*, which was released in 2007. The newly revised document is intended to assist school principals in evaluating non-Manitoba Education course offerings for Manitoba Senior Years credits. It takes into account the changes that were made to the course codes to facilitate the recording of credits on the graduation chart of the provincial report card. The document outlines considerations, procedures, and resources to assist school administrators in making decisions about the educational credentials and appropriate placement of students who transfer to the Manitoba school system from another jurisdiction within or outside Canada, from a non-funded independent school in Manitoba, or from home schooling. The document will be available on the Manitoba Education website.

Refer Superintendent's Office.

3.03 Announcements

- a) Education Committee Meeting – 11:30 a.m., Tuesday, September 24, 2013, Board Room.
- b) Personnel Committee Meeting – 11:30 a.m., Monday, September 30, 2013, Board Room.
- c) Divisional Futures & Community Relations Committee Meeting – 2:30 p.m., Wednesday, October 2, 2013, Board Room.
- d) Facilities and Transportation Committee Meeting – 11:30 a.m., Thursday, October 3, 2013.
- e) Joint City Council/Brandon School Division Meeting – 6:00 p.m., Wednesday, October 9, 2013, McLaren Room.
- f) NEXT REGULAR BOARD MEETING – 7:00 p.m., Tuesday, October 15, 2013, Board Room.

4.00 IN CAMERA DISCUSSION

4.01 Student Issues

- Reports

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- a) Confidential #2 and #3 – Board Operations Matter.

- Trustee Inquiries

5.00 ADJOURNMENT

MANITOBA
School Boards
ASSOCIATION

LEADERSHIP, ADVOCACY AND SERVICE FOR MANITOBA'S PUBLIC SCHOOL BOARDS

September 11, 2013

Mark Sefton
Brandon S.D.
1031-6th Street
Brandon, MB R7A 4K5

Dear Mark,

At its September 9th meeting the MSBA Executive reviewed the August 30, 2013 letter from Brandon School Division reiterating its concerns about process issues regarding the Extended Health Benefits Plan and requesting a meeting with the MSBA Executive.

As outlined in MSBA's response to your correspondence of June 3, 2013 and restated in my telephone conversation with you following your subsequent letter of June 12th, the MSBA recognises and accepts that it erred in not communicating directly with its member school boards around the development of this new extended health benefits program.

Since then we have taken steps, as the details of the plan have rolled out, to remedy this situation by including board chairs in all further correspondence regarding the plan. Working with the plan sponsor we have also addressed the implementation concerns which school boards and divisional staff have raised with the association. Where boards have sent letters expressing concerns about MSBA's communications process or about some aspect of the plan itself, I have followed up as Association president with a phone call to each of the board chairs in question. Based on these conversations it is my understanding that concerns voiced earlier about processes and plan implementation have been successfully addressed at this point.

Your most recent letter requests that the Executive of MSBA meet with the Board of Trustees in Brandon "to discuss the situation and attempt to resolve our differences". To this end, I along with Region 1 Director Don Cochrane and one of MSBA's vice-presidents will make ourselves available to meet with the Brandon School Division Board of Trustees to discuss this matter.

Please provide me with some possible dates for consideration and I will confirm with you once we have determined the workability of these dates for the MSBA delegation.

Sincerely,



Floyd Martens
President

cc All Manitoba school boards

2013/09/11



September 10, 2013

Dear Board Chairs and Superintendents,

The negative and pervasive impacts of poverty on learning and educational outcomes for children and youth are well documented in education and medical research literature. Moreover, as economic inequality in Canada deepens and accelerates with each passing year, many of our young people are increasingly vulnerable, their potential for success in school and in life less certain than for those living in more affluent circumstances. While schools cannot themselves resolve the economic and social challenges of the broader society, they can and do contribute significantly to alleviating the effects of poverty on student learning and achievement. The intent of this letter is to tell you about an upcoming research project in this regard and to invite your school division's participation in this endeavour.

In partnership with the Manitoba School Boards Association, the Manitoba Association of School Superintendents and other provincial bodies, the Social Planning Council of Winnipeg (www.spcw.mb.ca) will undertake a province-wide study to explore the policies and practices that Manitoba schools and school divisions are employing to address inequity among students and families in their communities. More specifically the research effort will attempt to inventory what education partners are doing now and what is working well to ensure more equal learning opportunities and greater success rates for students living in economically challenged circumstances. A portion of the study will focus on the particular needs of Aboriginal students and families who are among the most impoverished and vulnerable populations in our province.

The framework for this research endeavour is based upon the Poverty Intervention Profile instrument created and published in 1999 by The Canadian School Boards Association to assist school boards in addressing equity challenges within their jurisdictions. Within this framework, the study will gather survey focus group, and interview data from all participating school divisions concerning current divisional and school-based policies and practices to address equity issues. A report on the findings will be prepared and released early in 2014. It is our hope that the information and insights gleaned from this study will inform the ongoing efforts and future plans of school divisions and other levels of government to ensure inclusive and equitable learning opportunities for all Manitoba students and especially for those living in lower socio-economic conditions.

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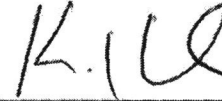
2.04/6)

The information gathering phase of this research project is scheduled to begin in the fall of 2013. We sincerely hope that your school division will commit to participation in this important work and respectfully request confirmation of your intent at your earliest possible convenience. Responses and/or questions may be directed to MSBA Executive Director Carolyn Duhamel or to MASS Executive Director Ken Klassen whose contact information is listed below.

Thank you for your consideration of this request. We look forward to your reply.



Carolyn Duhamel
Executive Director, MSBA
cduhamel@mbschoolboards.ca
204-233-1595



Ken Klassen
Executive Director, MASS
ken.klassen@7oaks.org
204-487-7972



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, SEPTEMBER 9, 2013.

