



# 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. (Public), AUGUST 27, 2018.

## **PRESENT:**

Dr. L. Ross, Chairperson, Ms. S. Bambridge, Vice-Chairperson, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. J. Murray, Mr. M. Sefton, Mr. K. Sumner.

Mr. D. Labossiere, Secretary-Treasurer, Ms. B. Sangster, Recording Secretary, Ms. T. Curtis, Live Streaming Video Operator.

Senior Administration: Dr. M. Casavant, Superintendent/CEO, Mr. M. Gustafson, Assistant Superintendent, Ms. Elaine McFadzen, Acting Assistant Superintendent.

## **REGRETS:**

Mr. G. Kruck.

The Chairperson called the meeting to order at 6:07 p.m.

## **AGENDA**

### **1.00 AGENDA/MINUTES:**

#### **1.01 Approval of Agenda**

Senior Administration added twelve (12) items for In-Camera.

Trustee Sefton added one (1) item for In-Camera.

Mr. Murray – Mr. Sefton

That the agenda be approved as amended.

Carried.

#### **1.02 Adoption of Minutes of Previous Meetings**

- a) The Minutes of the Special Board Meeting held June 25, 2018 were circulated.

Mr. Sumner – Ms. Bambridge

That the Minutes be approved.

Carried.

- b) The Minutes of the Board Meeting held June 25, 2018 were circulated.

Mr. Sefton – Mr. Sumner

That the Minutes be approved.

Carried.

Mr. Murray – Mrs. Bambridge

That the Board do now resolve into Committee of the Whole In-Camera. (6:10 p.m.)

Carried.

## IN COMMITTEE OF THE WHOLE IN CAMERA

### **2.00 IN CAMERA DISCUSSION:**

#### **2.01 Student Issues**

##### **- Reports**

- a) Dr. Marc Casavant, Superintendent/CEO, provided information on one (1) Student Matter.
- b) The Superintendent/CEO provided information on a Student Matter and received Board direction.

##### **- Trustee Inquiries**

#### **2.02 Personnel Matters**

##### **- Reports**

- a) Confidential #1 – Personnel Report was presented.
- b) Mr. Denis Labossiere, Secretary-Treasurer provided an update on one (1) Personnel Matter.
- c) The Secretary-Treasurer provided information on a Personnel Matter and answered Trustee questions.

##### **- Trustee Inquiries**

#### **2.03 Property Matters/Tenders**

##### **- Reports**

- a) The Secretary-Treasurer provided information on a Property Matter.
- b) The Secretary-Treasurer provided an update on two (2) Property Matters.
- c) The Secretary-Treasurer provided information on a Property Matter and received Board direction.

##### **- Trustee Inquiries**

#### **2.04 Board Operations**

##### **- Reports**

- a) The Secretary-Treasurer provided information on a Board Operations Matter.
- b) The Secretary-Treasurer provided information on three (3) Board Operations Matters and received direction from the Board.
- c) Trustee Sefton provided information on a Board Operations Matter.

##### **- Trustee Inquiries**

Mr. Murray – Mr. Bartlette

That the Committee of the Whole In-Camera do now resolve into Board. (6:59 p.m.)

Carried.

The Chairperson called the public portion of the meeting to order at 7:06 p.m. with a traditional heritage acknowledgement and welcomed everyone in attendance.

### **3.00 PRESENTATIONS AND COMMUNICATIONS:**

#### **3.01 Presentations For Information**

#### **3.02 Communications For Information**

#### **3.03 Communications For Action**

### **4.00 REPORT OF SENIOR ADMINISTRATION**

The Superintendent/CEO welcomed Ms. Elaine McFadzen, new Acting Assistant Superintendent.

The Superintendent/CEO provided highlights on the following items from the August 27, 2018 Report of Senior Administration:

- Administrative Information
  - Celebrations
    - 2018 Acts of Kindness Scholarship Recipients
    - Manitoba Band Association
    - 2018 Mark Dickof Memorial Scholarship Award
- Information Items
  - Brandon School Division Employee Recognition Program
  - Manitoba Education and Training Correspondence
    - The 2018 Grade One Book Giveaway Program
    - Manitoba Literacy and Numeracy Summit
  - Manitoba Schools Insurance Program – July 2018 Renewals
- Presentations
  - Risk Response Plan/Emergency Management Manual Update – M. Gustafson
  - Continuous Improvement Plan Process – M. Gustafson

Trustees asked questions for clarification.

Ms. Bambridge – Mr. Bartlette

That the August 27, 2018 Report of Senior Administration be received and filed.

Carried.

### **5.00 GOVERNANCE MATTERS**

#### **5.01 Reports of Committees**

- a) National Trustee Gathering on Aboriginal Education – Halifax, Nova Scotia, July 2018  
Trustee Bartlette provided a verbal report on the Canadian School Boards Association (CSBA) hosted National Trustee Gathering on Aboriginal Education.

