

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., TUESDAY, OCTOBER, 2010.

PRESENT:

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

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

Senior Administration: Dr. D. M. Michaels, Superintendent, Mr. G. Malazdrewicz, Associate Superintendent.

REGRETS:

Assistant Secretary-Treasurer, Mr. K. Zabowski.

The Chairperson called the meeting to order at 7:04 p.m. and welcomed all visitors to the meeting. He hoped all present had enjoyed their Thanksgiving Holiday weekend.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Secretary-Treasurer, Mr. Barnes, noted the addition of two items to the agenda:

- A letter from MSBA regarding the upcoming elections which was to be included as item 3.02g under "Communications for Information";
- Confidential #2 regarding the report of the Joint Job Evaluation Committee.

Trustee Jolly noted she had one item under "Reports".

Trustee Snelling noted he had two items under "Reports".

Mrs. Jolly – 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 September 27, 2010 were circulated.

Dr. Ross – Mr. Snelling

That the Minutes be received and filed.

Carried.

2.00 GOVERNANCE MATTERS:**2.01 Presentations For Information****2.02 Reports of Committees**

a) Education Committee Meeting

The October 4, 2010 written report of the Education Committee meeting was circulated.

Ms. Coey – Mrs. Jolly

That the Minutes be received and filed.

Carried.

b) Personnel Committee Meeting

The October 5, 2010 written report of the Personnel Committee meeting was circulated.

Dr. Ross – Mr. Bartlette

That the Minutes be received and filed.

Carried.

c) Policy Review Committee Meeting.

The October 5, 2010 written report of the Policy Review Committee meeting was circulated.

Trustee Bartlette noted the importance of the equity policy and procedures with respect to the work of future Boards and asked the Secretary-Treasurer to expand on the implications of the Policy and Procedures 1001.1. Mr. Barnes confirmed that the equity policy and procedures set out parameters that would affect the Board's work particularly in the area of budget and programming decisions.

Mr. Bartlette – Mrs. Jolly

That the Minutes be received and filed.

Carried.

e) Other:

- Trustee Ross spoke about the MSBA Region 1 meeting held in Minnedosa on September 30, 2010. She noted she would follow-up with more detailed discussions on items discussed at the meeting In-Camera.
- Trustee Karnes spoke about the recent meeting with Mr. Rick Borotsik, MLA Brandon West regarding the Board's concerns about the PSFB funding and the Division's Five-Year plan.
- Trustee Buri reported on the MERN meeting he attended in Winnipeg on September 29, 2010 regarding the "State of the Arts in School".
- Trustee Jolly reported on the "Start of the Youth Revolution" forum she attended which had been organized by Lili Jardine, the Drug and Alcohol Coalition Co-Ordinator.
- Trustee Snelling reported on the Child Nutrition Council General Meeting he attended. Mr. Snelling circulated a copy of the Annual Report 2009-2010 at the Board Table for all to review.

2.03 Delegations and Petitions

Mr. Darren Hardy, President, Brandon Teachers Association, "noted at the September 27, 2010 School Board meeting, motion 148 was passed, increasing the number of teaching positions for the 2010/2011 school year. BTA is very happy to see additional staff approved to alleviate pressure in some very difficult learning and working environments.

During the conversation that followed my public inquiry on that evening, a Trustee asked if the additional staffing salary exceeded the funding increase that the division experienced due to the increase in actual student enrolment. The answer from Mr. Barnes was that the additional staffing salary didn't use all of the additional funding from the government.

For the October 25th School Board meeting, BTA would like an explanation of how the additional money is being allocated. Providing BTA members with an explanation will enable them to better understand the operations of the Brandon School Division."

Mr. Hardy noted he was asking this question because he felt the more members were aware of where the money was going the better the staff understood the situation. He asked for this information for next meeting so that he could take the information back to the membership.

Mr. Barnes, Secretary-Treasurer, noted not all the money had been used because of the ever increasing EAL population. He confirmed that the Division was only one month into the current school year and that more money may be needed for teachers or EA allocation in the future. He confirmed there was still approximately \$150,000 or roughly two positions, which had not yet been allocated.

Trustee Coey inquired as to whether or not any of the money would be used for increases in instructional allocations. Mr. Barnes confirmed that the money has not been used for that at this time, but could be, if needed. Mr. Barnes also confirmed that he could provide a summary of money spent to date only if the Board directed him to do so.