PRESENT:

Mr. M. Sefton, Chairperson, Mr. J. Murray, Vice-Chairperson, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. D. Karnes, Mr. G. Kruck (entered at 7:05 p.m.), Dr. L. Ross, Mr. Mr. Snelling, Mr. K. Sumner.

Acting Secretary-Treasurer, Mr. D. Labossiere, Recording Secretary, Ms. S. Bailey, Live Streaming Video Operator, Ms. K. Boklaschuk.

Senior Administration: Dr. D. M. Michaels, Superintendent/CEO, Mr. G. Malazdrewicz, Associate Superintendent, Ms. B. Switzer, Director of Human Resources.

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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

The Acting Secretary-Treasurer confirmed he had several Committee Meetings to note under Section 3.03 "Announcements".

Superintendent, Dr. Michaels, requested the addition of one Personnel Matter and one Student Matter for In-Camera discussions.

Trustee Bowslaugh noted she had a Point of Privilege she would like to bring forward during the evening's meeting.

Mr. Bartlette – Mr. Snelling
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 August 26, 2013 were circulated.

Mrs. Bowslaugh – Mr. Snelling
That the Minutes be approved as circulated.
Carried.

- b) The Minutes of the Inaugural Board Meeting held September 3, 2013, were circulated.

Mrs. Bowslaugh – Mr. Snelling
That the Minutes be approved as circulated.
Carried.

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

- a) Student Achievement Results 2012-2013 – M. Wilson, Research and Evaluation Specialist.

Ms. Wilson provided Trustees with the Student Achievement Summary Report – 2012-2013. She noted the purpose of the report was to provide Trustees with a comprehensive overview of student achievement results in the Division for 2012-2013 in Kindergarten, Grades 3,5,7,9 and 12 in both Literacy and Numeracy. She confirmed the report encompassed results from the Division's formative assessments as well as provincially mandated standards tests in Grade 12, formative assessments in earlier grades and Early Development Instrument (EDI). Her report also covered the results of the Divisional Kindergarten Phonological Awareness Screening from the Divisional Kindergarten Continuum. Her report contained information regarding the impact of full day every day Kindergarten and a detailed examination of the achievement of specific learner groups. Ms. Wilson reviewed the summary of results with respect to Early Development Instrument; Phonological Awareness; Kindergarten Continuum; Full Day Every Day Kindergarten; Reading; Writing; Numeracy; Reading in French; Engagement; Grade 12 Provincial Standards Test; Gender; Learners of Aboriginal Heritage; and English as an Additional Language. Ms. Wilson noted the areas of growth and continued achievement as well as the areas which require further monitoring. Trustees asked questions for clarification throughout Ms. Wilson's presentation. Individual Trustees also made requests regarding further data breakdown and/or collection of data for future reports. The Chairperson thanked Ms. Wilson for her presentation.

2.02 Reports of Committees

NIL

2.03 Delegations and Petitions

NIL

2.04 Communications for Action

NIL

2.05 Business Arising**- From Previous Delegation****- From Board Agenda****- MSBA issues (last meeting of the month)**

- a) The Chairperson confirmed he had forwarded a letter to MSBA as directed by motion following the August Board Meeting. He noted to date he had not received a reply to that correspondence.

- From Report of Senior Administration

- a) School Reports – NIL
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report
- Giving of Notice – Scent/Fragrance Free Facilities – Referred Motions.
 - Discharge/Appoint Board Committees – Referred Motions.
 - Vincent Massey High School Off-Site Activity Request – Referred Motions.

2.06 Public Inquiries (max. 15 minutes)

NIL

2.07 Motions

102/2013 Mr. Sumner – Mrs. Bowslaugh

That Policy 1023 – “Scent/Fragrance Free Facilities” is hereby approved.

Carried.

103/2013 Mrs. Bowslaugh – Mr. Sumner

That the following Committee and Board representatives set up during the 2012/2013 school year be and are hereby discharged with thanks:

Education	Facilities/Transportation
Personnel	Finance
Divisional Futures & Community Relations	Policy Review
MSBA Resolutions	Joint City Task Force
Trustee Professional Development	Teacher Liaison
Workplace Safety & Health	Friends of Education
Support Personnel Labour/Management	Food for Thought
School Division/Parent/Guardian Advisory	BNRC
Joint Job Evaluation Review	B.J. Hales Ad-hoc
Brandon Community Drug & Alcohol Education Coalition	
Aboriginal Education Advisory Committee (BSD)	
Brandon Urban Aboriginal People's Council (City)	

Carried.

104/2013 Mr. Bartlette – Dr. Ross

That Committees of the Board, effective September 9, 2013, be and are hereby approved as follows:

Education: Peter Bartlette, Glen Kruck, Marty Snelling, Alternate – Kevan Sumner.

Facilities & Transportation: Pat Bowslaugh, Doug Karnes, Jim Murray, Alternate – Marty Snelling.

Personnel: Doug Karnes, Glen Kruck, Linda Ross, Alternate – Jim Murray.

Divisional Futures & Community Relations: Pat Bowslaugh, Mark Sefton, Marty Snelling, Alternate - Doug Karnes.

Finance: Linda Ross, Mark Sefton, Kevan Sumner, Alternate – Peter Bartlette.

Policy Review: Glen Kruck, Jim Murray, Kevan Sumner, Alternate – Mark Sefton.

Carried.

105/2013 Mr. Murray – Mr. Sumner

That Ad-Hoc Committees of the Board, effective September 9, 2013 be and are hereby approved as follows:

MSBA Resolutions: Linda Ross, Mark Sefton

Trustee Professional Development: Jim Murray, Mark Sefton

Carried.

106/2013 Mr. Karnes – Mr. Bartlette

That the appointment of Trustee representatives to the following external committees be approved effective September 9, 2013:

Brandon Community Drug & Alcohol Education Coalition: Peter Bartlette, Alternate – Linda Ross.

Joint Division/City Task Force: Pat Bowslaugh, Doug Karnes, Mark Sefton, Alternate – Marty Snelling.

Food for Thought: Kevan Sumner.

