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, FEBRUARY 13, 2012.

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. K. Zabowski and Recording Secretary, Ms. S. Bailey.

Senior Administration: Dr. D. M. Michaels, Superintendent, Mr. G. Malazdrewicz, Associate Superintendent, Mr. Denis Labossiere, Assistant-Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources.

The Chairperson called the meeting to order at 7:00 p.m. and welcomed everyone in attendance to the meeting. He requested permission from the Board of Trustees to move the presentation by students of Kirkcaldy Heights School to immediately follow Section 1.02 "Approval of Agenda". The Board agreed to the change in the agenda.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Secretary-Treasurer, Mr. Zabowski, requested the addition of two late motions coming from the February 8, 2012 Facilities and Transportation Committee meeting.

Mr. Kruck – Mr. Snelling
That the agenda be approved as amended.
Carried.

1.03 Adoption of Minutes of Previous Meetings

a) The Minutes Regular Board Meeting held January 23, 2012 were circulated.

Mr. Karnes – Mr. Bartlette
That the Minutes be approved as circulated.
Carried.

b) The Minutes of the Special Board Meeting held January 31, 2012 were circulated.

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

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

a) Student representatives from the Kirkcaldy Heights School High Ability Learners Enrichment Program (HALEP) spoke to the Board of Trustees about enrichment clusters. The students explained the HALEP program and how the school arrived at the seven enrichment clusters offered. A representative from each of the Photography, Clay, Dance, Magic, Sports Stars, Building and Drawing clusters spoke about their involvement in the cluster of their choice. Students noted the learning involved, the final outcome and a highlight for them about the cluster they were involved in. Each student had a sample, display or demonstration from their chosen cluster. It was noted the school was offering eleven new clusters for the second term of the school year. The Trustees thanked the students for their presentation and asked questions for clarification. The Chairperson thanked the students for attending the Board Meeting to speak about the school's enrichment program.

2.02 Reports of Committees

a) WorkPlace Safety & Health Committee Minutes

The written report of the WorkPlace Safety & Health Committee meeting held on January 18, 2012 was circulated.

Discussions were held regarding the need for a violence in the workplace policy. Mr. Zabowski, Secretary-Treasurer, confirmed the Director of Human Resources was currently working on such a policy to be brought forth in due course.

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

b) Divisional Futures & Community Relations Committee Minutes

The written report of the Divisional Futures & Community Relations Committee meeting held on January 19, 2012 was circulated.

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

The written report of the Divisional Futures & Community Relations Committee meeting held on January 26, 2012 was circulated.

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

The written report of the Divisional Futures & Community Relations Committee meeting held on February 2, 2012 was circulated.

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

c) Other

- Trustee Sefton reported on a meeting he attended with the Minister of Education on January 25, 2012. He noted the meeting had been arranged by Brandon's Mayor. The purpose of the meeting was to discuss the issue of immigration to Brandon. The rate of growth and the challenges and benefits this presented were discussed with the Minister.

- Trustee Sefton also reported on a meeting between the Deputy Minister and the Board of Trustees held on February 2, 2012. The purpose of the meeting was to discuss the impact of the K-3 classroom capsize of 20 students on the Brandon School Division. Discussions were held regarding school capacity and the Division's need for a new school in the near future. It was noted Tia Cummings, who has been seconded from the Louis Riel School Division, to assist the Government in gathering data on this matter, would be meeting with the Brandon School Division to review the Division's concerns and receive the information which had been presented to the Deputy Minister.

2.03 Delegations and Petitions

2.04 Communications for Action

a) David Yeo, Director, Manitoba Education, February 1, 2012, following up on correspondence regarding the Kindergarten to Grade 3 class size initiative and the work of the provincial Oversight Committee. At the January 16th Committee meeting the question of representation from organization and individuals regarding this initiative was discussed. It was determined that the Committee will not hear in-person submissions; however, it will be pleased to receive and review written submissions from interested parties. Therefore, if the Division wishes to provide a written brief it can do so by forwarding that brief to the attention of the two school board representatives on the Committee.

Referred Business Arising.

b) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, February 1, 2012, enclosing an "Authorization to Receive Board Ballots" form for the 2012 MSBA Convention. She notes it is imperative that the form be completed and returned to the Association's office prior to the start of convention. You may authorize as many or as few trustees as you wish, however there should be a minimum of two. The Board Ballots will be released to the first authorized trustee that requests and signs for them.

