

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, OCTOBER 24, 2011.

PRESENT:

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

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

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

REGRETS:

Mr. G. Malazdrewicz, Associate Superintendent

The Chairperson called the meeting to order at 7:00 p.m. and welcomed everyone in attendance to the meeting. It was noted the artwork on the Board Room wall had been provided by the students of Alexander School.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Superintendent, Dr. Michaels, noted the final copy of the Division's Annual Education Results Report 2010/2011 had been distributed to all Trustees at the Board table and she would be speaking to same under the Report of Senior Administration.

Mrs. Bowslaugh – Mr. Karnes

That the agenda be approved as circulated.

Carried.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Regular Board Meeting held October 11, 2011 were circulated.

POINT OF PRIVILEGE: Trustee Bartlette noted the reason he had left the meeting during the voting of motion 147/2011 was he had received a phone call from home which he needed to answer.

Mr. Kruck – Mr. Murray
That the Minutes be adopted.
Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

The Chairperson requested discussions regarding Communications for Action 2.04a) related to the Auditor's Report be moved to Section 2.01 - "Presentations for Information". The Board agreed to the change in the agenda. Mr. Todd Birkhan, Auditor and Representative of BDO Dunwoody joined the Board at the table and spoke to the 2010/2011 audited financial statements from Communications for Action 2.04a). Mr. Birkhan noted there was one reservation included in this year's audit report. The reservation related to employee sick pay benefits that accumulate but do not vest. Mr. Birkhan noted sick pay benefits which accumulate but do not vest are normally paid out only upon the illness or injury related absence of the employee. The Brandon School Division has always treated this expense on a cash basis when the employee becomes ill and utilizes the sick pay benefit. However, under the PSAB rules, the Division is required to determine the obligation based on the expectation of utilization of sick pay benefits. He confirmed this would require actuarial assumptions which would factor in age, gender and the likelihood of illness of each employee. He confirmed that this was an issue faced by all school divisions in Manitoba and the Auditor General was working on a formula to address this matter that all school divisions would follow in the future. Therefore, as this reservation was faced by all school divisions in Manitoba and under review by the Province, the Auditor noted he had no problems issuing a clean audit report for 2010/2011. He spoke of the exemplary work conducted by the Secretary-Treasurer's Department and confirmed the Division's finances were in good hands.

The Secretary-Treasurer, Mr. G. Barnes, then reviewed the report, balance sheets and financial statements, elaborating on variances and answering Board questions. Discussions were held regarding the accumulated surplus; the funds received with respect to the sale of Fleming School; and the difference between non-profit organizations and public sector organizations and the accounting rules which must be followed.

The Chairperson thanked Mr. Birkhan for his presentation and words regarding the high quality of the work which takes place in the Secretary-Treasurer's Department. He also thanked the Secretary-Treasurer for his work and dedication in overseeing the Division's finances.

2.02 Reports of Committees

a) Divisional Futures & Community Relations Committee Minutes

The written report of the Divisional Futures & Community Relations Committee meeting held October 11, 2011 was circulated.

Mrs. Bowslaugh – Mr. Kruck
That the Minutes be received and filed.

Carried.

The written report of the Divisional Futures & Community Relations Committee meeting held October 18, 2011 was circulated.

Superintendent, Dr. Michaels, confirmed that the position descriptions discussed at the October 18, 2011 meeting had now been prepared and would be going to the Committee meeting on November 1, 2011.

Mrs. Bowslaugh – Mr. Sumner
That the Minutes be received and filed.

Carried.

b) Friends of Education Committee Minutes

The written report of the Friends of Education Committee meeting held October 12, 2011 was circulated.

Discussions were held regarding the proposal by Trustee Bartlette to establish scholarship funds through the Friends of Education Fund that would allow employees of the Division to contribute. Further discussions were held regarding the current procedures in place; the possibility of referring the matter to Policy Review Committee to develop a further policy; the variety of other needs in the school the Friends of Education Fund could be used for besides scholarships; and what other fundraising models there are that the Committee could review.