Mr. Hardy also requested clarification regarding the process that a school must follow with respect to any additional staffing requests. Superintendent, Dr. Michaels, noted the request usually comes to the Superintendent's Office. The matter is discussed at Senior Administration and then goes to the Board through the Finance Committee. She also confirmed that the Superintendent's contingency fund has the increase in instructional allocations due to increases in EAL students.

The Chairperson thanked Mr. Hardy for his questions and directed the Secretary-Treasurer to provide the information requested for the next meeting.

2.04 Communications for Action

- a) Kerri Phillips and Melissa Stoesz, Student Council Teacher Advisors, Neelin High School, September 28, 2010, noting the 2010-2011 Student Representative Council at École secondaire Neelin High School has become increasingly inclusive as members were selected based upon their desire to improve their school as well as their roles in the school community. In the interest of providing the council members with the tools to succeed in their positions and attain their goals for the school community they have registered for the Manitoba Student Leadership Conference taking place October 14-15 at the International Peace Gardens. Neelin School has helped support their registration to reserve their spot at the conference in the amount of \$300.00. Mr. Adamski has provided for two teacher advisor registrations to be paid for from their Professional Development budget. They currently owe \$825.00 for the conference and Transportation costs in the estimated amount of \$200.00. They would very much like to lessen the cost of this opportunity for the council members who have committed to attending this conference and are requesting any financial support that can be made available by the Board in order to offset this cost.

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 – Numeracy Report – J. Lombaert

Mr. Jamie Lombaert, the Division's 2009-2010 Numeracy Specialist, spoke to the Board about the Division's numeracy work. He referenced research on math students, noting early math proficiency is a major predictor of later academic success. Mr. Lombaert spoke to the Division's Math Recovery program which was meant to address a numeracy knowledge gap. The Division currently has three Numeracy Support Teachers providing Math Recovery Programs. He noted the purpose of math recovery was to identify at-risk students through a unique assessment system; provide teachers with the intervention activities, tools and assessment materials required; and to build student confidence and help students attain success in mathematics and other curriculum areas. Mr. Lombaert also spoke about the other major initiatives in the Division with respect to numeracy, including Number PD which was needed to continue math recovery strategies in the classroom; build a deeper understanding of math and numbers; move away from the traditional algorithm to a deeper understanding of math; helping to build students' mental capacity and make sure students are numerate. He noted math is about understanding and not just memorizing therefore the way teachers are teaching students to add, subtract, multiply and divide is changing. Mr. Lombaert demonstrated this by showing the Board other strategies for multiplying 24×15 . Mr. Lombaert also spoke about algebra professional development noting algebraic reasoning has now been placed in the Grade 1 math curriculum and on the Grade 3 provincial assessment. He confirmed the goal is to move students away from solving with algebra to reasoning with algebra as this builds a greater understanding of number concepts for students. Mr. Lombaert concluded his presentation to the Board by reviewing the professional development which had taken place regarding the changes to the Grade 9 and 10 math curriculum.

Trustees asked questions for clarification regarding the age of students involved in the new math strategies. Trustees also inquired as to whether or not the Math Recovery program was a specific program like the Reading Recovery Program. Mr. Lombaert noted Manitoba is the first Province in Canada to have Math Recovery and that Brandon is only the second Division in Manitoba to offer Math Recovery. Therefore, unlike the Reading Recovery program, the Math recovery program does not yet have a trained trainer for the program.

The Chairperson thanked Mr. Lombaert for his presentation to the Board of Trustees.

- c) Items from Senior Administration Report:

2.06 Motions

151/2010 Mr. Bartlette – Mr. Karnes

That the request for financial assistance from eleven École Secondaire Neelin High School students to attend the Manitoba Student Leadership Conference to be held October 14 and 15, 2010 at the International Peace Gardens be approved in the amount of \$500.00

Discussions were held regarding the amount of money which would be provided to the 11 students attending the Leadership Conference. Secretary-Treasurer, Mr. Barnes, noted in the past the Board has provided \$300.00 per student which is approximately 30% to 40% of the students' total travel costs. He noted this was due to the fact students were usually travelling to conferences outside of the Province. Mr. Barnes noted the request from Neelin was for 11 students and that the conference was only an hour or so away therefore using the same formula, he would recommend total financial assistance in the amount of \$400 to \$500.

The Board agreed to include the sum of \$500.00 in the motion.

Carried.

