

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, DECEMBER 14, 2009

PRESENT:

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

Secretary-Treasurer, Mr. G. F. Barnes

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

REGRETS:

The meeting was called to order at 7:05 p.m. The Chairperson welcomed all visitors to the meeting.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

The Secretary-Treasurer requested the following amendments:

- a) Addition of Confidential #6 on a teaching staff matter.
- b) Verbal Confidential report on a support staff item.
- c) Announcements item c) Divisional Futures & Liaison Committee Meeting and d) Policy Review Committee Meeting both cancelled.
- d) 2.05 Business Arising – From Report of Senior Administration – Items from Senior Administration Report – three items referred to motions.

Mr. Murray – 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 November 23, 2009 were circulated.

Mr. Snelling – Mr. Karnes

That the Minutes be received and filed.

Carried.

- b) The Minutes of the Special Board Meeting held November 30, 2009 were circulated.

Mrs. Jolly – Ms. Coey
That the Minutes be received and filed.
Carried.

2.0 GOVERNANCE MATTERS:

2.01 Presentations For Information

2.02 Reports of Committees

- a) Finance Committee Meetings

The written report of the November 16, 2009 Finance Committee Meeting was reviewed as circulated.

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

The written report of the December 8, 2009 Finance Committee Meeting was reviewed as circulated.

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

- b) Divisional Futures & Liaison Committee Meeting

The written report of the November 19, 2009 Divisional Futures & Liaison Committee meeting was reviewed as circulated.

Mrs. Jolly – Mr. Snelling
That the Minutes be received and filed.
Carried.

- c) School Division Parent Liaison Committee Meeting

The written report of the November 19, 2009 School Division Parent Liaison Committee meeting was reviewed as circulated.

Mrs. Jolly – Mr. Karnes
That the Minutes be received and filed.
Carried.

d) Policy Review Committee Meeting

The written report of the November 24, 2009 Policy Review Committee meeting was reviewed as circulated.

Mr. Bartlette – Mrs. Jolly

That the Minutes be received and filed.

Carried.

e) MSBA Resolutions Committee Meeting

The written report of the December 1, 2009 MSBA Resolutions Committee meeting was reviewed as circulated.

Mr. Bartlette – Ms. Coey

That the Minutes be received and filed.

Carried.

f) Personnel Committee Meeting

The written report of the December 1, 2009 Personnel Committee meeting was reviewed as circulated.

Dr. Ross – Mr. Murray

That the Minutes be received and filed.

Carried.

g) Chamber/Division Ad-Hoc Committee Meeting

The written report of the December 2, 2009 Chamber/Division Ad-Hoc Committee meeting was reviewed as circulated.

Ms. Coey – Mr. Karnes

That the Minutes be received and filed.

Carried.

h) Education Committee Meeting

The written report of the December 3, 2009 Education Committee meeting was reviewed as circulated.

Ms. Coey – Mr. Murray

That the Minutes be received and filed.

Carried.

i) Meeting with Progressive Conservative Party Leader.

Mr. Buri, Chair, reported on the meeting with the Progressive Conservative Party Leader, Mr. McFadyen noting the response and comments on education issues were genuine and thought out. It was stated that the meeting was beneficial.

j) Meeting with Minister of Education

The Chairperson, Mr. Buri reported, also reported on the November 26, 2009 meeting with Ms. Nancy Allan, Minister of Education. The response to our questions and her interest in education were noted. Mr. Buri stated that the opportunity to meet with the Minister was appreciated.

2.03 Delegations and Petitions

- a) Scott Hayward, representing Students In Free Enterprise (SIFE), a business student organization at Brandon University, was present to speak of their organization. He explained the operation of their program at Brandon University noting the success achieved at both regional and national competitions being in the top ten of universities in the country. Mr. Hayward explained some current projects being undertaken in schools and the community: Agribusiness Competition, Buyer Beware, Money Matters, The Biz (small business consulting), WISE (Westman Immigrant Services Enhancement), Trendsetters and Northern Trip. It was stated that the goal of the presentation was to develop a relationship between the two organizations as they reach out to businesses, social service organizations and community service organizations. Mr. Hayward responded to Trustee inquiries. Trustees thanked Mr. Hayward for his presentation.

2.04 Communications for Action

- a) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, November 18, 2009, inviting school boards to nominate an outstanding school-based program for the 2010 Premier Award for School Board Innovation. Nominations must be received by Friday, February 5, 2010. (Appendix "A").
Referred Business Arising.
- b) Helen Bridging, in regard to the Convergys building being "annexed" to New Era being a win-win situation for Brandon City Council and Brandon School Board.
Referred Business Arising.