Mr. Bartlette – Mr. Karnes
That the Minutes be received and filed.

Carried.

c) Facilities and Transportation Committee Minutes

The written report of the Facilities and Transportation Committee meeting held October 12, 2011 was circulated.

Mr. Karnes – Mr. Snelling
That the Minutes be received and filed.

Carried.

d) Education Committee Minutes

The written report of the Education Committee meeting held October 13, 2011 was circulated.

Mr. Bartlette - Mr. Snelling
That the Minutes be received and filed.
Carried.

e) Personnel Committee Minutes

The written report of the Personnel Committee meeting held October 17, 2011 was circulated.

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

f) Finance Committee Minutes

The written report of the Finance Committee meeting held October 17, 2011 was circulated.

Discussions were held regarding the possible loss of funding for AEP students by the end of January as well as the out-of-town tender for the Vincent Massey Roof Replacement.

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

g) Other

- Trustee Snelling noted he had attended the Brandon Urban Aboriginal Council meeting as the Board's representative on that committee and he would be bringing up some of the questions he had received from the meeting under "Trustee Inquiries".

2.03 Delegations and Petitions

NIL

2.04 Communications for Action

- a) BDO Dunwoody LLP, Chartered Accountants, September 28, 2011, advising that they have audited the accompanying financial statements of Brandon School Division, which comprise the consolidated statement of financial position and the consolidated statements of revenue, expenditures and accumulated surplus, change in net debt and cash flow for the year then ended, and a summary of

significant accounting policies and other explanatory information; that management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error; that their responsibility is to express an opinion on these financial statements based on their audit conducted in accordance with Canadian generally accepted auditing standards requiring that they comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement; that an audit involves performing procedures to obtain audit evidence about the amounts and disclosures included in the financial statements, the procedures selected depend on the auditor's judgments, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error; in making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control with an audit also including evaluating the appropriateness of accounting policies used and reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements; that they believe the audit evidence they have obtained is sufficient and appropriate to provide a basis for their qualified audit opinion; that the School Division offers sick pay benefits that accumulate but do not vest to several of its employee groups and under generally accepted accounting principles for public sector organizations, the School Division should recognize a liability and an expense for sick pay benefits in the period in which employees render services to the School Division in return for the benefits, however, the School Division has not recorded employee future benefits liabilities relating to sick pay benefits that accrue but do not vest and because the School Division did not determine the amount of the liability at year end, they were unable to verify by alternate means whether sick pay benefits are fairly stated, accordingly they were not able to determine whether any adjustments might be necessary to employee future benefits liabilities, employee benefits expense and accumulated surplus; that in their opinion, except for the effect of adjustments, if any, which they might have determined to be necessary had they been able to satisfy themselves with respect to the matter described in the preceding paragraph, these consolidated financial statements present fairly, in all material respect, the financial positions of the Brandon School Division as at June 30, 2011 and the results of its operations and its cash flows for the year then ended in accordance with Canadian Public Sector Accounting standards; that the financial information presented in the schedules to the consolidated financial statements was derived from the accounting records tested by them as part of the auditing procedures followed in their examination of the financial statements and, in their opinion, they are fairly presented in all material respects in relation to the financial statements taken as a whole.

Referred Motions

- b) Dino Altieri, Acting Director, Aboriginal Education Directorate, October 6, 2011, addressed to the Superintendent and inviting the school division to attend an information session on Respect In School (RIS), an on-line curriculum training program being made available to public schools for the 2011/2012 school year. RIS is intended to help create safer, more respectful educational environments by providing staff and volunteers with information to better understand and respond to incidents of bullying, abuse, harassment and neglect. The session will be hosted by Sheldon Kennedy and Wayne McNeil, co-developers of both the Respect In Sport and the Respect In School programs. The Division is invited to send a team of up to four representatives to the session scheduled for Wednesday, October 26, 2011 at the Victoria Inn, Brandon.

Referred Business Arising.