Trustee Snelling asked about students who might not be able to raise any personal funds towards this event. He did not want to see anyone denied due to inability to pay. Superintendent, Dr. Michaels, confirmed that the \$10,000 budget enhancement was used by the high school principals for such situations and that no student would be denied due to inability to pay.

152/2010 Ms. Coey – Mr. Karnes

That a formalized comprehensive early childhood education program be developed utilizing the budget enhancement approved in the 2010/2011 Budget and a Division-wide pilot program request for funding be submitted to Manitoba Education.

Point of Privilege: Trustee Coey clarified the intent of this motion noting the “motion will be funded by the enhancement passed in the most recent budget deliberations regarding the Kinderlinks program. As this enhancement was passed as a regular budget item and built into future budgets, next year the funds will be utilized for the original intent which is to offer an Early Childhood Education program at the 4 schools that have historically the lowest EDI scores.”

Carried.

153/2010 Mrs. Jolly – Mr. Snelling

That the possibility of establishing “Child Honouring” in partnership with Brandon agencies and Community groups be referred to the Education Committee following the elections.

Trustee Bartlette asked Superintendent, Dr. Michaels, to expand on the “Child Honouring” initiative. Dr. Michaels spoke about the Child Honouring Centre in British Columbia and their work in advocating the rights of the child.

Carried.

154/2010 Mr. Bartlette – Mr. Karnes

That Policy 5016 be amended as follows:

- The words “Teacher Aide” be changed to “Educational Assistant” in the title of the Policy and throughout the body of the Policy;
- The word “Superintendent’s” in the first sentence be removed and replaced with the words “Secretary-Treasurer’s or Assistant Secretary-Treasurer’s”.

Carried.

155/2010 Mr. Bartlette – Mr. Snelling

That Policy 5037 – “Custodial/Custodial Aide Entitlements” be amended as follows:

- The word “Aide” be changed to “Assistant” in the title of the Policy and throughout the body of the Policy;
- The words “(E.g. St. Augustine/Sacred Heart, Kirkcaldy Heights/David Livingstone)” shall be removed from paragraph number 1 of the policy;
- The words “a maximum of” and “space” in paragraph number 2 shall be removed;
- In paragraph number 3 the words “less than” be replaced with the words “variations to”; the words “or above” be inserted before the word “capacity”; the words “reduced” be replaced with the words “varied”; the word “adequate” be replaced with the word “appropriate”; the word “Secretary-Treasurer” be replaced with the words “Director of Facilities and Transportation” and the words “to the Secretary-Treasurer” be added to the end of the paragraph.
- In paragraph number 4 the words “exceptions” be removed and replaced with the words “budget over-expenditures related” and the word “decision” be replaced with the word “approval”.

Carried.

156/2010 Ms. Coey – Mr. Karnes

That Policy 6026 be amended as follows:

- The words “Assistant” be changed to “Officer” in the title of the Policy and throughout the body of the Policy.

Carried.

2.07 Bylaws

Mr. Murray – Mr. Snelling

That By-Law 4/2010 for the purpose of authorizing payment of indemnities and mileage to Trustees and repeal By-law 4/2001 be given second reading, the first reading having been September 27, 2010.

Carried.

2.08 Giving of Notice

Mr. Snelling

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 approve Procedures 1001.1 – “Equity”.

Mrs. Jolly

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 rescind Policy 5031 – “Employment of Educational Assistants”.

Mr. Snelling

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 approve Policy 3030 – “Allocation For Appropriate Educational Programming”.

2.09 Inquiries

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

2.09b) Trustee Inquiries

1. Trustee Snelling noted he had received a letter from a parent from a school parent council asking for a \$20.00 “School Support Fee”. He noted he thought the Division had eliminated all such fees and inquired as to how a “school support fee” contributes to equity. He asked Senior Administration “What does our policy say about “School Support Fees”? Mr. Snelling passed the school information and his inquiry to Senior Administration to review.
2. Trustee Coey noted a parent concern from a JV volleyball player’s family regarding the high fee requested by the team in the amount of \$600.00. She noted that high school programs are not club programs but appear to be developing into such and asked Senior Administration to look into the matter.

Superintendent, Dr. Michaels, noted often the amount of money requested to partake in school sports revolves around transportation and the community expectation that travel is needed in order to compete. She noted the concerns of high school principals and coaches with respect to school sponsored activities which are endorsed and encouraged, yet funding is not provided. She agreed this is an area that needs to be attended to and looked at carefully.