2.05 BUSINESS ARISING

- From Previous Delegations

- a) The November 23, 2009 delegation by Mr. Howard Hoy providing an update on Neelin High School Off-Campus Scholarships was considered. Mr. Buri, Chairperson, expressed appreciation for Mr. Hoy's continuing contribution to the Off-Campus High School Program. It was agreed a letter be sent expressing the Boards appreciation.
- b) The delegation presented at the November 23, 2009 Regular Board Meeting by Mr. D. Hardy, President, Brandon Teachers' Association regarding budget preparations and implementation of the Blue Cross Compulsory Health Plan was noted. Trustees agreed a letter be forwarded to Mr. Hardy thanking him for the delegation and comments.

- From Board Agenda

- a) The correspondence from Carolyn Duhamel, Executive Director, Manitoba School Boards Association, from Communications for Action 2.04a), inviting school boards to nominate an outstanding school-based program for the 2010 Premier Award for School Board Innovation was considered. It was noted that the nominations must be received by Friday, February 5, 2010.
Referred Education Committee.
- b) The correspondence from Helen Bridging from Communications for Action 2.04b), in regard to the Convergys building being “annexed” to New Era being a win-win situation for Brandon City Council and Brandon School Board was discussed. It was stated that this matter had been considered by the Facilities/Transportation Committee while considering the Single Track French Immersion School but the Convergys building did not meet the needs of the Division. Further, it was noted that the City of Brandon had plans for the building with it presently being up for sale. The Board agreed a letter be forwarded to Ms. Bridging thanking her for the correspondence.

- MSBA issues (last meeting of the month)

NIL

- From Report of Senior Administration

- a) School Reports

NIL

- b) Learning Support Services Report – Bill Bolley and Carolyn Blaine, Division Social Workers delivered a power point presentation providing background information, purpose and objectives, key responsibilities, duties, future considerations and concerns regarding the social work services being provided to students and parents throughout the Division. The presenters responded to the Trustee inquiries in detail and at length. The Chairperson thanked the presenters for the informative report.
- c) Items from Senior Administration Report
- Travel Reimbursements – Referred to Motions.
 - MUST Fund July 1, 2010 Fee Assessment – Referred to Motions.
 - Wide Area Network Connectivity Project – Referred to Motions.

2.06 Motions

190/2009 Mr. Mayes – Mr. Karnes

That the procedural Form 1007.2b “Outlook Live User Agreement” be amended as Form 1007.2a.

Carried.

191/2009 Mrs. Jolly – Mr. Bartlette

That the Board submit to the MSBA Resolution and Policy Committee, resolutions on the following:

- 1) Private Donations For Capital Projects
- 2) Provincial Support – High Ability Learners
- 3) Mandatory Kindergarten
- 4) Pre Kindergarten Program
- 5) Addiction's Foundation of Manitoba Support
- 6) High Ability Learners
- 7) School Bus Ridership Program
- 8) Manitoba Liquor Control Commission Contribution
- 9) Associate Membership – First Nations Education Authority
- 10) High Ability Learners Programming – Bill 13 Appropriate

Carried.

192/2009 Ms. Coey – Mr. Mayes

That Trustees Coey, Karnes and Secretary-Treasurer G. Barnes be appointed as Division representatives to the Joint Job Evaluation Review Committee.

Carried.

193/2009 Mrs. Jolly – Mr. Bartlette

That the request for sabbatical leave for John Kreshewski, teacher, be approved at half time each school year of 2010-2011 and 2011-2012 at an approximate cost of \$21,000 per year, subject to admission acceptance and finalization of details with the Superintendent.

Carried.

194/2009 Ms. Coey – Mr. Karnes

That Confidential #4 regarding Out of Scope salary adjustments be adopted for 2009 and 2010.

Carried.

195/2009 Mr. Bartlette – Mr. Karnes

That continued participation in the Manitoba School Boards Association Universal Standards Trust (MUST) Fund at a 2010 fee assessment of approximately \$8,157.19 be approved.

Carried.

196/2009 Ms. Coey – Mr. Mayes

That the request for 4.0 FTE additional teacher staff positions at a cost of \$133,800 (effective February 1, 2010), 3.0 EAL education assistants at a cost of \$40,200 and 6.0 AEP education assistants at a cost of \$82,000 be approved and funded as follows:

EAL Provincial Grant	\$174,000
Enrolment Change Grant	70,600
Library Professional Services	11,400

Carried.

197/2009 Mrs. Jolly – Mr. Bartlette

That the technology related wiring for Green Acres School in the estimated amount of \$65,000 be approved and further the project be supported from previous years unallocated Section D funding.

Carried.

198/2009 Mr. Mayes – Mr. Karnes

That Form 3013 be amended by changing the kilometer rate to now be “38.0¢”, the mileage to Shilo to be “\$23.00” and the mileage to Winnipeg to be “\$161.00”.

