



BRANDON SCHOOL DIVISION

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES, THE BRANDON SCHOOL DIVISION, HELD IN THE J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE, 1031 - 6TH STREET, BRANDON, MANITOBA, AT 7:00 P.M., MONDAY, MARCH 24, 2014.

PRESENT:

Mr. M. Sefton, Chairperson, Mr. J. Murray, Vice-Chairperson, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. D. Karnes, Mr. G. Kruck, Dr. L. Ross, Mr. M. Snelling, Mr. K. Sumner.

Assistant Secretary-Treasurer, Ms. E. Jamora, 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.

REGRETS:

Mr. D. Labossiere, Secretary-Treasurer.

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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Trustee Sefton requested the addition of one item for In-Camera discussion.

Trustee Bowslaugh noted she had a report regarding the Western Manitoba Science Fair she wished to speak to under Section 2.02 "Reports of Committees".

Mr. Snelling – 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 March 10, 2014 were circulated.

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

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

- a) The Chairperson recognized Ms. Glenda Zelmer, Teacher, Crocus Plains Regional Secondary School and Constable Dave Scott, City of Brandon Police Services School Resource Officer, for their quick intervention regarding a student matter which resulted in a positive outcome for all involved. Ms. Zelmer had also been recognized by the City of Brandon Police Services for her involvement in the situation. Ms. Zelmer, Constable Scott and Chief Grant, of the City of Brandon Police Services all spoke about the positive impact of the working relationship and partnership between the Division and the City Police. The Chairperson thanked both Ms. Zelmer and Constable Scott for their involvement and commended them for saving the life of a student.
- b) Members of the Vincent Massey High School Student Council spoke to the Board of Trustees about various events and activities that the student council has been hosting and participating in over the past year. They highlighted their participation in the Canadian Student Leadership Conference noting the experiences they had gained through their attendance at the event. They thanked the Board of Trustees for providing financial assistance over the past years for the members of student council to attend such events.

2.02 Reports of Committees

- a) Parent Guardian Division Advisory Committee Meeting

The written report of the Parent Guardian Division Advisory Committee meeting held on February 19, 2014 was circulated.

Superintendent, Dr. Michaels, referencing the minutes wherein the Committee directed that discussions regarding the financial benefit of chocolate bars as a fundraiser, noted those discussions should take place at the Policy Review Committee meeting and not the Education Committee meeting as stated in the Committee minutes.

Mrs. Bowslaugh – Mr. Snelling

That the Minutes be received and filed.

Carried.

- b) Friends of Education Committee Meeting

The written report of the Friends of Education Committee meeting held on March 5, 2014 was circulated.

Trustee Snelling requested clarification regarding the request to use the Friends of Education Fund for a City project such as the Mobile Education Project.

Trustee Murray referred to past practice with respect to the Friends of Education Fund collecting guitars. He noted it was the school that put out the request, not the BSIMA, and the schools owned the instruments. He suggested the music teacher involved in the collection of guitars be contacted regarding procedures. He also suggested the minutes of past Friends of Education Fund Committee meetings be reviewed for information on this matter.

Mr. Bartlette – Mr. Murray

That the Minutes be received and filed.

Carried.

c) Divisional Futures and Community Relations Committee Meeting.

The written report of the Divisional Futures and Community Relations Committee meeting held on March 5, 2014 was circulated.

Mrs. Bowslaugh – Mr. Bartlette

That the Minutes be received and filed.

Carried.

d) Personnel Committee Meeting.

The written report of the Personnel Committee meeting held on March 10, 2014 was circulated.

Trustee Bowslaugh expressed concern regarding the support staff pension plan citing the issues and difficulties surrounding the teacher pensions when she was involved with that matter.

Dr. Ross – Mr. Kruck

That the Minutes be received and filed.

Carried.

e) Other

- Trustee Sefton reported on the Manitoba School Boards Association 2014 Annual General Meeting held March 13 – 15, 2014 at the Delta in Winnipeg.
- Trustee Bowslaugh reported on the Western Manitoba Science Fair held March 18, 2014. She noted 469 students from the Brandon School Division participated. Mrs. Bowslaugh circulated information on the projects which had received awards.

2.03 Delegations and Petitions

- a) Ms. Robin Leslie, Parent, appealed to the Board of Trustees regarding the decision of the Facilities and Transportation Committee to deny an exception to policy with respect to bussing for her child from day care to Kirkcaldy Heights School. She provided information regarding her circumstances, the distance the child walked from day care to school, the route the child had to take as well as providing pictures of the route. Trustees asked questions for clarification including the age of the child, where the day care facility was located, how long the child had been attending day care, whether or not the other children at day care were bussed and how the child got back to day care at the end of the school day. The Chairperson thanked Ms. Leslie for her presentation noting that the Board would deliberate on the matter and provide a response to her request at the next regular meeting of the Board of Trustees.