3. Trustee Coey also noted concern by an uncle whose 6 year old niece is taking a one hour bus ride every morning to attend school. This one hour ride also includes an unsupervised transfer. She asked if it was necessary and accurate that the Division has an urban one hour route when the maximum commute in the City of Brandon is 12 minutes. She also noted the child is making an unsupervised transfer at a high school and felt that 6 years was too young to make such a transfer, especially at a High School. She asked the Facilities and Transportation Committee to consider this issue in terms of governance.

Secretary-Treasurer, Mr. Barnes, noted all city bus routes should be less than one hour. He asked that Trustee Coey provide him with specific information so that he could review the matter with the Supervisor of Transportation. Associate Superintendent, Mr. Malazdrewicz, noted all bus drivers have a list of who should be on their bus, even though they do not “call roll”. He also reviewed the transfer process which takes place at the high school transfer point.

4. Trustee Coey asked Senior Administration to supply, at the next Board meeting, the current class sizes across the Division?
5. Trustee Jolly noted a parent concern regarding the traffic congestion at École Harrison and in particular vehicles at the school's shop entrance. She asked if anyone from the Division was monitoring the situation.

Secretary-Treasurer, Mr. Barnes, noted there was very little parking on the school side of the building. He would ask the Director of Facilities and Transportation to look into the matter.

6. Trustee Bartlette asked if the Division would be applying for the French Grant referenced in the current agenda.

Associate Superintendent, Mr. Malazdrewicz, noted the Division had just received \$53,000 from 2010-2011 year's grant application. He noted the 2011-2012 grant application is currently being prepared for submission in the new year.

7. Trustee Bartlette referencing Education Minister Nancy Allan's letter regarding the “Excellence in Teaching” awards asked that the matter be addressed In-Camera.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Trustee Ross, citing the Quality in Learning report from Betty Gibson School, requested clarification regarding the two new English as an Additional Language initiatives and how they will be tracked and monitored.

Superintendent, Dr. Michaels, highlighted the following items in the Report of Senior Administration:

- The formation of a Literacy Committee at King George School;
- Integration of Geographic Information Systems into the classroom at Neelin High School;
- The formation of an Academic Support Team at Riverview School;
- The formation of the Senior High Review Session regarding the implementation of Policy and Procedures 452 – Assessment, Evaluation, and

Reporting of Student Learning and Achievement” at the Senior High School Level;

- The Faye Brownlie workshop;
- The Senior High Access Committee meeting; and
- The Principal Preparation Program.

Discussions were held regarding the benefit of having foreign exchange students in the school system.

Trustee Murray requested clarification regarding the number of suspensions reported at Crocus Plains during the first month of school.

Mr. Snelling – Mrs. Jolly

That the report be received and filed.

Carried.

3.02 Communications for Information

- a) Darryl Gervais, Acting Director, Instruction, Curriculum and Assessment Branch, Manitoba Education, September, 2010, announcing the *Grade 11 Biology: A Foundation for Implementation* document which is available on the Manitoba Education website as www.edu.gov.mb.ca/k12/cur/science/scicurr.html.

Referred to Education Committee.

- b) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, September 7, 2010, regarding the use of school facilities as polling stations for Provincial Election, October 4, 2011. She notes she met with Elections Manitoba and Manitoba Education who recognizes the legitimate concerns raised in previous years by some school boards about security issues and programming interruption associated with the use of school space for election purposes and that they are prepared to work with divisions in addressing these concerns. The Election will be held on October 4, 2011 and any identified needs for additional security personnel should be communicated to Elections Manitoba no later than March 2011.

Ordered Filed.

- c) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, September 22, 2010, noting this fall will see a convergence of events that will draw significant, and largely negative, attention to the American public education system. The two most significant are the release of a new documentary, *Waiting for Superman*, and NBC’s two-day “Education Nation” summit. Ms. Duhamel’s memo and attachments are intended to provide the Board with:

- background information about these two events;
- information to provide balance to the negative portrayal of public education in the film; and
- information on Canada’s public schools and student achievement, should efforts be made to extend the conclusions reached in *Waiting for Superman* north of the 49th parallel.

Ordered Filed.