Brandon Neighbourhood Renewal: Glen Kruck.

Brandon Urban Aboriginal People's Council (City): Pat Bowslaugh.

Carried.

107/2013 Mr. Snelling – Dr. Ross

That Sub-Committees of the Board, effective September 9, 2013 be and are hereby approved as follows:

Workplace Safety and Health: Doug Karnes.

Teacher Liaison: Peter Bartlette, Pat Bowslaugh, Marty Snelling, Alternate – Glen Kruck.

Support Personnel Labour Management: Jim Murray, Alternate – Glen Kruck.

Friends of Education: Peter Bartlette.

School Division/Parent/Guardian Advisory: Pat Bowslaugh, Marty Snelling, Alternate – Doug Karnes.

Joint Job Evaluation Review: Doug Karnes, Linda Ross.

Aboriginal Education Advisory: Pat Bowslaugh.

Carried.

108/2013 Dr. Ross – Mr. Snelling

That the trip involving one (1) male and two (2) female grade 12 student council members, from Vincent Massey High School to make a trip to Prince Edward Island from September 17 – September 22, 2013 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried.

2.08 Bylaws**1st Reading**

Mr. Bartlette – Mr. Karnes

That By-law 6/2013 being a by-law for the purpose of amending part II of By-Law 1/2011, to make changes under “Meetings of the Board” of Trustees to include a statement regarding inclement weather and notice of cancellation of the meeting, be now read for the first time.

Carried.

THE BRANDON SCHOOL DIVISION**BYLAW NO. 6/2013**

A By-Law of the Board of Trustees of The Brandon School Division for the purpose of amending By-Law 1/2011, passed to regulate the procedures of the Board of Trustees.

WHEREAS it is deemed necessary to amend part II of By-Law 1/2011 to make changes under “Meetings of the Board” of Trustees to include a statement regarding inclement weather and notice of cancellation of the meeting;

NOW THEREFORE the Board of Trustees in session duly assembled enacts as follows:

1. Renumber Clause 2.11 – “Corporate Acts Must Be Done At Board Meetings” as Clause 2.12.
2. Add a new Clause 2.11 regarding cancellation of Board Meetings due to inclement weather as follows:

2.11 Cancellation of Regular/Special/Emergency Board Meetings

The Chairperson may cancel or postpone a meeting of the Board of Trustees in the event that inclement weather is forecast or existent. Notification of the decision to cancel or postpone a Board meeting due to inclement weather shall be made, as soon as possible, to each member of the Board of Trustees, Senior Administration and all staff who are expected to attend the meeting, by the Secretary-Treasurer or his/her designate. Notice shall also be provided on the Division website, through public service announcements and other forms of media as required.

Inclement weather shall be defined as weather conditions which are so severe as to create unsafe conditions for travel.

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. 2013.

SECOND READING: ____ day of _____ A.D. 2013

THIRD READING: ____ day of _____ A.D. 2013

Chairperson

Secretary-Treasurer

I, _____, Secretary-Treasurer of The Brandon School Division, DO HEREBY CERTIFY THE ABOVE to be a true and correct copy of Bylaw No. 6/2013

Secretary-Treasurer

2.09 Giving of Notice

NIL

2.10 Trustee Inquiries

Point of Privilege: Trustee Bowslaugh thanked Trustees for taking the time out of their schedule to honour Winifred Greaves on the occasion of her 107th birthday. Ms. Greaves is a retired teacher from the Brandon School Division. Mrs. Bowslaugh also thanked the Communications & Technology Specialist for being present at the event and posting a story on the Division website.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Superintendent, Dr. Michaels, spoke to the 2013-2014 school opening, noting it went very well. She asked the Associate Superintendent to speak to the enrollment. Mr. Malazdrewicz noted that as of September 9, 2013, there were 8338 students in the Division; taking into account Kindergarten students this resulted in an 8028 FTE count. He confirmed there was a shortfall of approximately 55 students as per the budget, however, schools were still registering students for the school year and he expected the final count to be on track. Trustees asked questions regarding the number of EAL students registered over the summer through the Reception Centre.

Trustees Bowslaugh inquired about the portables requested for the school year. Mr. Labossiere, Secretary-Treasurer, confirmed that a total of four portables had been approved and distributed to the following schools: Earl Oxford - Two, Meadows - One and Betty Gibson - One. He also confirmed the portables were in the process of being delivered and installed.

Dr. Michaels, Superintendent, also highlighted information regarding the Strategic Plan, the School Opening with school administrators held August 26, 2013, and a parent letter regarding the Roots of Empathy program, all of which were noted in the Report of Senior Administration.

Mr. Murray – Mr. Snelling

That the September 9, 2013 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Jackie Buga, undated thanking the Board for the wonderful evening in recognition of her retirement. The dinner was delicious and enjoyed by both herself and her husband. She also thanks the Board for the engraved watch which will be a special keepsake of a very memorable evening.

Ordered Filed.

- b) Floyd Martens, President, Manitoba School Boards Association, August 20, 2013, addressed to Andrew Berard & Marc Proulx, Winnipeg Fire Paramedic Service and thanking them for the presentation to the Executive on June 3, 2013 regarding the establishment of a Children's Safety Village in Winnipeg. He notes the Executive found the proposal intriguing but were not well positioned to assess the level of likely usage by the divisions in the province. Therefore, he was sending the information shared during the presentation to the member boards and inviting them to provide feedback about the proposal either through the association or directly to the Winnipeg Fire Paramedic Service.

Ordered Filed.

- c) Floyd Martens, President, Manitoba School Boards Association, August 21, 2013, noting that at the MSBA Executive Regular Meeting in June, they received a delegation of the Winnipeg Fire Paramedic Service and listened to a proposal regarding the creation of a Children's Safety Village in Winnipeg. The goal of the proposed Safety Village open to all schools and school divisions in Manitoba and modeled along the lines of those established in other jurisdictions, is to provide hands-on learning experiences for school aged children (K-6) to reduce the leading causes of accidental death and injury among this age cohort. Included in this correspondence is a brief concept paper and a PowerPoint presentation. The MSBA is seeking to ascertain school boards' interest in this project and the likelihood that schools would, in fact, utilize the Safety Village in future years. They invite feedback to Regional Directors or communicate directly to with the Winnipeg Fire Paramedic Service.