- c) Robert Rivard, President, Manitoba School Boards Association, October 11, 2011, noting school facilities usage is an issue of growing concern within Manitoba's public school sector and the decision-making authority of elected school boards have been severely constricted in this regard in recent years. The document "Managing Demographic Transition in Manitoba Public Schools" is attached and the MSBA Executive encourages all member school boards to utilize this paper as a tool to initiate and inform community dialogue on this important topic. January regional meetings will provide an opportunity for trustees and divisional administrators to share their experiences and their learnings from these community conversations.

Referred Senior Administration.

- d) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, October 12, 2011, noting the Resolutions and Policy Committee is seeking proposed 2012 convention resolutions. Resolutions, along with supporting rationale, should be submitted to the Manitoba School Boards office no later than Friday, December 9, 2011.

Referred MSBA Resolutions Committee.

2.05 BUSINESS ARISING

- From Previous Delegations

- From Board Agenda

- a) The correspondence from Dino Altieri, Acting Director, Aboriginal Education Directorate, from Communications for Action 2.04b, addressed to the Superintendent and inviting the school division to attend an information session on Respect In School (RIS) on Wednesday, October 26, 2011 at the Victoria Inn was discussed. Superintendent, Dr. Michaels noted that staff had been identified who will be attending this information session, however, trustee representation would be welcome. Trustees Sumner, Bartlette and Snelling confirmed they would like to attend this session.

- MSBA issues (last meeting of the month)

- a) Trustee Bowslaugh, referencing the request for entertainment and workshop proposals at the 2012 MSBA conference, suggested Neelin High School's choir as a possible entertainment proposal. Trustee Murray noted CP Express would also be a possible entertainment suggestion. Trustee Sumner suggested the Division's work to establish equity throughout the Division be considered a possible workshop proposal. It was agreed the matter would be referred to the Education Committee for further discussion and review.

- From Report of Senior Administration

- a) School Reports – Alexander and École New Era School.

Alexander School

Mrs. Barb Miller, Principal of Alexander School spoke about the "Learning with the Arts" programming approach to student achievement. She stated active student engagement through Arts-Infused Learning led to student achievement and success. Mrs. Miller confirmed the emphasis in this style of learning was not a matter of talent but encouragement of collaboration, exploration, inquiry, experimentation and reflection. She highlighted the inclusion of fine arts, song writing, drumming, dance, drama and film making into classroom programming. She noted teachers plan units with attention to Multiple Intelligences, Learning Styles, Infusion of Art and Technology, and building in student choice with the emphasis being that learning is a process and a student can choose many different paths to achieve the same outcome. She spoke about the creation of a school environment that values student achievement and highlighted the steps the school has taken towards this goal. Mrs. Miller provided details on the "Reggio Inspired Design" and provided an example of how students incorporated technology to learn and achieve their final task. Mrs. Miller concluded her presentation by stating it was the students, teachers, parents and community working together to help students reach their full potential.

Trustees thanked Mrs. Miller for her presentation noting they were impressed with the school's achievements and the community's involvement. Mrs. Miller confirmed the current population of the school is 83 and that the school will need to look at more space in the near future.

École New Era School

Mr. Chad Cobbe, Principal of École New Era School, spoke about the school's growth. He noted 485 students were currently enrolled in the school which was 160 students over the 2010/2011 school enrollment. He introduced Mrs. Linda Dinsdale, a grade 1, French Immersion teacher, who he noted had participated in the iPad pilot project and would be speaking to the Board about her personal perspective regarding one-on-one computing. Mrs. Dinsdale noted the iPad was a tool used in her day to day teaching. The iPad helped her to facilitate children's learning through differentiation and address each child's needs effectively. She confirmed that basic skills still must be taught, but practice of these skills on the iPad accelerates the acquisition of skills. She felt that

iPads not only transformed her classroom, but transformed her style of teaching as well. She had more time for anecdotal observation and evaluation and more one-on-one instructional time with her students. She felt the one-on-one computing fostered greater independence, more engagement and enthusiasm in her students which resulted in more confident learners who were able to problem solve and identify their own needs. She spoke about her personal goals, dreams and vision for École New Era School. She noted École New Era School, due to its composition and diversity of learners, would benefit from the use of one-on-one computing as it helps to address and equalize socio-economic circumstances.

