



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, FEBRUARY 10, 2014.

PRESENT:

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

Secretary-Treasurer, Mr. D. Labossiere, Recording Secretary, Ms. Eunice Jamora, Assistant Secretary-Treasurer, 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:

Dr. L. Ross

The Chairperson called the meeting to order at 7:00 p.m. He welcomed everyone in attendance. He noted Dr. Ross sent her regrets as she was unable to attend the meeting this evening.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

The Secretary-Treasurer confirmed he had one in-camera item for discussion regarding a personnel matter.

Dr. Michaels, Superintendent/CEO confirmed she had one student matter for In-Camera discussions.

Trustee Bowslaugh wished to provide information regarding several meetings she had attended.

Mr. Murray – Mr. Karnes

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 January 27, 2014 were circulated.

Trustee Kruck, under item 2.03, noted a typographical error with respect to the date confirming it should read 2012 and not 2014.

Mr. Bartlette – Mr. Sumner

That the Minutes be approved as circulated.

Carried.

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

Donna Forsyth, Brandon University and Mathew Gustafson, Brandon School Division, were recognized by the Board Chairperson for their collaboration on a recently published article regarding the Professional Development School. Both Ms. Forsyth and Mr. Gustafson spoke about the Professional Development School and its benefits.

2.02 Reports of Committees

- a) Aboriginal Education Advisory Committee Meeting

The written report of the Aboriginal Education Advisory Committee meeting held on January 13, 2014 was circulated.

The Chairperson asked Mrs. Bowslaugh to explain the meaning of the acronyms AAA and BSSAP for the public.

Mrs. Bowslaugh – Mr. Kruck

That the Minutes be received and filed.

Carried.

- b) Finance Committee Meeting

The written report of the Finance Committee Meeting held on January 27, 2014 was circulated.

Trustees requested clarification regarding the MSBA's proposed membership increase and the renewal of banking services.

Mr. Sumner – Mr. Bartlette

That the Minutes be received and filed.

Carried.

c) Other

- Trustee Bowslaugh reported on three meetings she had attended recently as a representative of the Brandon School Division Board of Trustees. This included a presentation by Dr. Martin Brokenleg, the Urban Aboriginal Task Force and the Brandon Police Services Public Consultation.

2.03 Delegations and Petitions**2.04 Communications for Action**

- a) James Allum, Minister of Education and Advanced Learning, January 30, 2014, noting he announced the government will increase funding to education by \$24.4 million or 2% in 2014-2015. The Government is providing new targeted funding to focus on fundamental math, science and reading skills. A further announcement on their commitment to further reduce class sizes will be made in the near future. The Government is also providing targeted funding for schools to provide students with tools and resources to understand their career and high learning opportunities and provide skills training so they can be better prepared once they complete high school. The Government is further providing schools with additional funding to build and renew science labs and school shop classes, and upgrade and acquire new tools, so that students have state-of-the-art equipment to learn the skills they need to get good jobs.

He further notes that schools divisions are to work hard to ensure funding for front line public education is maintained, including finding efficiencies and identifying savings in overhead and administration. He asks school divisions to take the following steps:

i) Using accumulated surpluses

Divisions are directed to use any excess accumulated surplus they have in reserves to the classroom to support student learning. Currently, existing policy permits school divisions to carry forward a surplus equivalent to 4% of their operating budget and anything over 4% is considered excess surplus. Over the next year they will be reviewing the potential to decrease this policy limit to help keep school taxes low.

ii) School division administrative costs now capped

Administrative costs caps in regulation are effective July 1st. The caps have been established to recognize that rural and northern divisions are smaller but still have basic administrative requirements to ensure quality and fiscal responsibility:

- Winnipeg: 4% of total operating expenditures
- Rural: 4.5% of total operating expenditures
- North: 5% of total operating expenditures

School divisions must maintain their administrative costs below these new regulated limits and should look for opportunities to further reduce costs as these limits will be reviewed.

iii) Reduce administrative spending

Divisions are to identify opportunities to reduce their administration and overhead costs, including the number of administrative and consultant positions, salary levels and associated expenses such as food and travel. Divisions should also focus on all administrative functions to improve productivity and reduce overhead costs, including functions such as purchasing, transportation, IT and facility maintenance.

Referred Business Arising.

2.05 Business Arising**- From Previous Delegation**

- a) Mr. Steve Cherewyk, Parent, speaking to the Board about Syner-Voice and following up on past presentation regarding parents riding the bus with their child.

Trustee Kruck, Chairperson of the Policy Review Committee, noted the Committee had reviewed and discussed the request regarding parents riding the school bus with their child. He noted the Committee unanimously recommended this request be declined. He confirmed Senior Administration had been directed to review the current transportation policies and include a statement that parents will not be allowed to ride their bus with their child.

Superintendent, Dr. Michaels, confirmed that Senior Administration was reviewing ways to accommodate the request with respect to Syner-Voice and its capabilities. A report would be provided to the Board in due course.

- From Board Agenda

- a) The correspondence from James Allum, Minister Education and Advanced Learning, Communications for Action 2.04a), referencing the recent funding announcement for 2014-2015 and asking school divisions to follow steps to move resources into the classroom through use of accumulated surplus, adhering to administrative cost caps, and reduction in administrative spending was reviewed by the Chairperson. He noted the Division was below each of the caps referenced in the Minister's letter. The letter was received as information for the All-Day Budget meeting.