- d) Hugh Coburn, President, Manitoba School Boards Association, September 24, 2010, addressed to the Honourable Nancy Allan, Minister of Education and the Honourable Ron Lemieux, Minister of Local Government, requesting a joint meeting with the Ministers to discuss a matter of increasing urgency. He attached correspondence sent in July, 2008 to the Honourable Peter Bjornson, Minister of Education, Citizenship and Youth from the MAST/PSFB Joint Working Group. He notes there is little evidence of progress toward any definitive Government response to the recommendations contained in the letter to Minister Bjornson. The MSBA is also deeply concerned about recent developments which suggest that municipal planning policies and processes do not give due consideration to the role of schools as a vital element of community infrastructure, nor are they sufficiently inclusive of school boards as collaborators in the planning process. A further concern is the reduction in developers' obligation for land dedication for school sites and dramatic increases in the cost of school site land acquisitions for both school divisions and the PSFB. At a time when municipal officials are often critical of school division expenditures and school boards are being pressured to limit property tax increases, this seems a very contradictory and troubling policy position for a municipal authority to take. They look forward to meeting with the Ministers at their earliest convenience to explore solutions to the issues identified in their letter and the letter of July 2008 to the Minister of Education, Citizenship and Youth.

Ordered Filed.

- e) Simone Touchette, Educational Officer, Bureau de l'éducation française Division, September, 2010, noting under the *Canada-Manitoba Agreement for Minority Language Education and Second Official Language Instruction*, school divisions, independent schools and non-profit organizations will have the opportunity again this year to submit requests for financial assistance for projects meeting the criteria of the French Second Language Revitalization Program. Financial assistance will be granted for the purpose of meeting the objectives set by Manitoba in its Action Plan. The grant is awarded on a year-to-year basis, with the possibility of being extended the following year. Division's can now apply online on the provincial government's website at the following address: www.edu.gov.mb.ca/languages/index.html.

Referred to Superintendent's Office.

- f) The Honourable Nancy Allan, Minister of Education, September, 2010, noting Manitoba Education is pleased to launch the fifth annual *Minister's Awards* to recognize and to celebrate outstanding Manitoba teachers and school administrators. She invites school trustees, superintendents, principals, teacher colleagues, students and parents to nominate exceptional educators in their community who are deserving of an award. Information on the nomination process and all necessary forms are available only at www.edu.gov.mb.ca/k12/excellence/. The submission deadline for nominations is December 10, 2010.

Referred to Superintendent's Office.

- g) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, October 6, 2010, noting the MSBA office has received calls of concern from member school boards about the nature of some of the questions being put to school trustee candidates by local teacher associations. Certain of these speak to collective bargaining issues and more specifically to candidate's commitment to

achieving particular bargaining outcomes. She notes effective school board governance requires fairness and impartiality from elected members in addressing issues before the board and recognizes the confidential nature of certain issues and information in the realm of employer-employee relations. The MSBA would advise all trustee candidates to be mindful of these governance imperatives in determining whether and/or how to respond to questions posed by citizens, employee groups and media outlets.

Ordered Filed.

3.03 Announcements

- a) Facilities and Transportation Committee Meeting – 10:00 a.m., Thursday, October 14, 2010, Conference Room.
- b) Finance Committee Meeting – 9:30 a.m., Monday, October 18, 2010, Board Room.
- c) Workplace Safety and Health Committee Meeting – 1:00 p.m., Wednesday, October 20, 2010, Conference Room.
- d) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, October 25, 2010, Board Room.
- e) School Trustee Elections, Wednesday, October 27, 2010.

Mr. Murray – Ms. Coey

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

- Trustee Inquiries

- a) Dr. Michaels responded to Trustee inquiry on a student issue.

4.02 Personnel Matters**- Reports**

- a) Confidential #1 – Personnel Report was noted and Ms. Switzer responded to Trustee inquiries.
- b) Confidential #2 – Report of Joint Job Evaluation Committee was reviewed by Trustee Coey and Trustee inquiries were responded to.

- Trustee Inquiries

- a) An inquiry on a senior administration personnel matter was discussed.

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

- a) Trustee Ross provided information regarding the Manitoba School Boards Association Regional Meeting and received direction.
- b) Trustee Bartlette presented a Board operations matter that was discussed.

Mr. Snelling – Mrs. Jolly

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

Carried.

IN BOARD

5.00 ADJOURNMENT

Dr. Ross – Mr. Murray

That the meeting do now adjourn. (9:10 p.m.)

Carried.

Chairperson

Secretary-Treasurer