Trustees thanked Mr. Cobbe and Mrs. Dinsdale for their presentation. It was suggested the iPad pilot project be referred to the Education Committee for discussion regarding a workshop proposal for the MSBA conference or as the Division's entry into the Xerox Innovation Award Showcase. Trustees asked questions for clarification regarding how much access students have to the iPads; technology infused curriculum; and how many more iPads would be required in the school. Trustees were encouraged to visit the school and see how the iPads are incorporated into classroom teaching.

Superintendent, Dr. Michaels, noted she will be asking Mr. Cobbe to record his journey with respect to the implementation of the Single Track French Immersion programming and his move from École Harrison to École New Era School.

b) Instructional Reports – NIL

c) Items from Report

- Procedures 4046 – French Immersion – Referred Motions.
- Policy and Procedures 4048 – Use of Certified Service Dogs – Referred Motions.
- The H.L. Crawford Brandon Collegiate War Memorial Scholarship – Referred Motions.
- Board Committee Appointments – Referred Motions.
- Auditors Report and Financial Statement – Referred Business Arising.
- Trustee Inquiry – K. Sumner – Participation of Brandon School Division Students in School Development Planning, Strategic Planning, Governance and Budget Process.

2.06 Public Inquiries (max. 15 minutes)

NIL

2.07 Motions

148/2011 Mr. Sumner – Mr. Bartlette

That Procedures 4046 – “French Immersion” be amended by changing in Article 6, first line, the number “28” to now read “30”.

Carried.

149/2011 Mr. Bartlette – Mr. Karnes.

That Policy and Procedures 4048 – “Use of Certified Service Dogs in Brandon School Division” be rescinded and replace same with Policy and Procedures 4048 – “Use of Certified Service Dogs”.

It was agreed that the word “taken” in the last sentence of the replacement policy would be removed and replaced with the words “given equal” consideration.

Secretary-Treasurer, Mr. Barnes, requested a friendly amendment to include the words “be rescinded” before the words “and replace same”.

Carried.

150/2011 Mr. Murray – Mrs. Bowslaugh

That the Scholarship Agreement between The Ancient and Accepted Scottish Rite of Freemasonry, Valley of Brandon and the Brandon School Division, be amended to change the name of the scholarship to “The Scottish Rite Masons of Brandon/The H.L. Crawford Brandon Collegiate War Memorial Scholarship” and to extend the scholarship for a further five (5) years; and that the Chairperson and Secretary-Treasurer are hereby authorized to sign the agreement.

Carried.

151/2011 Mr. Bartlette – Mr. Karnes

That Trustee Murray be appointed to serve as a member of the Divisional Futures and Community Relations Committee replacing Trustee Kruck; Facilities and Transportation Committee replacing Trustee Sefton; and to the Personnel Committee as alternate effective October 25, 2011.

Mr. Sefton noted that he would now become the alternate on the Policy Review Committee and Mr. Murray would then be the alternate on the Personnel Committee. It was agreed a friendly amendment would be made to motion 151/2011 to change Policy Review to Personnel and that a separate motion appointing Trustee Sefton to the Policy Review Committee would be brought forth.

Carried.

152/2011 Mr. Kruck - Mr. Snelling

That the lease of school property for O’Kelly School, DND Shilo with the Government of Canada, Minister of National Defence which was to expire March 31, 2011 be extended to November 30, 2011 with occupancy to continue on the same terms and conditions; subject to the approval of the Public Schools Finance Board.

Trustee Snelling asked the Secretary-Treasurer if November 30, 2011 was a long enough extension time, given the current date of the request. Mr. Barnes noted the Department of National Defence felt it was a long enough extension.

Carried.

- 153/2011 Mr. Murray – Mr. Bartlette
That the over-expenditure for additional school bus transportation of students from the North End Community Centre area for the remainder of the 2011/2012 school year in the approximate amount of \$25,000 be approved.