Referred Business Arising.

c) Mr. David Wilson, Executive Director, Augustfest Brandon Incorporated, February 3, 2012, noting the 2012 edition of the Manitoba Heritage Tattoo, produced by Augustfest Brandon Incorporated, is slated for Friday afternoon, October 26 and Saturday afternoon, October 27 in Westman Place at the Keystone Centre. A discussion sheet setting forth several proposals for the tattoo, including a proposal for involvement of students and teachers from the Brandon School Division is attached. He looks forward to hearing the Board's response to the proposals and would be glad to meet with the Board or appropriate Board committee to provide further clarification of the proposals.

Referred Business Arising.

2.05 Business Arising

- From Previous Delegation

- From Board Agenda

a) The correspondence from David Yeo, Director, Manitoba Education, from Communications for Action 2.04a) following up on correspondence regarding the Kindergarten to Grade 3 class size initiative and the work of the provincial Oversight Committee was discussed. It was noted that at the January 16th Committee meeting the question of representation from organization and individuals regarding this initiative was discussed. It was determined that the Committee will not hear in-person submissions; however, it will be pleased to receive and review written submissions from interested parties. Trustees spoke about putting together a written submission. It was suggested the letter be sent jointly from the Division and the Brandon Teacher's Association. It was also suggested that the information provided to the Deputy Minister on February 2, 2012 be forwarded to the Oversight Committee. Concern was expressed that the letter suggested the written submission be provided to members of the Manitoba School Boards Association on the Committee and not to the committee as a whole. Discussions were held regarding the upcoming meeting with Ms. Cummings and presenting her with the data presented to the Deputy Minister on February 2, 2012. It was agreed the meeting would take place with Ms. Cummings first, as arranged by the Deputy Minister. Following that meeting the Board would determine whether or not a report would be forwarded to the Oversight Committee. It was further noted the Board expressed concern that school divisions are not evenly represented on such Government Committees as the Oversight Committee.

b) The correspondence from Carolyn Duhamel, Executive Director, Manitoba School Boards Association, from Communications for Action 2.04b), enclosing an "Authorization to Receive Board Ballots" form for the 2012 MSBA Convention was discussed. It was agreed Trustee Sefton and Snelling would be authorized to pick up the Brandon School Division ballots for the 2012 MSBA Convention.

c) The correspondence from Mr. David Wilson, Executive Director, Augustfest Brandon Incorporated, from Communications for Action 2.04c), noting the 2012 edition of the Manitoba Heritage Tattoo, produced by Augustfest Brandon Incorporated, is slated for Friday afternoon, October 26 and Saturday afternoon, October 27 in Westman Place at the Keystone Centre was discussed. The matter was referred to the Education Committee for further discussion. The Education Committee was directed to provide the Board with their recommendation in due course.

- MSBA issues (last meeting of the month)

- From Report of Senior Administration

a) School Reports – NIL

b) Learning Support Services Presentation – NIL

c) Items from Senior Administration Report
- Scholarship Agreement – Referred Motions.
- Trustee Inquiries:
  - Four Year On-Track Graduation Report: Crocus Plains Regional Secondary School – Trustee Kruck.

2.06 Public Inquiries (max. 15 minutes)

2.07 Motions

16/2012 Mrs. Bowslaugh – Mr. Kruck
That the Agreement for establishment of the scholarship to be known as "The Kayleigh Brugger Character Scholarship" for a male or female student graduating from Vincent Massey High School be approved and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

The Board thanked the Brugger Family for their generous donation in memory of their daughter.

Carried.

17/2012 Mr. Karnes – Mr. Murray
That the Meadows School Elevator and Washroom Addition sketch plans be approved and the Architect be authorized to forward the plans to The Public Schools Finance Board.

Trustee Karnes, Chairperson of the Facilities and Transportation Committee noted this item arose from the recently held Committee meeting on February 8th. He confirmed the matter was being brought forward at this time as it was a timing issue which required the information be forwarded immediately to The Public Schools Finance Board.

Carried.

18/2012 Mr. Murray – Mr. Karnes
That support in the amount of $20,000, funded through accumulated surplus, for the proposal from Crocus Plains to construct a Field House and In-Ground Sprinkler System be approved subject to the review by the Division's Director of Facilities.

