BRANDON SCHOOL DIVISION

"Accepting the Challenge"

# BRANDON SCHOOL DIVISION

January 20, 2010

NOTICE IS HEREBY GIVEN OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES

TO BE HELD MONDAY, JANUARY 25, 2010 AT 7:00 P.M.

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

Secretary-Treasurer

## AGENDA

**1.00 AGENDA/MINUTES:**

**1.01 Reference to Statement of Board Operations**

**1.02 Approval of Agenda**

**1.03 Adoption of Minutes of Previous Meetings**

a) Regular Board Meeting, January 11, 2010.
Adopt.

b) Special Board Meeting, January 18, 2010.
Adopt.

**2.0 GOVERNANCE MATTERS:**

## 2.01 Presentations For Information

a) Dr. Deborah C. Poff, PhD, President and Vice-Chancellor, Brandon University, and members of the Brandon University Strategic Planning Steering Committee (SPSC) with a brief informational presentation.

## 2.02 Reports of Committees

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|---|---|---|---|
| a) | Facilities/Transportation Committee Meeting | (Yellow) | D. Karnes |
| b) | Education Committee Meeting | (Green) | R. Coey |
| c) | Finance Committee Meeting | (Buff) | B. Mayes |
| d) | Other – Regional #1 Meeting January 18, 2010. | B. Jolly, J. Murray, M. Snelling | |

## 2.03 Delegations and Petitions

a) Mr. D. Hardy, President, Brandon Teachers' Association, regarding the upcoming 2010/2011 Budget.

## 2.04 Communications for Action

a) David Yeo, Director of Education Administration Services, Manitoba Education, January 8, 2010 regarding 2010-2011 School Bus Purchase and providing information regarding the Central Tender Process arranged by the Department for those Divisions who wish to register.

Refer Business Arising.

## 2.05 BUSINESS ARISING

**- From Previous Delegations**

**- From Board Agenda**

a) David Yeo, Director of Education Administration Services, Manitoba Education, Communications from Action 2.04a) regarding 2010-2011 School Bus Purchase and providing information regarding the Central Tender Process arranged by the Department for those Divisions who wish to register.

**- MAST issues (last meeting of the month)**

**- From Report of Senior Administration**

a) School Reports – Betty Gibson
– Vincent Massey

b) Items from Senior Administration Report

## 2.06 Motions

12/2010 That a letter be written to the Minister of Education, Nancy Allan, asking the Government to review the impact that a reallocation of funds collected through commercial assessment would have on school divisions having higher commercial assessments and to consult with Manitoba school divisions prior to implementing any changes.

13/2010 That Form 3013 be amended by changing "MEALS (TO MAXIMUM $40.00 PER DAY)" to now be "MEALS (TO MAXIMUM $50.00 PER DAY)" and "(Breakfast - $7.00/Lunch-$13.00/Supper - $20.00)" to now be "(Breakfast - $10.00/Lunch-$15.00/Supper - $25.00)".

**2.07 Bylaws**

**2.08 Giving of Notice**

**2.09 Inquiries**

**2.09a) Public Inquiries (last meeting of each month – max. 15 minutes)**

**2.09b) Trustee Inquiries**

## 3.00 ADMINISTRATIVE INFORMATION:

### 3.01 Report of Senior Administration

Receive and File.

## 3.02 Communications for Information

a) Amy Buehler, Chairperson, Brandon Teachers' Association Collective Bargaining Committee, January 10, 2010 noting that of all the Manitoba Associations and Divisions which only months ago were queued up for interest arbitration, only Brandon remains in the line and that all others have found their way to negotiated settlements and with that in mind the BTA Collective Bargaining Committee respectfully suggests that two parties should give bargaining another try.

Refer Personnel Committee.

b) "Notice to Clients" from Meighen, Haddad & Co., undated, advising that effective January 1, 2010, the law firm of Meighen, Haddad & Co. has registered as a Limited Liability Partnership pursuant to the *Partnership Act (Manitoba),* and will now carry on business under the name of : Meighen Haddad LLP.

Receive and File.

c) Ms. H.S. Currie, undated, regarding newspaper articles on separate private schools for Aboriginals at public expense, existing separate private schools and public education issues.

Receive and File.

**3.03 Announcements**

a) Board Meeting with Drew Caldwell, MLA Brandon East, 9:30 a.m., Tuesday, January 26, 2010.

b) Policy Review Committee Meeting, 11:30 a.m., Tuesday, January 26, 2010.

c) Education Committee Meeting, 1:30 p.m., Monday, February 1, 2010, Board Room.

d) Personnel Committee Meeting, 9:30 a. m., Tuesday, February 2, 2010, Board Room.

e) Joint Chamber/Division Ad-Hoc Committee, 11:30 a.m., February 3, 2010, Conference Room.

f) Public Budget Forum, 7:00 p.m., Wednesday, February 3, 2010, Earl Oxford School.

g) Finance Committee Meeting, 10:00 a.m., Monday, February 8, 2010, Board Room.

h) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, February 8, 2010, Board Room.