Trustee Sumner asked which catchment area this affected. Secretary-Treasurer, Mr. Barnes confirmed it was the École New Era School catchment area.

Carried.

- 154/2011 Mr. Sumner – Mr. Bartlette
That the proposed Board of Trustees Goal Regarding Equity of Inclusion and protection of Human Rights for Individual Differences be stated as follows:
- To review current Board Policy 1001 – “Foundations and Statements; to include an emphasis on the human rights of all students to learn and work in school environments that respect, honour, protect, celebrate individual differences and that provide equitable learning opportunities in inclusive settings; and
 - To conduct a review of all corresponding Board Policies and Procedures (together with historical and current practices) related to the human rights of all students; and that such a review advise of the changes required to reflect the Board’s commitment to the human rights of all students; and
 - That such revision and review be conducted in accordance with Board Policy/Procedures 1021 – “Consultation”.

Trustee Kruck requested a friendly amendment to change the policy and procedures referenced in the last sentence from “1020” to “1021”.

Carried.

- 155/2011 Mr. Karnes – Mr. Snelling
That the practice requiring a Grade 12 minimum educational requirement for all support staff positions be discontinued effective January 1, 2012.

Mr. Snelling – Mr. Kruck
That the above motion be tabled.

Trustee Snelling requested the motion be tabled and brought back with different wording which would allow for more flexibility.
Trustees spoke for and against tabling the motion.

Defeated (8-1)

The Board of Trustees then spoke for and against the original motion.

Trustee Bowslaugh noted she would be voting against the motion as the Division has a specific goal that students need to obtain their grade 12 education. She felt all Division employees were role models for students and therefore should have a grade 12 education.

Trustee Kruck confirmed he would be supporting the motion as he felt that if an employee did not need a grade 12 education to complete a function then the Division should not be putting up any further barriers.

Trustee Karnes noted he would be supporting the motion as he felt the best person hired should be based on skills and abilities and a grade 12 education should be desired but not necessarily required.

Trustee Ross also noted the Division's goal was to have every student receive their grade 12 education therefore she would not be supporting the motion as she agreed with Trustee Bowslaugh that all Division employees are role models for students. She also noted that if the grade 12 requirement was removed then what would be the minimal education requirement and how will that be determined.

Trustee Sumner confirmed he would be voting against the motion as he felt a more detailed analysis of what positions would be affected by this change in practice and what would the minimum education requirement be needed to be reviewed.

Trustee Murray agreed with Trustees Bowslaugh, Ross and Sumner and would be voting against the motion.

Trustee Sefton confirmed he would be voting for the motion noting as an example that an EAL person who could meet language requirements but not have a grade 12 education could be hired as an Education Assistant for EAL students based on qualifications and not education.

Defeated (5-4)

POINT OF PRIVILEGE: Trustee Murray confirmed he had a son who worked for BDO Dunwoody in a managerial capacity and therefore would be abstaining from voting on the next two motions.

156/2011 Mr. Kruck – Mr. Snelling
That the Auditor Letters regarding the audit engagement for the fiscal year ending June 30, 2011 between the Division and BDO Dunwoody LLP, Chartered Accountants, be approved and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.

Carried (Trustee Murray abstained).

157/2011 Mr. Bartlette – Mr. Sumner
That the Auditor's Report and Financial Statements for the twelve month fiscal period ended June 30, 2011 be and are hereby accepted, and that the Chairperson be authorized to affix his signature and seal of the Division thereto.

Carried (Trustee Murray abstained).

158/2011 Mr. Sumner – Mr. Bowslaugh

That the total additional staffing requirement requested by Senior Administration to address enrollment growth and appropriate educational programming needs for the 2011-2012 school year be approved as follows:

- 3.0 FTE teacher for New Era School (English Program) to provide an additional 2/3 multi-age class, 4/5 multi-age class, and a Grade 7/8 class;
- 0.5 FTE teacher for Crocus Plains Regional Secondary School to facilitate additional supports for EAL students;
- 7.0 FTE in support staffing to respond to essential, ongoing student needs and to support EAL programming;

at an estimated cost of \$334,400 to be funded from the 2011/2012 increase in the Provincial Enrollment Change grant of \$166,200 and the English as an Additional Language grant of \$159,800.