Trustee Karnes, Chairperson of the Facilities and Transportation Committee noted this item resulted from a presentation received by the Committee at their regular meeting held on February 8th, 2012.

Discussions were held. Trustees requested clarification regarding the share of this project to be provided by the Division, and what the other high schools had or would require.

POINT OF PRIVILEGE: The Chairperson noted this motion came forward as a surprise to the Board of Trustees and therefore he would allow Board members to speak more than once on the motion.

Trustee Bartlette noted the Division would be receiving a $53,000 asset for a cost of $20,000. He expressed concerns regarding equity and the establishment of a precedent for others to move forward in the same fashion.

Trustee Ross asked what the school has been doing until now and why they had not come forward with this request sooner.

Trustee Murray confirmed timelines were involved with respect to grant applications and the need for the Crocus Plains Grade 12 construction class to have time to complete the project.

Trustee Bowslaugh noted she would be supporting the motion. She liked that the Crocus Plains construction class would be involved; that the Division would own the building; and that other groups would be able to use the building.

Trustee Snelling noted he would be supporting the motion. He clarified the timelines with respect to grant applications.

Trustee Murray noted that grant application had been made and approved subject to the Division providing $20,000.

Trustee Snelling expressed concern that the Division did not get this information until February when the application for the grant had been made in December. He stated such timing forced the Board to be obligated to provide support.

Trustee Sumner confirmed he would not be supporting this motion. He felt this set a dangerous precedent. He noted he did not appreciate the leveraging of funds with unsupported Division money. He confirmed the Board of Trustees was trying to be prudent and fiscally responsible.

Trustee Kruck shared Trustee Sumner's concerns with respect to requesting funds at this point in the process. However he would vote in favour of this motion even though the correct process had not been followed.

Trustee Sefton noted he would not be supporting the motion. He stated it was unfortunate that the Board had been put into this position and believe that process should be followed.

Superintendent, Dr. Michaels, confirmed that the matter had not been drawn to the attention of Administration. She noted she would need to speak to the school administrator and bring the matter to his attention.

Trustee Bartlette inquired as to whether the request had come from Crocus Plains first or the Friends of Crocus Plains.

The Superintendent confirmed the request had come from the Crocus Plains staff.

Carried. (6-3, Trustees Sumner, Sefton and Ross Opposed).

2.08 Bylaws

NIL

2.09 Giving of Notice

NIL

2.10 Inquiries

- Trustee Inquiries

1) Trustee Kruk thanked Senior Administration for providing the "Four Year On-Track Graduation Report" for Crocus Plains Regional Secondary High School. He then made the following request:

"I request the on track for graduation rates for the total school population excluding EAL learners for grade 9 students entering grade 10, grade 10 students entering grade 11, and grade 11 students entering grade 12 for Neelin and Vincent Massey High Schools.

Furthermore, I request the same information as stated above for the Aboriginal students.

Please provide all the above information in the same format as the information that was provided for Crocus Plains High School."

Trustee Ross expressed concern regarding Administration's time to obtain the information requested.

Superintendent, Dr. Michaels, noted the school principals would need to provide the information.

Mr. Kruck noted he did not have a specific timeline for receiving the information requested.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Secretary-Treasurer, Mr. Zabowski, reviewed the Provincial Funding Announcement and its impact on the Brandon School Division budget. He also confirmed the 2012/2013 budget book had been provided to each Trustee at the Board table. He provided a brief overview of the contents of the budget binders, noting Trustees could call or email him should they have any questions as they worked through the budget binders. Mr. Zabowski also confirmed that the DSFM information had now been complete. Based on the new information received, the worst case scenario, should the Board approve all programming needs, would be 5.5%. Trustees asked questions for clarification regarding the difference between the cost of a house and the cost of a business used in the two scenarios. Discussions were held regarding the discontinued Tax Incentive Grant and the funds the Division received.

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

- The Manitoba Grant for Innovation in Citizenship Education received by Neelin High School for their partnership in learning with the students of Sioux Valley Education Authority;
- The continued increase in English as an Additional Language enrollment;
- The report of the Director of MIST regarding the Active Directory Network.