- MSBA issues (last meeting of the month)

NIL

- From Report of Senior Administration

The Secretary-Treasurer spoke to the recently received funding announcement and the motion regarding the transfer of the 2014-2015 operating budget to the Board of Trustees. Mr. Labossiere also confirmed that the Division had recently received the Kindergarten to Grade 3 Smaller Classes Initiative (formerly called 20K3) funding announcement noting the Brandon School Division will receive \$431,223 for 2014-2015.

- a) School Reports - NIL
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report
 - Funding Announcement – Referred Business Arising.
 - Transfer of 2014-2015 Operating Budget to Board of Trustees – Referred Motions.
 - Trustee Indemnities – Secretary-Treasurer and Assistant Secretary-Treasurer Selection Committee – Referred Motions.
 - Trustee Inquiries:
 - o Trustee Kruck – Additional Fundraising for Hockey Trip to Pittsburgh;

- Trustee Kruck – Survey of Other School Divisions – Extra-Curricular Costs.

2.06 Public Inquiries (max. 15 minutes)

2.07 Motions

08/2014 Mr. Snelling – Mr. Karnes

That Senior Administration transfer the 2014-2015 Operating Budget to the Board of Trustees for the Board's ownership and final decision making.

Trustee Bartlette requested clarification with respect to transferring ownership of the budget.
Carried.

09/2014 Mr. Karnes – Mr. Snelling

That the Trustees participating on both the Secretary-Treasurer and Assistant Secretary-Treasurer Selection Committee be paid the appropriate indemnity for meetings of this Committee which were held August, October, November and December, 2013.

Trustees spoke for and against being paid indemnities for Committee work.
Carried. (6-0 – Trustees Snelling and Kruck abstained)

2.08 Bylaws

NIL

2.09 Giving of Notice

NIL

2.10 Trustee Inquiries

- a) Trustee Kruck thanked Senior Administration for the information provided with respect to his two trustee inquiries. He spoke to the results of the survey that had been conducted with respect to off-site activities.
- b) Trustee Bartlette asked Senior Administration if the recent increase in federal funding for Aboriginal students would have any impact on the Aboriginal students of the Brandon School Division. Superintendent, Dr. Michaels noted this was unknown at the present time and spoke to how federal funding is distributed directly to the native bands for redistribution locally.
- c) Trustee Bowslaugh also thanked Senior Administration for the information provided with respect to Mr. Kruck's trustee inquiries. She asked if any of the Divisions which participated in the survey requested a copy of the results. Mr. Labossiere, Secretary-Treasurer, noted he had not received any requests for a copy of the results.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Superintendent, Dr. Michaels, highlighted information from the Report of Senior Administration. She also circulated and spoke to a statement which she had released on behalf of the Brandon School Division regarding "Student Smudging Practice".

Mr. Murray – Mr. Sumner

That the February 10, 2014 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) George Coupland, Director, Labour Relations, Manitoba School Boards Association, addressed to Superintendents, January 31, 2014, noting a number of school divisions have received a letter from Ken Pearce, General Secretary of the Manitoba Teachers' Society which requests division to supply information on FTE teachers. He notes Mr. Pearce's letter states "legislation requires divisions to provide information to the Manitoba Teachers' Society". Mr. Coupland confirms the requirement on school divisions to provide teacher specific information can be found in two Acts and includes excerpts from the two Acts he refers to in his letter. Mr. Coupland further notes that the specific request in the MTS letter appears to fall outside of the requirement on school divisions to provide information and therefore MSBA in their view, does not feel divisions are obligated to provide the requested information.

Referred to Personnel Committee.

3.03 Announcements

- a) Public Budget Consultation Forum – 7:00 p.m., Wednesday, February 12, 2014 – École Harrison.
- b) Facilities and Transportation Committee Meeting – 11:30 a.m., Thursday, February 13, 2014, Board Room.
- c) All Day Budget Meeting – 9:00 a.m., Tuesday, February 18, 2014, Board Room.
- d) Brandon Community Drug and Alcohol Education Coalition Meeting – 9:00 a.m., Thursday, February 20, 2014, Board Room.
- e) Finance Committee Meeting – 2:00 p.m., Monday, February 24, 2014, Board Room.
- f) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, February 24, 2014, Board Room.
- g) Upcoming Budget Dates:
 - Special Board Meeting – Public Presentations re: Proposed 2014-2015 Budget – 7:00 p.m., Monday, March 3, 2014.

Mrs. Bowslaugh – Mr. Kruck

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) Superintendent, Dr. Michaels, provided information and clarification regarding a student matter.

- Trustee Inquiries**4.02 Personnel Matters****- Reports**

- a) Confidential #1 – Personnel Report was noted.
- b) The Secretary-Treasurer provided information regarding a personnel matter.
- c) The Secretary-Treasurer spoke to Confidential #2. The Board agreed to the recommendations and a motion would be brought forward in open board.

- Trustee Inquiries**4.03 Property Matters/Tenders****- Reports****- Trustee Inquiries****4.04 Board Operations****- Reports**

- a) The Chairperson spoke to a Board Operation and procedural matter.

- Trustee Inquiries

Mr. Snelling – Mr. Bartlette

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

Carried.

10/2014 Mr. Bartlette – Mr. Snelling

That the Brandon School Division Board of Trustees approve the Letter of Agreement with suggested amendment with respect to the Brandon Teachers Association Short Term Disability Benefit Plan; and the Chairperson and Secretary-Treasurer are authorized to sign same.

Carried.

5.00 ADJOURNMENT

Mr. Kruck – Mr. Murray

That the meeting does now adjourn (9:17 p.m.)

Carried.

Chairperson

Secretary-Treasurer