Trustees requested clarification regarding how the additional staffing would be funded. It was noted the staffing would result in an over expenditure based on a November 1, 2011 hire date. Trustee Bartlette requested clarification on the 16 students identified as needing support and the number of FTE's required. The Board was advised additional education assistant support may be required resulting in a further over expenditure which would require Board approval.

Carried.

159/2011 Mr. Karnes – Mr. Murray

That the five (5) year proposal from Manitoba NetSet Ltd. in the amount of \$95,372 plus applicable taxes for the service and maintenance of High Speed Connectivity to Alexander School be accepted subject to the finalization of a satisfactory wireless solutions agreement.

Carried.

160/2011 Mrs. Bowslaugh – Mr. Sumner

The low tender of Norwin Roofing Ltd. in the amount of \$674,700.00 (including combined R.S.T. for mechanical and electrical in the amount of \$9,877.00) to replace the roof at Vincent Massey High School be accepted.

Trustee Bowslaugh asked where Norwin Roofing Ltd. was located. Mr. Barnes, confirmed the business was located in Winnipeg.

Carried.

161/2011 Mr. Sumner – Mrs. Bowslaugh

That Trustee Sefton be appointed to serve on the Policy Review Committee as the alternate effective October 25, 2011.

Carried.

2.08 Bylaws

NIL

2.09 Giving of Notice

NIL

2.10 Inquiries**- Trustee Inquiries**

- a) Trustee Murray asked the Secretary-Treasurer what was the procedure for submitting individual Trustee budget enhancement requests. Mr. Barnes confirmed all Trustee requests should be forwarded to the Finance Committee chairperson for placement on the Finance Committee agenda.
- b) Trustee Bowslaugh asked the Policy Review Committee to review the process of accepting tenders. She noted she had brought up before the importance of finding a way to accept local tenders. Secretary-Treasurer, Mr. Barnes, confirmed that this was not a Policy Review Committee matter but rather a Finance Committee issue and that the matter had previously been referred to the Finance Committee for review. He confirmed the matter had been placed on the last agenda of the Finance Committee but had been deferred until the next meeting due to time constraints. He also referenced the legal implications and confirmed the Public Schools Finance Board would not pay for any additional costs should the Division accept a tender other than the lowest tender.
- c) Trustee Snelling, referencing his earlier report on the Brandon Urban Aboriginal Council meeting, asked the Board of Trustees if they would consider participating in a Joint Task Force with the City of Brandon and other agencies on this matter. The Board agreed they would be willing to participate on such a task force and requested the matter be added to the agenda for the November 15, 2011 meeting with the City of Brandon.
- d) Trustee Snelling also requested a verbal update regarding the turnover to the new Secretary-Treasurer. He asked if any supports were required from the Board of Trustees. Mr. Barnes confirmed that additional support was not required at this time. He confirmed Mr. Zabowski would be joining him at various Committee meetings during the month of November and December. Superintendent, Dr. Michaels, confirmed the new Assistant Secretary-Treasurer would be starting on November 1, 2011 and working with Mr. Zabowski during the month of November. Mr. Zabowski would then begin working with Mr. Barnes beginning December 1st. The new Assistant Secretary-Treasurer would begin attending Board meetings in November.
- e) Trustee Sefton asked Senior Administration for the following:
 - The number of French Immersion students at New Era School;
 - The number of French Immersion students transported to New Era School;
 - The number of English track students transported to New Era School.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Secretary-Treasurer, Mr. Barnes, confirmed that the Division had received a \$13,000 rebate for insurance coverage from the Manitoba Schools Insurance Program.