## 4.00 IN CAMERA DISCUSSION:

### 4.01 Student Issues

**- Reports**

a) Letter from Concerned Parent – Confidential #2.

**- Trustee Inquiries**

### 4.02 Personnel Matters

**- Reports**

a) Confidential #1 – Personnel Report.

**- Trustee Inquiries**

### 4.03 Property Matters/Tenders

**- Reports**

**- Trustee Inquiries**

### 4.04 Board Operations

**- Reports**

**- Trustee Inquiries**

## 5.00 ADJOURNMENT

Appendix A

Manitoba
Education
Education Administration Services
507-1181 Portage Avenue, Winnipeg, Manitoba R3G 0T3
T 204-945-6899 F 204-948-2154
www.manitoba.ca

January 8, 2010

Mr. George Buri
Chair
The Brandon School Division
1031 - 6th Street
Brandon MB R7A 4K5

Dear Mr. Buri:

**Subject: 2010-2011 School Bus Purchase**

In the near future, the Central Tender Purchase Committee (CTPC), comprised of staff from the Pupil Transportation Unit (PTU) of Manitoba Education, and representatives from the Manitoba Association of School Business Officials (MASBO), will begin the annual process of assembling a tender package for the 2010-2011 school bus purchase. As in years previous, school divisions will decide for themselves whether they wish to opt in or opt out of the Central Tender Process arranged by the Department. This letter serves as a reminder of the two options available to school divisions related to the 2010-2011 school bus purchase, and to request that divisions register their choice.

**Option 1 – Central Purchasing.** School divisions opting to purchase through the central tender will have access to the following services provided by the Department:

- per unit price savings based on bulk purchasing (15% - 20%)
- pilot review audit at the point of manufacture
- collection of prescribed pre-delivery inspection forms completed by suppliers
- New School Bus Acceptance Inspections (NSBAI)
- follow-up with manufacturers on warranty items
- cataloguing of defects for review with manufacturers

and to those services provided by the CTPC:

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2.04(a).

- compilation of additions, deletions, concerns, and comments submitted by MASBO regional groups
- review of submissions received from MASBO regional groups in order to develop new specifications or new options
- meetings with each school bus supplier to discuss specification requirements, options, build dates, pre-delivery inspection processes, and delivery dates
- committee assessment of new school bus tender submissions
- awarding of the new school bus purchase contract to the successful supplier

**Option 2 – Local Purchasing.** School divisions opting to purchase school buses outside of the central tender will:

- call for their own tenders per The Public Schools Act (s. 70)
- have the opportunity to liaise directly with their manufacturer of choice
- make local arrangements with respect to matters such as pilot audits, pre-delivery inspections, and warranty follow-ups

It should be noted that school buses purchased outside the central tender must continue to meet requirements of Canadian Motor Vehicle Safety Standards (CMVSS); Canadian Standards Association D250-07; and Manitoba Regulation 465/88R, at a minimum. It should be noted that all school buses, regardless of purchase method, will be subject to the New School Bus Acceptance Inspection conducted by PTU staff. Buses meeting the requirements will be issued a numbered inspection decal.

The decision of whether or not to participate in the central tender continues to be a local one made annually. The benefit of the central bus purchase to participating school divisions is in obtaining the lowest possible price from tendering suppliers. Tendering suppliers submit prices based upon target numbers of school bus units to be purchased. If these targets change in any amount after the tender closes, suppliers may not be able to, nor want to, in future, submit their lowest bids because of uncertainty with respect to the numbers of school bus units they would be required to manufacture. In other words, the potential saving to all participating school divisions stands to be lost or greatly reduced as a result of any opting out by school divisions after the tender closes. For this reason, Manitoba wishes to make clear to school divisions that *it is Manitoba's position that by signing the attached document, your school division is agreeing that, if it should purchase school buses, it will do so through the 2010-2011 Central Tender Process, and it cannot unilaterally opt out of this commitment.*

I would ask that you advise the Department **no later than Friday, January 29, 2010** whether or not your school division will be participating in the Central Tender Process for 2010-2011.

1. **If participating** in the Central Tender Process, please **complete both copies** of the attached contract and return them to the Pupil Transportation Unit, 507-1181 Portage Avenue, Winnipeg MB R3G 0T3

   Upon Departmental authorization, a copy of the contract will be returned to you.

***OR***

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2. If you elect **not to participate** in the Central Tender Process, please complete the attached non-participation form and return it to the address shown above.

Thank you for your attention to this matter.

Yours sincerely,

David Yeo
Director
Education Administration Services

c. Secretary-Treasurers of School Divisions
Gerald Farthing, Deputy Minister, Manitoba Education
Roy Seidler, Executive Director, MASBO
Hugh Coburn, President, MSBA

Attachment