Point of Privilege: Trustee Bowslaugh noted that the cost of travel for Division students to attend the Children's Safety Village in Winnipeg could be prohibitive. She felt that the City of Brandon's local Fire Department already does a good job of working with and providing information to the students of the Division.

Referred Superintendent's Office.

- d) Marg Friesen, August 25, 2013, addressed to Keith Thomas, Manitoba School Boards Association regarding school WiFi health concerns and providing and update on how some teachers, in Ontario, British Columbia and Los Angeles are responding when they have been informed about the health concerns regarding exposure to WiFi in schools.

Referred Superintendent's Office
in consultation with MSBA.

- e) Mr. Floyd Martens, President, Manitoba School Boards Association, August 22, 2013, addressed to Minister Kevin Chief, as Chair of the Healthy Child Committee of Cabinet and noting that during discussions with Minister Allan on June 3, 2013, she advised that the issue of Early Development Instrument results falls within the purview of Healthy Child Manitoba and that as such the MSBA resolution regarding this matter should be redirected to Mr. Chief as Chair of the Healthy Child Committee of Cabinet. They would welcome an opportunity to review this matter with Mr. Chief at his earliest convenience.

Ordered Filed.

- f) Mr. Floyd Martens, President, Manitoba School Boards Association, August 22, 2013 addressed to Minister Ron Lemieux, Minister of Local Government and noting that during discussions with Minister Allan on June 3, 2013, she advised that the issue of municipal special services levies falls within the purview of the Local Government and that as such the MSBA resolution regarding Municipal Special Services Levies should be redirected to Mr. Lemieux as Minister of this department. They would welcome an opportunity to review this matter with Mr. Lemieux at his earliest convenience.

Ordered Filed.

- g) Mr. Floyd Martens, President, Manitoba School Boards Association, August 22, 2013, addressed to Minister Jim Rondeau, Minister of Healthy Living, Seniors and Consumer Affairs and the Minister charged with the administration of The Liquor Control Act, noting that during discussions with Minister Allan on June 3, 2013, she advised that the issue of the proximity of liquor sales outlets to schools falls within the purview of Mr. Rondeau as the Minister charged with the administration of The Liquor Control Act. As such the MSBA resolution on this matter should be redirected to Mr. Rondeau. They would welcome an opportunity to review this matter with Mr. Rondeau at his earliest convenience.

Ordered Filed.

- h) Mr. Floyd Martens, President, Manitoba School Boards Association, August 22, 2013 addressed to Minister Andrew Swan, Minister of Justice and Attorney General and noting that during discussions with Minister Allan on June 3, 2013, she advised that the issue of exterior mounted cameras on school buses falls within the purview of the Minister of Justice and Attorney General and that as such the MSBA resolution regarding this item should be redirected to Mr. Swan as Minister of this department. They would welcome an opportunity to review this matter with Mr. Swan at his earliest convenience.

Ordered Filed.

3.03 Announcements

Point of Privilege: Chairperson, Mark Sefton, confirmed he and the Presidents of the Brandon Teachers Association and CUPE Local 737 had attended in Winnipeg to make a presentation to the Bill 18 Committee. He noted the presentation reflected the Board's motion supporting Bill 18.

- a) Facilities and Transportation Committee Meeting – 11:30 a.m., Wednesday, September 11, 2013, Board Room.
- b) Divisional Futures and Community Relations Committee Meeting – 11:30 a.m., Monday, September 16, 2013, Board Room.
- c) Policy Review Committee Meeting – 11:30 a.m., Wednesday, September 18, 2013, Board Room.
- d) Finance Committee Meeting – 2:00 p.m., Monday, September 23, 2013, Board Room.
- e) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, September 23, 2013, Board Room.

Mr. Murray – Mr. Karnes

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

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA

4.00 IN CAMERA DISCUSSION:**4.01 Student Issues****- Reports**

- a) The Superintendent spoke to a student matter.

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

- a) Confidential #1 – Personnel Report was noted.
- b) The Superintendent spoke to a personnel matter.

- Trustee Inquiries**4.03 Property Matters/Tenders****- Reports****- Trustee Inquiries****4.04 Board Operations****- Reports****- Trustee Inquiries**

Mr. Kruck – Mr. Sumner

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

Carried.

109/2013 Mr. Bartlette – Dr. Ross

That Confidential #2 and the recommendation therein from the Secretary-Treasurer Selection Committee be approved and that the recommendation be released to the public upon acceptance of contract.

Carried.

5.00 ADJOURNMENT

Mr. Kruck – Mr. Sumner

That the meeting does now adjourn (9:15 p.m.)

Carried.

Chairperson

Acting Secretary-Treasurer



BRANDON SCHOOL DIVISION

Facilities/Transportation Committee Minutes

Wednesday, September 11, 2013 – 11:30 a.m.

Board Room, Administration Office

Present: D. Karnes, Chairperson P. Bowslaugh (entered 11:45 a.m.)
J. Murray, M. Snelling (Alternate), D. Labossiere, G. Malazdrewicz,
Dr. D. Michaels (entered 11:50 a.m.), M. Clark (entered 11:55 a.m.)
and R. Harkness.

1. CALL TO ORDER.

The Facilities & Transportation Committee Meeting was called to order at 11:40 a.m. by Trustee Doug Karnes.

