



# 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), MONDAY, JUNE 22, 2020.

**TRUSTEES PRESENT:** L. Ross, Chairperson S. Bambridge, Vice-Chairperson  
K. Fallis D. Kejick (arrived at 6:02 p.m.)  
J. Murray L. Letain

**ALSO PRESENT:** M. Casavant, Superintendent/CEO  
D. Labossiere, Secretary-Treasurer  
M. Gustafson, Assistant Superintendent  
E. McFadzen, Assistant Superintendent  
K. Rance, Live Streaming Video Operator

**REGRETS:** P. Bartlette

The Chairperson called the meeting to order at 6:00 p.m.

## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

Trustee Ross added two (2) items to In-Camera.

Senior Administration added five (5) items to In-Camera.

Ms. Bambridge – Ms. Letain  
That the agenda be approved as amended.  
Carried.

#### 1.02 Adoption of Minutes of Previous Meetings

a) The Minutes of the Board Meeting held June 8, 2020 were circulated.

Ms. Letain – Ms. Kejick  
That the Minutes be approved as circulated.  
Carried.

Ms. Bambridge – Ms. Fallis  
That the Board do now resolve into Committee of the Whole In-Camera. (6:03 p.m.)  
Carried.

## IN COMMITTEE OF THE WHOLE IN CAMERA

**2.00 IN CAMERA DISCUSSION:****2.01 Student Issues****- Reports**

- a) Dr. Marc D. Casavant, Superintendent/CEO, provided an update on a Student Matter and answered Trustee questions.
- b) Mr. Mathew Gustafson, Assistant Superintendent, provided information on a Student Matter.

**- Trustee Inquiries****2.02 Personnel Matters****- Reports**

- a) Confidential #1 – Personnel Report was presented.
- b) The Superintendent/CEO provided an update on a Personnel Matter.

**- Trustee Inquiries****2.03 Property Matters/Tenders****- Reports**

- a) Mr. Denis Labossiere, Secretary-Treasurer, provided information on a Property Matter and received direction from the Board.

**- Trustee Inquiries****2.04 Board Operations****- Reports**

- a) Trustee Ross and the Secretary-Treasurer spoke on a Board Operations Matter and received Trustee feedback.

(Senior Administration exited the meeting at 6:20 p.m.)

- b) Trustee Ross discussed a Board Operations Matter with Trustees.

(Senior Administration returned to the meeting at 6:59 p.m.)

**- Trustee Inquiries**

Mr. Murray – Ms. Bambridge

That the Committee of the Whole In-Camera do now resolve into Board. (7:00 p.m.)

Carried.

The Chairperson called the public portion of the meeting to order at 7:04 p.m. with a traditional heritage acknowledgement.

**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 provided highlights on the following items from the June 22, 2020 Report of Senior Administration:

- Administrative Information
  - Information Items:
    - Manitoba Education Correspondence:
      - Letter from Jennifer Maw, Acting Coordinator, Instruction, Curriculum and Assessment Branch, Manitoba Education
    - Early Years, Middle Years, and High School Athletics – Highlights from Semester Two
    - Scholarship Donors
  - Information for Discussion and Correspondence
    - Assiniboine Community College Comprehensive Health Care Aide Program – Memorandum of Understanding

Ms. Bambridge – Ms. Kejick

That the June 22, 2020 Report of Senior Administration be received and filed.

Carried.

#### **5.00 GOVERNANCE MATTERS**

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

- a) Finance and Facilities Committee Meeting  
The written report of the Finance and Facilities Committee meeting held on June 16, 2020 was circulated.

Mr. Murray – Ms. Bambridge

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) e-bulletin – June 17, 2020

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

##### **5.05 Motions**

43/2020 Ms. Fallis – Mr. Murray

The Board finds the monitoring report on Finance and Facilities Goal #3 – “*To lobby the province for increased Tier II and Tier III support given the large and increasing needs of the student population in Brandon School Division*” to be acceptable.

Carried.

44/2020 Ms. Kejick – Ms. Fallis

That the Service Contract between the Brandon School Division and Prairie West Industries for the Supply of Paper Towels and Toilet Tissue be extended for 2020-2021, in the amount of \$69,440 (plus applicable taxes) be accepted.

Carried.

45/2020 Ms. Letain – Ms. Bambridge

That the Tender from Horizon Glass Ltd. in the amount of \$69,977.10 (including taxes) to Supply and Install Doors at the following schools: Crocus Plains, École Harrison, École New Era, Riverview School and Vincent Massey, funded through the 2020-2021 Operating Budget, be accepted.

Carried.

46/2020 Mr. Murray – Ms. Fallis

That the tender from Guardian Fencing Ltd. In the amount of \$197,369.73 (including taxes) for the Supply, Removal and Installation of Outdoor Basketball Systems, funded through the Designated Surplus, be accepted.

Carried.

47/2020 Mr. Murray – Ms. Fallis

That the Proposal from Follett in the amount of \$73,007 (plus applicable taxes) for two (2) years to supply Library Management Software, of which \$39,000 is to be funded through the Designated Surplus, be accepted.

Carried.

48/2020 Ms. Letain – Ms. Bambridge

That the Memorandum of Understanding (MOU) between The Brandon School Division and Assiniboine Community College (ACC) to facilitate the delivery of ACC's Comprehensive Health Care Aide (CHCA) program at Crocus Plains Regional Secondary School (CPRSS) for the 2020-2021 Academic/School year be approved; and that the Chairperson and Superintendent/CEO be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Carried.

49/2020 Ms. Bambridge – Ms. Letain

That the revised calendar for the 2020-2021 School Year be accepted as proposed.

Carried.

The Superintendent/CEO spoke on the 2020-2021 School Year start-up dates, noting that the School Year for students will continue to happen on September 8<sup>th</sup>. Teachers and a number of other staff will be reporting to work on September 2<sup>nd</sup>.

## **5.06 Bylaws**

Ms. Bambridge

**By-Law 4/2020**

2<sup>nd</sup> Reading

That By-law 4/2020, being a borrowing by-law in the amount of \$65,100 upon the credit of the Division by the issue and sale of the security to meet partial costs for construction of:

**School**

Earl Oxford School  
Linden Lanes School  
Meadows School  
Riverheights School

**Project**

One Modular Classroom Unit  
Grooming Room Renovation  
Foundation Waterproofing  
Roof Replacement

be now read for the second time, having been read for a first time on June 8, 2020.

Carried.

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

That the rules be suspended and By-Law 4/2020 be now read for a third and final time, and taken as read, finally passed.

Carried.

**5.07 Giving of Notice****5.08 Trustee Inquiries****6.00 ANNOUNCEMENTS**

- a) Finance and Facilities Committee Meeting – 1:00 p.m., Wednesday, August 19, 2020, Boardroom.
- b) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, August 24, 2020, Boardroom.

**Due to COVID-19:**

- Brandon School Division Board Meetings will take place with no members of the public present, until further notice. We invite everyone to watch live streaming of the Board meetings on our website: <https://www.bsd.ca/board/meetings/Pages/board-meeting-live-streaming.aspx>

Trustee Ross congratulated the Brandon School Division high school graduates on behalf of the Board of Trustees.

**7.00 ADJOURNMENT**

Ms. Fallis – Ms. Letain

That the Board do now adjourn (7:25 p.m.)

Carried.

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Chairperson

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Secretary-Treasurer