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

- the Integrated Media Communications Program at Vincent Massey High School;
- the report highlighting the success of the Crocus Plains Regional Secondary High School Golden Geckos at the 2011 F1 in Schools World Finals in Kuala Lumpur, Malaysia;
- the focus on "Arts in the Classroom" at Green Acres School;
- the new multi-sensory room in the Neelin High School Life Skills suite;
- the current English as an Additional Language student enrollment in the Division;
- the Healthy Schools Committee Meeting which took place on October 5, 2011;
- the Tri-Institution Research Project between Assiniboine Community College, Brandon University and the Brandon School Division;
- the letter from Diana Turner, Consultant, English as an Additional Language, Manitoba Education confirming the renewal of the Intensive Newcomer Support Grant in the amount of \$53,000;
- the final version of the Annual Education Results Report 2010/2011 and noting who all will be receiving a copy of this report.

Trustee Sumner thanked Senior Administration for providing him with a quick and detailed response to his inquiry regarding the participation of Brandon School Division Students in School Development Planning, Strategic Planning, Governance and Budget Process.

Mrs. Bowslaugh – Mr. Sumner
That the report be received and filed.
Carried.

3.02 Communications for Information

- a) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, October 6, 2011, addressed to the Superintendent and thanking Dr. Michaels and Trustee Ross for participating in the MSBA's September 30th afternoon workshop and sharing with trustees how the Brandon School Division Board of Trustees uses data-driven policies and practices to improve student learning and achievement in the Division.

Ordered Filed.

- b) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, October 11, 2011, thanking the Board for the letter addressed to the MSBA President regarding the implications of Bill 13. She notes that the Board's letter has been placed on the November 14, 2011 Provincial Executive Meeting at which time the Board's suggestions regarding MSBA action on Bill 13 will be considered.

Ordered Filed.**3.03 Announcements**

- a) Divisional Futures and Community Relations Committee Meeting with students of Kirkcaldy Heights School – 11:35 a.m., Thursday, October 27, 2011, Kirkcaldy Heights School.
- b) Finance Committee Meeting with Local Taxpayer – 7:00 p.m., Thursday, October 27, 2011, Crocus Plains Regional Secondary High School Lecture Theatre.
- c) Policy Review Committee Meeting - 11:30 a.m., Tuesday, November 1, 2011, Board Room.
- d) Finance Committee Meeting with Brandon Teachers Association - 4:00 p.m., Tuesday, November 1, 2011, Board Room.
- e) Divisional Futures and Community Relations Committee Meeting with Aboriginal Community - 7:00 p.m., Tuesday, November 1, 2011, École New Era School.
- f) Divisional Futures and Community Relations Committee Meeting - 11:30 a.m., Wednesday, November 2, 2011, Board Room.
- g) Joint City Task Force Meeting - 5:00 p.m., Wednesday, November 2, 2011, City Hall.
- h) Finance Committee Meeting with Parent Councils – 7:00 p.m., Thursday, November 3, 2011, McLaren Room.
- i) Brandon Safe Communities Award Lunch – 11:45 a.m., Tuesday, November 8, 2011, Royal Oak Inn.
- j) Facilities and Transportation Committee Meeting - 1:30 p.m., Wednesday, November 9, 2011, Board Room.
- k) Education Committee Meeting, 11:30 a.m. - Thursday, November 10, 2011, Board Room.
- l) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, November 14, 2011, Board Room.

POINT OF PRIVILEGE: Mr. Barnes, Secretary-Treasurer, confirmed that the Resolutions Committee would need to meet before the end of November in order to bring forth any proposed resolutions to the Board of Trustees for their December Board Meeting.

Dr. Ross – Trustee Snelling

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) Dr. Michaels, Superintendent/CEO, advised the Board on a student matter.

- 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****- Trustee Inquiries**

Mr. Snelling – Mr. Bartlette

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

Carried.

IN BOARD**5.00 ADJOURNMENT**

Mr. Snelling – Mr. Kruck

That the meeting do now adjourn (10:40 p.m.)

Carried.

Chairperson

Secretary-Treasurer