2. ELECTION OF CHAIR/CONFIRM REGULAR MEETING DATES/REVIEW COMMITTEE RESPONSIBILITIES.

It was agreed that Mr. Doug Karnes would serve as Committee Chairperson for 2013-2014. It was further agreed that the Facilities & Transportation Committee meetings would be held on the first Thursday of each month from 11:30 a.m. to 1:00 p.m. as follows:

Thursday, October 3, 2013	11: 30 a.m.
Thursday, November 7, 2013	11:30 a.m.
Thursday, December 5, 2013	11:30 a.m.
Thursday, January 2, 2014	11:30 a.m.
Thursday, February 6, 2014	11:30 a.m.
Thursday, March 6, 2014	11:30 a.m.
Thursday, April 3, 2014	11:30 a.m.
Thursday, May 1, 2014	11:30 a.m.
Thursday, June 5, 2014	11:30 a.m.

The Committee reviewed their responsibilities as noted on the agenda.

3. APPROVAL OF AGENDA

The agenda was approved as circulated.

3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of June 6, 2013 were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

A) Facilities Report

Mr. Clark, Director of Facilities and Transportation, spoke to the Facilities Report. Trustees asked questions with respect to high school enrollment and future capacity; housing development on Richmond Avenue; changing Valleyview School to a K-8 facility; and Division owned land. It was agreed the Committee would review the Report and bring back any further questions to the next Committee meeting.

B) Use of ACC for expansion of BSD Programming

Superintendent, Dr. Michaels, noted she had been asked to follow up with Dr. Gerald Farthing regarding this matter. She confirmed she would be holding a telephone conference with Dr. Farthing early in the next week. This item was postponed to the next meeting for a report from Senior Administration.

C) Joint Use Agreement – Insurance Follow-Up

Acting Secretary-Treasurer, Mr. Labossiere, noted Mr. Zabowski, the previous Secretary-Treasurer, had met with Mr. Perry Roque of the City of Brandon, to discuss the requirement of proof of insurance by Community User Groups using school facilities. Mr. Labossiere recommended the Community User Groups be advised that they are responsible for providing proof of insurance through their own insurance provider. This would then put the onus on the User Group to provide the required proof prior to using Division facilities. The Associate Superintendent noted User Groups affiliated with the Division need to be clearly identified to avoid any confusion for groups who assume they may be affiliated with the Division. Further discussions were held regarding communicating with Users Groups about the need for insurance. It was agreed that a letter would be forwarded to the City of Brandon noting that the Division had been informed by the MSBA Insurance Committee that all users of school facilities that are not affiliated with the school division must provide evidence of liability insurance prior to booking a school division facility. It was also agreed discussions regarding this item would be added to the agenda for the Joint City of Brandon/Brandon School Division Meeting to take place in October.

5. OTHER COMMITTEE GOVERNANCE MATTERS

A) Riverview School – Furnace Replacement Phase II

The Director of Facilities and Transportation, Mr. Clark, spoke to this matter. The Committee agreed to recommend the appointment of HSB Engineering Inc. as Consultant for the Riverview School Phase II Furnace Replacement Project.

Recommend:

That the appointment of HSB Engineering Inc. as Consultant for the Riverview School Phase II Furnace Replacement Project, be approved, subject to approval by the Public Schools Finance Board.

B) George Fitton School – 20K3 Two Classroom Renovation of Existing Gym

The Director of Facilities and Transportation, Mr. Clark, spoke to this matter. The Committee agreed to recommend the appointment of MCM Architects Inc., as Consultant for the George Fitton School 20K3 Two Classroom Renovation of Existing Gym Project.

Recommend:

That the appointment of MCM Architects Inc., as Consultant for the George Fitton School 20K3 Two Classroom Renovation of Existing Gym Project, be approved, subject to approval by the Public Schools Finance Board.

C) Meadows School – 20K3 Three Classroom Addition Renovation

The Director of Facilities and Transportation, Mr. Clark, spoke to this matter. The Committee agreed to recommend the appointment of MCM Architects Inc., as Consultant for the Meadows School 20K3 Three Classroom Addition Renovation.

Recommend:

That the appointment of MCM Architects Inc., as Consultant for the Meadows School 20K3 Three Classroom Addition Renovation, be approved, subject to approval by the Public Schools Finance Board.

D) Request from Royal Canadian Legion National Youth Track & Field Championship

The request of Erin Brown, Recruitment Officer, Brandon First for the use of Kirkcaldy Heights School, Division buses, and drivers for the Royal Canadian Legion National Youth Track & Field Championship to be held in 2017 and 2018 was discussed. Supervisor of Transportation, Mr. Harkness, noted what had

been provided by the Division in the past for similar events with respect to the use of Division buses and Division drivers. Discussions were held regarding cost with respect to providing custodial staff at the school during the requested time frame. It was agreed that the Committee would recommend approval of the request subject to satisfactory arrangements being made with the Director of Facilities and Transportation regarding the use of school facilities and school buses and the costing for the use of staff for this event.

Recommend:

That the request of the Brandon First, to use Kirkcaldy Heights School building, bus transportation and drivers, for the Royal Canadian Legion National Youth Track & Field Championship in August of 2017 and 2018 be approved subject to satisfactory arrangements with the Director of Facilities and Transportation.

6. OPERATIONS INFORMATION

- The letter from PSFB regarding the George Fitton School Gymnasium and Child Care Facility was received as information.
- Director of Facilities and Transportation, Mr. Clark, reviewed the various projects completed by his staff over the summer months. He noted Mr. Kyle Lewkowich from the Public Schools Finance Board would be attending in Brandon on September 12th to review several of the projects currently taking place in the Division. The Committee inquired about the possibility of receiving a report on the proposed timelines and costs for projects. Senior Administration agreed to have a report ready for the Committee in January.

7. NEXT REGULAR MEETING: Thursday, October 3, 2013, Board Room

The meeting adjourned at 12:47 p.m.

Respectfully submitted,

D. Karnes, Chair

P. Bowslaugh

J. Murray

M. Snelling (Alternate)



BRANDON SCHOOL DIVISION

Divisional Futures & Community Relations Committee Minutes

Monday, September 16, 2013 (11:30 a.m.)
Board Room, Administration Office Building

Present: P. Bowslaugh, Chairperson, M. Snelling, M. Sefton (exited at 12:05 p.m.)
D. Karnes (alternate), D. Michaels, Superintendent/CEO.