2.04 Communications for Action

- a) Amber Donnelly, student, Vincent Massey High School, March 4, 2014, noting she has been accepted to the Canadian Gene Cure Foundation to participate in the Gene Researcher for a Week Program. She has been assigned to the University of Alberta Faculty of Medicine and Dentistry, where researchers are using the fruit fly to study the regulation of a tumor suppressor protein and adhesion proteins which, if they mutate in humans, cause

Neurofibromatosis Type 2. To attend the program she is required to organize her own flight from Brandon to Edmonton, her own accommodations and Meals. The Canadian Gene Cure Foundation will reimburse her \$500. That money only covers one third of her expenses which came to approximately \$1,500 (\$600 for plane tickets, \$500 for hotel, and \$400 for food). Therefore she is asking the Board of Trustees for assistance in covering her expenses to participate in the program.

Referred Business Arising.

- b) Janis Arnold, MSBA Board Development Consultant, March 4, 2014, regarding the "Understanding the Role of the Secretary-Treasurer" Workshop to be held Friday, April 25, 2014, at the Victoria Inn, Brandon. The purpose of the workshop is to explore the scope and complexities of the secretary-treasurer role in modern day school divisions. The morning program will focus on the notion of shared leadership and the role of the secretary-treasurer within that paradigm. The afternoon session will provide participants with the opportunity to hear about three case studies and to explore concrete examples of the secretary-treasurer's contributions as part of the divisional senior leadership team. Registration information has been included in the package.

Referred MSBA Issues.

- c) Mr. Floyd Martens, President, Manitoba School Boards Association, March 6, 2014, responding to the Board's letter of March 1st concerning the composition of the ad hoc committee which the Executive had created to explore the services and funding structure for the Manitoba School Boards Association. In determining the composition of the ad hoc committee, the MSBA Executive took into consideration the scope of the work and the level of understanding of the organization that is required. Past presidents, in their roles at the Executive table over multiple years, have had extensive exposure to the inner workings and the day-to-day functioning of the association and therefore, in the Executive's view, are best positioned to fulfill the mandate assigned to the ad-hoc committee. MSBA member school boards are welcome at any time to share with the committee or the Executive their views and/or suggestions about MSBA services and financial matters so that the committee may consider these in their study and deliberation about these issues.

Referred MSBA Issues.

2.05 Business Arising

- From Previous Delegation

- From Board Agenda

- a) The correspondence from Amber Donnelly, student, Vincent Massey High School, from Communications for Action 2.04a), noting she has been accepted to the Canadian Gene Cure Foundation to participate in the Gene Researcher for a Week Program and asking the Board of Trustees for assistance in covering her expenses to participate in the program was discussed. It was recommended that the sum of \$400 be provided for the student to participate in the program. The Board directed a motion be brought forward later in the evening.

- MSBA issues (last meeting of the month)

- a) The correspondence from Janis Arnold, MSBA Board Development Consultant, from Communications for Action 2.04b), regarding the "Understanding the Role of the Secretary-Treasurer" Workshop to be held Friday, April 25, 2014, was discussed. It was noted that five representatives from the Brandon School Division could attend the workshop. The Board agreed that the Assistant Secretary-Treasurer attend with the Secretary-Treasurer, if she was interested in the workshop. Trustee Bartlette noted he was available to attend should any of the Board members required to attend, were unable to attend the workshop.
- b) The correspondence from Mr. Floyd Martens, President, Manitoba School Boards Association, from Communications for Action 2.04c), responding to the Board's letter of March 1st concerning the composition of the ad hoc committee which the Executive had created to explore the services and funding structure for the Manitoba School Boards Association was discussed. The Chairperson noted he had heard from some urban trustees who supported the Board's position regarding the need for representation on the ad hoc committee from the rural areas. Discussions were held as to whether or not to forward a letter to the ad hoc committee noting the specific concerns of the Brandon School Division. It was agreed, before forwarding a letter, the Board needed to understand what was the intent of the Committee, including did they plan to meet with other Boards? The Board agreed that Trustee Murray would contact members of the ad-hoc committee on an informal basis to obtain an immediate response regarding intent and determine if Boards would have the opportunity to speak to the matter. Discussions were also held regarding procedures to be followed before implementation of any changes could take place. Mr. Murray noted that this would be a change to the MSBA by-laws and therefore it would need to be brought to the AGM in 2015 before any final decisions and implementation could take place.

- From Report of Senior Administration

- a) School Reports - NIL
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report
 - Vincent Massey High School Off-Site Activity Request – Referred Motions.