Carried.

199/2009 Mr. Karnes – Mr. Mayes

That the proposal from Westman Communications Group in the amount of \$947,500 for the unmanaged connectivity project for a 20 year term be accepted in principle, subject to final arrangements and agreement approval between the parties and finalization of financial arrangements requiring Public Schools Finance Board authorization.

Carried.

2.07 Bylaws

2.08 Giving of Notice

2.09 Inquiries

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

Deb Arpin, President, CUPE Local 737, requested clarification of a comment at the previous Board Meeting referencing our Division as an urban Division. Trustees responded that our Division was “rurban” with the previous comment on urban relating to similar programming provided by our Division related to other urban Divisions.

2.09b) Trustee Inquiries

Trustee inquiries were as follows:

- a) Trustee Jolly inquired regarding the transfer of the George Fitton Life Skills students as related to implementation of Single Track French Immersion Program.

The Superintendents replied that the transfer was required due to the space requirements needed at George Fitton and the low number of students (5-6) presently at George Fitton.

- b) Trustee Jolly asked if the special aboriginal program presently available at Harrison School would be available at George Fitton School.

Dr. Michaels responded that the Finding My Way Program was being moved to New Era but an aboriginal program was being considered subject to available funding.

- c) Trustee Jolly inquired as to whether our Division is similar to other areas whereby the number of female First Nation student graduates is greater than the number of male students graduating.

Dr. Michaels responded noting experience in our Division was similar.

- d) Trustee Mayes referenced the implementation of the Home Logic SIRS computer program.
Mr. Malazdrewicz replied noting the staff member assigned to this matter in dealing with some of the difficulties being experienced.
- e) Trustee Mayes inquired regarding the installation of the SmartBoards.

Mr. Barnes responded that all smart boards purchased as of June 30, 2009 had been installed with K-4 computers now being installed to be followed by later SmartBoard purchases.

- f) Trustee Mayes inquired regarding a computer lab at Green Acres School.

Associate Superintendent, Mr. Malazdrewicz, explained that the Division discontinued the installation of computer labs several years ago moving to integrate computers into each classroom. There is no intention to have a computer lab at Green Acres School.

- g) Trustee Mayes asked if Parent Councils could operate a Before & After School program in a school.

G. Barnes, Secretary-Treasurer, responded that presently such programs are operated by the YMCA but if a parent council were to apply to the Division and satisfactory arrangements could be made with the school principal a Before & After School program request would be appropriately considered.

- h) Trustee Coey inquired regarding the Life Skills facilities at George Fitton and Riverheights Schools.

Mr. Malazdrewicz advised that the Life Skills facilities at Riverheights School were better as they were being newer, larger and specifically constructed as a Life Skills suite. He also noted that due to the low numbers in the George Fitton Life Skills Program, these students could easily be accommodated at Riverheights School.

- i) Trustee Snelling commented on the concern regarding high energy drinks expressed in the School Division Parent Liaison Committee Minutes and referred to the Nutrition Policy as it relates to this matter.

Dr. D. Michaels responded that as the Division has a policy it could be reviewed to consider this matter. It was agreed to have the Education Committee review the policy as they had been involved in its initial establishment.

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

- a) Secretary-Treasurer, G. Barnes, referenced the \$8,178.10 liability insurance rebate received on last year's operation of the Manitoba Schools Insurance Program (MSIP).
- b) Dr. Michaels and Mr. Malazdrewicz responded to Trustee inquiries regarding the Crocus Plains Regional Secondary School Environmental Studies Program and the EAL student enrolment update.

Mrs. Jolly – Mr. Snelling

That the report be received and filed.

Carried.

3.02 Communications for Information

- a) Copy of a letter from Ron R. Schuler, PC Education Critic, November 18, 2009, to Minister of Education, Nancy Allan, inquiring about the department's policy for school division expenditures related to the purchase of hand sanitizers used to prevent the spread of H1N1 in the classroom. He notes that some school divisions are forced to cover these H1N1 prevention-related costs with money allocated for the delivery of education and they have requested reimbursement from the province. As the Education Critic for the PC party he urges the government to allocate additional funds to school divisions for expenditures related to the prevention of H1N1.

Ordered Filed.

- b) Copy of a letter from Karen Velthuys, Chair of the Board, Pembina Trails School Division, November 12, 2009 requesting that the Province consider providing funding to school divisions to fully or partially support the cost school divisions are obligated to pay for the retroactive increase in tariff of royalties to the Copyright Board of Canada.

Ordered Filed.