1. CALL TO ORDER

The Divisional Futures & Community Relations Committee Meeting was called to order at 11:45 a.m. by Trustee Pat Bowslaugh.

2. ELECTION OF CHAIR/CONFIRM REGULAR MEETING DATES/REVIEW COMMITTEE RESPONSIBILITIES

It was agreed that Mrs. Pat Bowslaugh would serve as Committee Chairperson for 2013-2014. It was further agreed that the Divisional Futures and Community Relations Committee meetings would be held on the first Wednesday of each month from 2:30 p.m. to 4:00 p.m. as follows:

Wednesday, October 2, 2013	2:30 p.m.
Wednesday, November 6, 2013	2:30 p.m.
Wednesday, December 4, 2013	2:30 p.m.
Wednesday, January 8, 2014	2:30 p.m.
Wednesday, February 5, 2014	2:30 p.m.
Wednesday, March 5, 2014	2:30 p.m.
Wednesday, April 2, 2014	2:30 p.m.
Wednesday, May 7, 2014	2:30 p.m.
Wednesday, June 4, 2014	2:30 p.m.

The Committee reviewed their responsibilities as noted on the agenda.

3. APPROVAL OF AGENDA

Trustee Snelling requested the addition of discussions regarding the Joint Task Force Committee meeting schedule and possible agenda items.

Superintendent, Dr. Michaels, suggested the Committee may wish to meet with various groups regarding technology and communication. She recommended the Committee meet with representatives from Assiniboine Community College, Brandon University, the Brandon Sun, and the City of Brandon. The Committee thanked Dr. Michaels for the suggestion.

Trustee Bowslaugh also requested the addition of discussions regarding attendance at the Aboriginal Education Advisory Committee and how best to increase attendance at the meetings.

The agenda was approved as amended.

4. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of June 5, 2013 were received as information.

5. COMMITTEE GOVERNANCE GOAL ITEMS

a) 2013-2014 Meetings

Schools remaining:

- J.R. Reid
- Riverheights
- Riverview
- Spring Valley
- St. Augustine
- Valleyview

The Committee agreed they would like to continue to meet with students. Discussions were held regarding the possibility of grouping schools together in order for the Committee to meet with all the remaining schools before the Christmas break. It was agreed the Trustees would meet with the students from Spring Valley separately. Five students from each of J.R. Reid, Riverheights, Riverview, St. Augustine and Valleyview would be invited to the Division office for a lunch meeting with the Committee members. Students would be provided with questions prior to the meeting in order to canvass students in their school and bring their responses to the proposed meeting. The Committee requested the meeting be arranged between October 10th and November 18th.

b) Meeting with Brandon University regarding the BU Healthy Living Centre.

Trustee agreed they would like to meet with representatives from Brandon University regarding a possible partnership with respect to the BU Healthy Living Centre. Superintendent, Dr. Michaels, confirmed she had a letter prepared to send to the University and would forward same on behalf of the Committee.

c) Other Meetings

- Trustee Bowslaugh noted the Aboriginal Education Advisory Committee had problems establishing a meeting date and ensuring a high attendance during the previous year. She asked for suggestions to help address this issue. Superintendent, Dr. Michaels, suggested a change of venue. She recommended the core Committee establish three meeting dates for the year and then book various venues for those dates and invite the people in the area, close to the venue. Suggestions of venues included Brandon University, Manitoba Métis Federation, Brandon Friendship Centre, New Era School or George Fitton School. Trustee Bowslaugh thanked Dr. Michaels for her suggestions, noting she would take them to the Aboriginal Education Advisory Committee.
- Trustee Bowslaugh noted she would also be attending the City's Urban Aboriginal People's Council meetings as the Board's representative. She expressed concerns regarding the possibility of duplication of services. Trustee Snelling noted the original purpose of the Committee was to discuss gang issues. Trustee Bowslaugh confirmed she will meet with, and informally connect with. Mr. Ironstand regarding this Committee.
- Trustee Bowslaugh again expressed concerns regarding a speaker from Brandon's immigrant community at the Manitoba School Boards Association meeting held in Brandon in the spring. It was noted that the Committee had met with Mr. Richard Bruce of Westman Immigrant Services back in the spring regarding this matter. Dr. Michaels confirmed that she and the Associate Superintendent were in the process of arranging a meeting with Mr. Bruce. She confirmed she would report back to the Committee following the meeting. Trustee agreed to leave the matter with the Superintendent.
- Trustee Bowslaugh requested possible agenda items for the upcoming Joint Task Force Committee Meeting. Suggestions included: Community User Group insurance requirements; discussions regarding the work of the Division's Aboriginal Education Advisory Committee and the City's Brandon Urban Aboriginal People's Council; follow up discussions regarding speed zones in school zones; and school playground update.

6. OTHER COMMITTEE GOVERNANCE MATTERS

NIL

7. OPERATIONS INFORMATION

NIL

The meeting adjourned at 12:30 p.m.

Respectfully submitted,

P. Bowslaugh, Chair

M. Sefton

M. Snelling

D. Karnes (Alternate)



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

September 23, 2013

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“Accepting the Challenge”

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This report from members of the Brandon School Division Senior Administration is submitted respectfully for your consideration, action, and information.