2.06 Public Inquiries (max. 15 minutes)

- a) Barb Gribben, Recording Secretary, CUPE Local 737 and Chair of CUPE Manitoba School Division Sector, asked the Board of Trustees if at the Manitoba School Boards Association AGM there had been any resolution passed to increase the premiums with respect to the support staff pensions. Trustee Ross confirmed there had not been a resolution. She noted that Mr. Craig Wallis, Labour Relations for MSBA, confirmed a report is still being formulated to be presented to the Pension Committee.

2.07 Motions

23/2014 Mr. Bartlette – Mr. Snelling

That the trip involving twenty four (24) grades 10 to 12 World History students, from Vincent Massey High School to make a trip to Oahu, Hawaii from March 28 – April 6, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustees commended the school organizers for the advanced notice and preplanning which had taken place with respect to this trip. They hoped this would become the standard for future requests for student trips. They also commended the school organizers for arranging the trip during spring break rather than taking students out of the classroom.

Carried.

24/2014 Mr. Murray – Mr. Snelling

That the request for financial assistance for one (1) Vincent Massey High School student to attend the Gene Researcher for a Week Program at the University of Alberta Faculty of Medicine and Dentistry from March 30 to April 5, 2014, be approved in the amount of \$400.00.

Trustees congratulated the student and wished her all the best at the Gene Researcher for a Week Program in Alberta.

Carried.

2.08 Bylaws

NIL

2.09 Giving of Notice

NIL

2.10 Trustee Inquiries

NIL

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

The Assistant Secretary-Treasurer referenced the 2014-2015 FRAME Budget.

The Superintendent noted that the student responsible for the recent fire at Crocus Plains Regional Secondary High School had been appropriately reprimanded. She also confirmed that the Associate Superintendent and Director of Human Resources were heavily involved in staffing following the approval of the budget. She noted she was meeting with principals on an individual basis to review school achievement results.

The Superintendent also highlighted the following from the Report of Senior Administration:

- Quality Learning at J.R. Reid School
- Quality Teaching at Waverly Park School
- Quality Support Services at Meadows School
- Student Suspensions
- EAL Report

Mr. Murray – Mr. Bartlette

That the March 24, 2014 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Michelle Hood, Valleyview Parent Council, March 5, 2014, writing as a follow-up to a package she sent in September, 2013 regarding the Valleyview Centennial School playground and her request for a guarantee that Valleyview School will be receiving funds from the Brandon School Division and the City of Brandon. She requests that the Board guarantee a loan from the Sunrise Credit Union, in the amount of \$60,000 for the school's new play structure.

Referred to In-Camera Discussions.

- b) Mr. Jim Murray, March 20, 2014, noting he had the distinct honour of chaperoning a group of students on a field trip to New York City for the IBS hair show. He stated the group was composed of students from Crocus Plains, Sturgeon Heights Collegiate, St. James Collegiate and R.D. Parker Collegiate. He felt the trip was an exceptional experience for the students. The trip was planned and carried out extremely well. The level of respect displayed by the students towards their teacher was evident at all times. The teacher involved had made the trip memorable and educationally relevant. He felt the experience would be a high point for these students' high school years. He noted he would have no problem giving his approval to any future trips planned in this manner and felt he needed to communicate to the Board the outstanding work and dedication of the staff involved.

Ordered Filed.

3.03 Announcements

- a) City of Brandon/Brandon School Division Joint Meeting, 6:00 p.m., Tuesday, March 25, 2014, Riverbank Discovery Centre.
- b) Finance Committee Meeting, 2:00 p.m., Monday, April 7, 2014, Board Room.
- c) Support Labour Personnel Management Committee Meeting, 12:00 noon, Wednesday, April 9, 2014, Conference Room.
- d) Facilities and Transportation Committee Meeting, 11:30 a.m., Thursday, April 10, 2014, Board Room.
- e) Personnel Committee Meeting, 9:00 a.m., Monday, April 14, 2014, Board Room.
- f) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, April 14, 2014, Board Room.

Mr. Kruck – Mr. Bartlette

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

4.02 Personnel Matters

- Reports
 - a) Confidential #1 – Personnel Report was noted.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports
- Trustee Inquiries

4.04 Board Operations

- Reports
 - a) Confidential #2 regarding a Board Operations Matter was discussed.
 - b) Information was circulated regarding Confidential #3 for review by the Board of Trustees. This matter would be discussed further with the City of Brandon at the next Joint Meeting.
 - c) The Chairperson provided clarification regarding a Board Operations matter noting Senior Administration was still gathering information.
- Trustee Inquiries

Mr. Murray – Mr. Kruck

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

Carried.

5.00 ADJOURNMENT

Mr. Murray – Mr. Snelling

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

Carried.

Chairperson

Secretary-Treasurer