- c) Judith Baldwin, Coordinator of the Premier's Secretariat on behalf of the Honourable Greg Selinger, Premier of Manitoba, November 16, 2009 thanking the Board for the recent letter and advising that a response is forthcoming from the office of Honourable Nancy Allan, Minister of Education.

Ordered Filed.

- d) Darryl Gervais, Acting Director, Instruction, Curriculum and Assessment Branch, Manitoba Education, Citizenship and Youth, November 2009, to provide an update on the distribution by Manitoba Education, Citizenship and Youth of the document entitled Manitoba Grants for Education for Sustainable Development, distributed to Kindergarten to Grade 12 schools and published online at 222.edu.gov.mb.ca/k12/esd.

Referred to Secretary-Treasurer's Department.

- e) Hedy Friesen, Administrative Assistant, City Clerk's Office, November 18, 2009 advising that the Council of the City of Brandon at its November 16th, 2009 meeting appointed Councillors Murray Blight, Ken Fitzpatrick and Jim McCrae to the Joint Task Force with terms of office to expire October 28th, 2010.
Ordered Filed.
- f) Naomi Kruse, Executive Director, Manitoba Association of Parent Councils, November 23, 2009 expressing appreciation to our School Division for our 2009-2010 membership.
Ordered Filed.
- g) Nancy Allan, Minister of Education, Citizenship and Youth, November 24, 2009, on behalf of the Premier in response to the Board's letter regarding funding for incremental H1N1 preparedness expenses, noting that in regard to financial assistance, the Preparedness Guidelines for Manitoba School Divisions and Schools (K-12) contemplates financial losses in section 2.4.2.6., and that any financial assistance for those expenses will be subject to broader public policy decisions in the event of a pandemic.
Ordered Filed.
- h) Copy of a letter from Dr. Donna M. Michaels, Superintendent of schools/Chief Executive Officer, Brandon School Division to Mr. Claren Turner, November 25, 2009 thanking him for his recent book recovery efforts for the seventh consecutive year.
Ordered Filed.
- i) Karla Willis, Scheduling Assistant to the Premier, November 25, 2009, on behalf of the Honourable Greg Selinger, Premier of Manitoba thanking the Board for the recent letter advising that a copy was forwarded to Honourable Nancy Allan, Minister of Education, for her consideration and response.
Ordered Filed.
- j) Heather Demetriooff, Associate Director Manitoba School Boards Association, December 2, 2009 advising that in 2009 the Convention Planning Committee selected to support KidSport TM Canada (administered by Sport Manitoba) with proceeds from sales of raffle tickets, that 2010 will mark the 10th year of this very popular component of the Convention, being confident that school boards will contribute to this charity with donations and the purchase of raffle tickets and asking that we advise by March 5, 2010 if our Division will be participating.
Referred to Secretary-Treasurer's Department

3.03 Announcements

- a) Education Committee Meeting, 1:30 p.m., Monday, December 14, 2009, Board Room.
- b) Friends of Education Meeting, 11:30 a.m., Wednesday, December 16, Conference Room.

- c) Education Committee Meeting – 1:30 p.m., Monday, January 4, 2010, Board Room.
- d) Personnel Committee Meeting – 10:00 a.m., Tuesday, January 5, 2010, Board Room.
- e) Chamber/Division Ad-Hoc Committee Meeting – 11:30 a.m., Wednesday, January 6, 2010, Conference Room.
- f) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, January 11, 2010, Board Room.

Mrs. Jolly – Dr. Ross

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) Confidential #2 on a Student Instructional Matter was discussed noting that the matter had been addressed.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 - Personnel Report was noted.
- b) Confidential #3 – Administrator Re-Assignments was discussed at length and referred to motions.
- c) Confidential #4 – Out of Scope Salary Adjustments was noted as previously approved under motions.
- d) Confidential #5 – 2010/2011 Budget Estimates – Salaries was reviewed in detail and agreed to for preparation of the preliminary budget.
- e) Confidential #6 on a teacher staff request was discussed in detail and referred to motions.
- f) The Secretary-Treasurer reported verbally on a support staff issue.

- Trustee Inquiries

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

Mr. Snelling – Dr. Ross

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

Carried.

IN BOARD

Mr. Mayes – Mrs. Jolly

That it now being 11:00 p.m., the rules be suspended and the meeting continue in session until completion of business.

Carried.

200/2009 Dr. Ross – Ms. Coey

That Confidential Report No. 3 be adopted; the recommendation of Principal reassignments contained therein to be released to the public after 10:00 a.m. on December 15, 2009.

Carried.

201/2009 That Confidential No. 6 as presented at this meeting be approved as requested.

Carried.

5.00 ADJOURNMENT

Mr. Snelling – Dr. Ross

That the meeting do now adjourn (11:20 p.m.)

Carried.

Chairperson

Secretary-Treasurer