Dr. Donna M. Michaels
 Superintendent of Schools/
 Chief Executive Officer

A. Business Arising for Board Action

I. PRESENTATIONS

FROM SCHOOLS

J. R. Reid School
Betty Gibson School

II. HUMAN RESOURCES

III. SECRETARY-TREASURER

IV. SUPERINTENDENT OF SCHOOLS

1. HEAD TEACHERS 2013/2014

For Action..... D. Michaels

It is policy of the Board to review the names of those recommended by individual schools for the position of head teacher. Assignment to this position is done on an annual basis. Per Policy and Regulation 5004: *Head Teacher* the head teachers recommended for the 2013/2014 school year is as follows:

Alexander	Shannon Kohut, Krista Clayton
Betty Gibson	Craig Anderson, Lynn Andrews, Jen Anderson, Tara Knechtel
Crocus Plains	Glenda Zelmer, Jeff Kasprick
Earl Oxford	Jodie Stapleton, Marc Plante
George Fitton	Grant Coulter, Mark Leckie, Jerron Kyle
Green Acres	Kathryn Svistovski, Jay Goran, Shane Baranyk
Harrison	Bernie Perreux, Glen Simard, Laura Cox
J.R. Reid	Jason Curtis, Shannon Graham
King George	Tom Price, Robert Boyd, Wanda Nicol, Michelle Nychuk
Kirkcaldy Heights	Dana Templeton, Deb Baker, Pam Zenk
Linden Lanes	Lyle Schepp, Curtis Campbell, Tracy Ramsey
Meadows	Dayna Galatiuk, Bruce Bell, Teresa Flannery
Neelin	Robert Cullen, Melissa Stoesz, Stacey Bradley, Trevor Korman
New Era	Bas Nundu, Nicole Koroluk
O'Kelly	Maureen Thompson, Curtis Halls, Aaron Deroo
Riverheights	Shelley Hamilton, Sharon Bartley, Mary McCahon, Tyson Ramsey
Riverview	Cathy Grain, Gayle White, Marla Medwid, Curtis Gray
St. Augustine	Bryan Letain, Joanne Campbell, Mike Kanski
Valleyview	Wendy Piche, Cindy Swallow

Vincent Massey
Waverly Park

Brad Twordik, Ashley Dyson
Cheryl Danis, Jeff Sawchuk, Alissa Franklin Cheung

RECOMMENDATION:

That the people recommended by the Principals of the schools for the position of Head Teachers for the 2013/2014 school year be approved as identified in the Report of the Senior Administration.

V. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES

1. PART B INFORMATION REGARDING INQUIRY FROM TRUSTEE ROSS

INSURANCE COSTS

For Information D. Labossiere

At the August 26, 2013 Board Meeting Trustee Ross inquired about the possibility of reviewing the current MSBA cost of insurance if same was to be provided by an alternate insurance provider. Prior to conducting any research on Trustee Inquiries, the Board has requested Senior Administration provide basic information to the Board of Trustees regarding staff time required, cost, and possible time frame needed in order to complete the research requested. The Board of Trustees will then determine whether or not they wish to pursue the inquiry. Therefore, a memorandum from Mr. Denis Labossiere, Acting Secretary-Treasurer has been attached as Appendix A outlining the aforementioned for the Board's Review. This memo is provided as information to Trustees in order to provide Senior Administration with further direction.

B. Administrative Information

I. HUMAN RESOURCES

1. PERSONNEL REPORT

For Information B. Switzer

Included in the agenda package as Confidential #1 is the Personnel Report, a listing of resignations and employment approved by the Superintendent of Schools and Secretary-Treasurer since the last meeting.

II. SECRETARY-TREASURER

III. SUPERINTENDENT OF SCHOOLS

SCHOOL VISITS (SEPTEMBER 4 – SEPTEMBER 16, 2013)

- September 4, 2013 – Vincent Massey High School
- September 9, 2013 – J. R. Reid School
- September 10, 2013 – Crocus Plains Regional Secondary School
- September 16, 2013 – Meadows School

1. SCHOOL INFORMATION

For Information D. Michaels

A. QUALITY LEARNING

QUALITY LEARNING AT SPRING VALLEY COLONY SCHOOL

Report prepared by Ms. Jaclyn Hutchinson, Teacher, Spring Valley School

At Spring Valley School, the vision is quality learning for all students. This outcome is a shared responsibility among students, teachers, staff, parents, and the community. High expectations are driving forces behind this goal, and the unique Hutterite culture and religious beliefs are appreciated and taken into consideration. With student success in mind, all involved accept responsibility for effective communication, for modeling of desired behaviours, for active participation in the school environment. Together we can provide quality educational opportunities and experiences for all students.

This year at Spring Valley we have twenty four students from grades 1 to 11 and 1.5 staff members. The multi-age classroom set up and smaller staff at Spring Valley help the students have a smooth transition into the school year. We are continuing with Reading Recovery Instruction with the grade one students, where all Observation Surveys have been completed and the students have been recommended appropriately. We will be participating in the grades 3, 5, and 7 Literacy and Numeracy assessments.

B. QUALITY TEACHING

QUALITY TEACHING AT LINDEN LANES SCHOOL

Report prepared by Ms. Kathy Brigden, Principal, Linden Lanes School

Linden Lanes school development plan for 2013-2014 outlines academic achievement and student engagement in learning for all students.

Quality teaching in our classrooms focuses on direct, explicit instruction in curricular areas. The School-wide Enrichment Model of teaching and learning continues with classroom High Ability Learner Enrichment Program (HALEP) units and preparations are underway for enrichment clusters at the middle year's level. All classrooms make use of technology in learning through the use of laptops, iPads and SmartBoards and the infusion of technology in classroom planning and instruction.

To further a balanced literacy approach, we have purchased additional literacy resources to support guided reading and literature circles. The assessment of reading through the use of the Fountas and Pinnell Benchmark resource will continue at all grade levels with students being assessed in the fall and spring term. This information will be used in programming, instruction and during explicit teaching of reading strategies with an emphasis on comprehension.

We are very excited to begin a new school year! We welcome opportunities to participate in professional learning as part of our learning community. We look forward to celebrating the many stories of success and student growth that will take place over the course of the coming year.

Student specific achievement:

Y- Revolution and Student Leadership Team – Both of these groups work together to plan school activities to promote school community, bully awareness and to raise funds for charities. Currently planning is underway for the Annual Terry Fox Walk to take place on our school grounds on Sept. 26.