Trustee Bartlette requested clarification on the following items in the report:

- The 30 day suspension at Neelin High School;
- The rules regarding the use of 15 passenger vans;
- The timelines involved with respect to the Student Services review report;
- The level of integrity of the Behaviour Modification System assessment tool.

Mr. Kruck – Mr. Murray
That the report be received and filed.
Carried.

3.02 Communications for Information

a) Darryl Gervais, Director, Manitoba Education, Instruction, Curriculum and Assessment Branch, January 2012, noting the publication of *Kindergarten to Grade 3 German Language Arts: A Foundation for Implementation* and *Grade 4 to Grade 6 German Language Arts: A Foundation for Implementation* are being distributed to educators and schools offering German-English bilingual programming and have been published online at www.edu.gov.mb.ca/k12/cur/languages/german/index.html
Ordered Filed.

b) David Yeo, Director, Manitoba Education Administration Services, January 12, 2012, advising the Deputy Minister received correspondence regarding the Division's desire to make a presentation to the provincial Oversight Committee regarding the K-3 class size initiative. The request will be raised with the Committee at its next meeting following which the Division will be contacted regarding a date for such a presentation.
Ordered Filed.

c) Gary Gervais, Chair of the Louis Riel School Board, January 12, 2012, nominating Trustee Wayne Ruff for the position of Vice-President (school boards larger than 6,000) of the Manitoba School Boards Association.
Ordered Filed.

d) Kathlyn McNabb, Secretary-Treasurer, Rolling River School Division, January 18, 2012, noting the Board of Trustees of the Rolling River School Division is supporting the nomination of Ken Cameron as Manitoba School Boards Association (MSBA) Director – Region 1.
Ordered Filed.

e) Andrea Kehler, Manitoba School Boards Association, January 30, 2012, addressed to Mr. Zabowski, Secretary-Treasurer, acknowledging receipt of his letter nominating Trustees Murray and Snelling for the 2012 Long Service Trustee Award. The presentation will take place during lunch on Friday, March 16, 2012 at the Manitoba School Boards Association Annual Convention. Recipients will be notified in writing as to the procedure for receipt of this award in February.
Ordered Filed.

f) Heather Demetrioff, Association Director, Manitoba School Boards Association, February 1, 2012, enclosing the program and registration material for the 2012 annual convention to be held March 15 to 17, 2012. This year's theme is "Leadership for 21st Century Learning".
Referred to Secretary-Treasurer's Department.

g) David Yeo, Director, Manitoba Education, February 2, 2012, noting the 2012/13 school year will be comprised of 196 days. The projection of the school calendar for the next four years is included. Parameters applicable to the 2012/13 school year, including Christmas Vacation, Spring Break and in-service days are noted. Divisions are asked to complete the form attached once they have established the dates of the days to be used for non-instructional purposes and submit to the Department.

Referred Superintendent's Office.

3.03 Announcements

a) Education Committee Meeting – 11:30 a.m., Tuesday, February 14, 2012, Board Room.

b) School Division/Parent/Guardian Advisory Committee Meeting – 7:00 p.m. Wednesday, February 15, 2012, Board Room.

c) Divisional Futures & Community Relations Committee Meeting – 11:30 a.m., Thursday, February 16, 2012, Board Room.

d) BSD/BTA Liaison Committee Meeting – 4:00 p.m., Thursday, February 16, 2012, Conference Room.

e) Special Board Meeting – Budget Deliberations – 9:00 a.m., Tuesday, February 21, 2012, Board Room.

f) Divisional Futures and Community Relations Committee Meeting – 11:30 a.m., Thursday, February 23, 2012, Meadows School.

g) Personnel Committee Meeting – 12:00 p.m., Monday, February 27, 2012, Board Room.

h) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, February 27, 2012, Board Room.

Mr. Sumner – Mr. Murray
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.
b) Superintendent, Dr. Michaels, updated the Board on an ongoing staff and student matter.
c) Superintendent, Dr. Michaels, also updated the Board on a teaching staff matter.

- **Trustee Inquiries**

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

Mr. Kruck – Mr. Murray
That the Committee of the Whole In Camera do now resolve into Board.
Carried.

IN BOARD

5.00 ADJOURNMENT

Mrs. Bowslaugh – Mr. Kruck
That the meeting does now adjourn (9:21 p.m.)
Carried.

Chairperson

Secretary-Treasurer