Mr. Bartlette - Mr. Sefton

That the Report be received and filed.

Carried.

**5.02 Delegations and Petitions****5.03 Business Arising****- From Previous Delegation****- From Board Agenda****- MSBA Matters**

- a) Treaty Lands and Indigenous Territories and Recognition

Trustees discussed this memo and it was agreed that Trustee Ross would contact MSBA requesting information on where the recommendation came from for the wording of the acknowledgement and recognition of Treaty Lands and Indigenous Territories.

- b) School Board Election Resources
- c) Steinbach Online Article August 2018

**5.04 Public Inquiries (max. 15 minutes)**

- a) Ms. Barb Gribben, Treasurer, CUPE Local 737, asked Trustees if they were aware that in May 2018, Honourable Ian Wishart, then Minister of Education and Training, had proclaimed the week of September 17 to 21, 2018 as School Support Staff Recognition Week.

**Point of Privilege:**

Trustee Pat Bowslaugh advised the Board that she will not be participating as a candidate in the upcoming election. Trustee Bowslaugh thanked the Board, Senior Administration and the community for their support during her time as a Trustee.

**5.05 Motions**

54/2018 Mr. Sefton – Mr. Bartlette

That the Agreement between the Division and Big Brothers Big Sisters of Brandon, providing a partnership for student mentoring in all early years and middle years schools in Brandon School Division (excepting Spring Valley School) in accordance with the terms and conditions of said Agreement, be approved; and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Carried.

55/2018 Mr. Bartlette – Mr. Sefton

That the Shared Services Agreements between the Division and Christian Heritage School for the 2018-2019 school year for the provision of transportation services and for use of facilities and resources for Industrial Arts and Home Economics classes be approved, and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division to the Agreement and to all subsequent claims resulting therefrom in compliance with the Public Schools Act and Regulations thereunder.

Carried.

56/2018 Mrs. Bowslaugh – Mr. Bartlette

That the low tender from Von Ast Construction (2014) Inc. in the amount of \$154,356.00 (excluding GST) for Site Construction and Relocation of One Modular Classroom to Earl Oxford School, as recommended by MCM Architects Inc. be accepted, subject to approval by the Public Schools Finance Board.

Trustee Bartlette asked questions for clarification.

Carried.

57/2018 Ms. Bambridge – Mr. Murray

That the appointment of Agassiz Consulting Group Ltd. for construction quality control reviews for the Riverheights School Roof Replacement (areas A2 & B2), be approved, subject to approval by the Public Schools Finance Board.

Carried.

## **5.06 Bylaws**

Mr. Murray

### **By-Law 5/2018**

#### **2<sup>nd</sup> Reading:**

That By-law 5/2018 being a borrowing by-law in the amount of \$166,500 upon the credit of the Division by the issue and sale of the security to meet partial costs for construction of:

<b><u>School</u></b>	<b><u>Project</u></b>
Earl Oxford Middle School	Grooming Room
Green Acres School	Gymnasium Addition
Green Acres School	Heating System and Unit Ventilator Replacement
Harrison School	Steam Heating System Replacement

be now read for the second time, having been first read on June 25, 2018.

Carried.

#### **3<sup>rd</sup> Reading:**

That the rules be suspended and By-Law 5/2018 be now read for a third and final time, and taken as read, finally passed.

Carried.

## **5.07 Giving of Notice**

Mr. Sumner

I hereby give notice that at the next regular meeting of the Board of Trustees, I, or someone in my stead, will introduce an amendment to By-Law 6/2018, being a by-law to authorize payment of indemnities and mileage to Trustees.

## **5.08 Trustee Inquiries**

## **6.00 ANNOUNCEMENTS**

a) Board Strategic Planning Meeting – 9:30 a.m., Thursday, August 30, 2018, Boardroom.

- b) Welcome Back Breakfast for BSD Staff – 7:00 a.m. – 9:00 a.m., Tuesday, September 4, 2018, Victoria Inn.
- c) Finance and Facilities Committee Meeting – 2:00 p.m., Wednesday, September 5, 2018, Boardroom.
- d) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, September 10, 2018, Boardroom.

Mr. Murray - Mr. Bartlette

That the Board do now resolve into Committee of the Whole In-Camera. (8:11 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA (8:12 p.m.)

Mr. Murray – Mr. Bartlette

That the Committee of the Whole In-Camera do now resolve into Board. (8:42 p.m.)

Carried.

**7.00 ADJOURNMENT**

Mr. Sefton – Mrs. Bowslaugh

That the Board do now adjourn. (8:43 p.m.)

Carried.

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Chairperson

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Secretary-Treasurer