Student volunteer program – Grade 7 and 8 students have the opportunity to participate in volunteer activities that support the school in various ways. Examples include assisting in early year's classrooms, recycling, helping in the office or with the custodian. Students are given an opportunity for increased leadership and responsibility while giving back to their school community.

C. QUALITY SUPPORT SERVICES

QUALITY SUPPORT SERVICES AT ALEXANDER SCHOOL

Report prepared by Ms. Shelley Cords, Principal, Alexander School

KinderClub is an opportunity for children four years of age living in the Alexander community to come and be a part of the school. The KinderClub students are integrated into our K/1 class for an afternoon a week to learn alongside our Kindergarten students. KinderClub meets every Wednesday afternoon from 1:30-3:30 beginning October 2nd, 2013 and will run until the end of June. The pre-school students have an opportunity to participate in literacy, numeracy, fine and gross motor skill, and art-integrated activities. They will be singing songs, playing games, making crafts and doing many fun activities. This is a great opportunity for a child to get to know their teacher and future classmates. Also this year our resource and guidance teacher will be assisting in the classroom. By having Mrs. Ballingall as a part of the team, we can provide early intervention strategies to help our pre-school children adjust to school. Our KinderClub students are also invited to participate in special activity days as well. We want them to have a sense of belonging in our school community.

The KinderClub is a great opportunity for students to get a head start at their education. Available data illustrates that all students benefit greatly from this program. The student with low academics had difficulty completing the skills required on the progress report when they began KinderClub, but by the end of June was able to complete all skills required on the progress report except for six areas on the report. The results of the data demonstrate that all the students in KinderClub are engaged and eager to learn. KinderClub is a positive learning environment, which increases Kindergarten Readiness for all students. They are able to develop routines faster and begin to increase their own independence. Teachers and students are able to build positive relationships sooner. We are very excited at Alexander School to have a successful program for our pre-school children. This is a great opportunity for our school and community to work together and provide excellent education for all students.

D. ADMINISTRATIVE AND STATISTICAL INFORMATION

SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>NO./DAYS</u>	<u>REASON</u>
Crocus Plains	2	5, 10	Unacceptable Behaviour (2)

2. DIVISIONAL INITIATIVES

For Information D. Michaels

A. QUALITY LEARNING

TELL THEM FROM ME SURVEY

Report prepared by Ms. Marnie Wilson, Research and Evaluation Services Specialist

As part of the Division's work towards Quality Learning Objective #3: "To increase student engagement specifically of learners with learning difficulties, high abilities, Aboriginal heritage, English as an Additional Language, and learning engagement issues," our goal is to have 100% of our schools participating in the *Tell Them From Me* (TTFM) survey by June 2014.

To this end, it was our intention to have 11 schools participate in this survey in the 2012-2013 school year. Unfortunately, due to continued technology issues, only 3 schools were able to complete the survey. Grade 4-8 students at École Harrison, grade 5 and 6 students at King George and grade 6, 7, and 8 students at Linden Lanes completed the surveys.

This year, Brandon School Division is participating in the province-wide TTFM project specifically geared toward gathering data about bullying and school safety. The MIST Department has been working tirelessly to solve the technological issues of the past and we fully expect that all BSD schools will participate in the project. We therefore expect to collect school engagement, bullying, and school safety information from all Grade 4-12 students in our Division.

A divisional training session for new School Coordinators will be held on September 25th and experienced School Coordinators will participate in a province-wide webinar offered by The Learning Bar in early October.

Once we have full divisional participation in TTFM, we will be able to report on not only the data but also how that data are being utilized for school development planning.

3. CORRESPONDENCE

For Information D. Michaels

CORRESPONDENCE RECEIVED FROM NAOMI KRUSE, EXECUTIVE DIRECTOR, MANITOBA ASSOCIATION OF PARENT COUNCILS

The following correspondence has been received from Naomi Kruse, Executive Director, Manitoba Association of Parent Councils:

On Behalf of the Manitoba Association of Parent Councils (MAPC), I would like to express our appreciation to your School Division for your 2013 – 2014 membership. By having your schools join MAPC, they will have access to the valuable support, skills, and resources offered by our organization. These include:

- *Participation in our Annual General Meeting and Conference for a reduced rate*
- *Presentations and workshops*
- *Chairpersons' Breakfast in Winnipeg and Brandon*
- *Access to the MAPC Advocacy Project*
- *Other resources and supports to help strengthen the parent group*

We will send a letter of welcome to each school you have supported outlining the above and invite members of your parent councils to consider nominating an individual for the MAPC Board of Directors as we help strengthen parental involvement in Manitoba's education system.



BRANDON SCHOOL DIVISION

Office of the Secretary-Treasurer

Mr. Kevin Zabowski, Secretary-Treasurer

Mr. Denis Labossiere, Assistant Secretary-Treasurer

MEMO

DATE: September 12, 2013

TO: Board of Trustees

FROM: D. Labossiere, Acting Secretary-Treasurer

RE: **Part B Information regarding Trustee Ross Inquiry – August 26, 2013**

At the Regular Meeting of the Board of Trustees held August 26, 2013, Trustee Ross inquired about the possibility of reviewing the current MSBA cost of insurance to determine if similar coverage could be provided through an alternate insurance provider.

The current policy in place through MSBA has a self-insurance loss pool which is cost shared across all Manitoba School Divisions and therefore meets the needs of the Division at a fair and reasonable cost. To review the insurance policy in order to determine if there is another provider that could provide similar protection for the Brandon School Division at a similar cost will require extensive research and external feedback. Given the current time constraints and short-staff pressures currently placed on the Secretary-Treasurer's Department, it is not feasible to complete this task in the time frame requested. Therefore, as the current insurance provider meets the needs of the Division insurance requirements, it is recommended that should the Board wish to pursue this matter further, research be postponed until the summer months in order to conduct the research required to answer this inquiry.

“Accepting the Challenge”