



# 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, MAY 27, 2013.

## **PRESENT:**

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

Secretary-Treasurer, Mr. K. Zabowski, Recording Secretary, Ms. S. Bailey, Live Streaming Video Operator, Ms. K. Boklaschuk.

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

The Chairperson called the meeting to order at 7:00 p.m. He welcomed everyone in attendance to the meeting. The Chairperson noted the artwork on the Boardroom wall had been provided by students of Linden Lanes School.

## **AGENDA**

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

#### **1.01 Reference to Statement of Board Operations**

#### **1.02 Approval of Agenda**

The Board Chairperson noted he had four additional items for In-Camera discussions.

The Secretary-Treasurer noted his memo regarding Extended Health Care Benefits included in the report of Sr. Administration. He confirmed there would be further discussion In-Camera regarding this item.

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

**1.03 Adoption of Minutes of Previous Meetings**

- a) The Minutes of the Special Board Meeting held May 13, 2013 were circulated.

Mr. Murray – Mrs. Bowslaugh

That the Minutes be approved as circulated.

Carried.

- b) The Minutes of the Regular Board Meeting held May 13, 2013 were circulated.

Mr. Bartlette – Mr. Sumner

That the Minutes be approved as circulated.

Carried.

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

- a) The Chairperson recognized the following student accomplishments:

- Kevin Russel, Waverly Park School, for winning the Division-wide Grade 4 Oratorical Contest with his speech "Experience is the best teacher".
- Lauren Michta, Waverly Park School, for winning the Division-wide Grade 5 and 6 Oratorical Contest with her speech "Papa – My Hero".
- École Secondaire Neelin High School Students, Emma Bell, Rebecca Storey and Lea Johnson, for their accomplishments in placing 1<sup>st</sup>, 3<sup>rd</sup> and 4<sup>th</sup> in the Canadian Mennonite University Essay Contest.
- Lukas Harvey, École Secondaire Neelin High School, for his award winning science fair project entitled "Rock, Paper and Keyboard" from the Western Manitoba Science Fair.

The Chairperson offered the opportunity for each honouree to speak following receipt of their recognition.

**2.02 Reports of Committees**

- a) Personnel Committee Meeting

The written report of the Personnel Committee meeting held on May 13, 2013 was circulated.

Trustee Bartlette requested clarification regarding the Short Term Disability Benefit Plan with respect to Brandon Teachers' Association members. He asked if this was a negotiated item or not. The Secretary-Treasurer confirmed Senior Administration is still looking into the matter and will be reporting back to the Personnel Committee in due course.

Dr. Ross – Mr. Murray

That the Minutes be received and filed.

Carried.

b) Policy Review Committee

The written report of the Policy Review Committee meeting held on May 15, 2013 was circulated.

Trustee Bowslaugh inquired as to whether or not the new Social Media policy would include anything on students bringing their own devices. Mr. Kruck noted the policy was still in the consultation phase and nothing had been determined with respect to students bringing their own devices at this point in time.

Trustee Ross, referencing discussions regarding policy 7024, asked what documentation or regulations are passed on to outside user groups who book school facilities through the Joint Use Agreement. Mr. Karnes, Chairperson of the Facilities and Transportation Committee, confirmed the current agreement is silent in this respect. However, he noted the agreement is up for review and renewal on a yearly basis and was perhaps something that could be discussed at that time.

Trustee Sumner inquired about the Division's liability if the Division remains silent on food being brought in by outside user groups and something does happen as a result of no policy for this group. Mr. Kruck confirmed the Committee had not discussed liability in that scenario, but rather discussed liability should there be rules and regulations in place and no way to monitor situations should something occur.

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

c) Workplace Safety and Health Committee Meeting

The written report of the Workplace Safety and Health Committee meeting held on May 15, 2013 was circulated.

Trustee Bartlette inquired about the timing of the water testing which had been conducted. It was noted that the retesting had been done during the school year and provided better results. Trustee Bartlette also inquired about the grace period for a scent free policy. Mr. Murray noted the discussions had been regarding a possible "soft launch" giving students and staff an opportunity to adjust to the new policy. He also noted that the soft launch would be determined by the Board of Trustees.

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

d) Other

- NIL

**2.03 Delegations and Petitions**

NIL

**2.04 Communications for Action**

- a) Jamie Harrison, Student Council Teacher Advisor and Jill Oman, Student Council Teacher Advisor, École Secondaire Neelin High School, May 7, 2013, noting the school's Student Representative Council (SRC) has recently registered for the Canadian Student Leadership Conference (CSLC) which is to be held from September 17-21, 2013 in Montague, P.E.I. The delegate fee for this conference is \$375 per attendee plus airfare. They are sending two students and two teachers for a cost of approximately \$4,800. They are requesting any financial support which can be made available by the Board in order to offset this cost.

Referred Motions.

**2.05 Business Arising**

**- From Previous Delegation**

**- From Board Agenda**

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

**- From Report of Senior Administration**

- a) School Reports – Linden Lanes School

Ms. Kathy Brigden, Principal, Linden Lanes School, provided Trustees with her school report. She noted student achievement data shows strong, consistent growth in all areas. The percentage of students meeting or approaching curricular outcomes continues to be at or above expectations when compared to divisional data. She felt this success could be attributed to the fact the school staff, through the school development plan, chose to focus on two goals and do them well as opposed to trying to do several things. Ms. Brigden spent time discussing the school's first goal which was "To increase the achievement of all students with a focus on engagement in learning." She spoke to a number of school initiatives and professional development which had helped the school to achieve this goal. Ms. Brigden concluded her presentation by reading a letter from a student about what it meant to be involved in a HALEP cluster.

Trustees thanked Ms. Brigden for her presentation and congratulated her on focusing and targeting on a particular area to achieve higher results.

- b) Learning Support Services Presentation – NIL

- c) Items from Senior Administration Report

- Rotary Club of Brandon Sunset Scholarship – Referred Motions.
- P.E.O. Chapter R Scholarship – Off-Campus – Referred Motions.
- SMD request for bus transportation – Referred Motions.
- Crocus Plains Regional Secondary School Off-Site Activity Request – Referred Motions.
- CPRSS Request for Financial Assistance – Skills Winners – Referred Motions.
- Trustee Inquiries:
  - o Trustee Bowslaugh – Anti-bullying forum.

The Secretary-Treasurer spoke to the motions being brought forth through Senior Administration.

The Secretary-Treasurer also reviewed a memo he included in the Report of Senior Administration with respect to Extended Health Care Benefits. He noted the Manitoba Association of School Board Officials (MASBO) was meeting on Thursday of this week to discuss the matter further. Trustees expressed concern that there had been a lack of discussion and consultation on this matter with school divisions. They also expressed concern with the upcoming deadline of the fall with only one month of school left and many employees unavailable during the summer months. They expressed disappointment that Mr. Trubyk, Labour Relations Consultant for Manitoba School Boards Association (MSBA), had not met with Trustees on this matter. Trustees inquired as to who authorized MSBA to negotiate on behalf of the divisions. They also requested clarification regarding which company would be administering the plan; would new ID cards be required; who would pay for the implementation costs; what would happen to employee plans should an employee change jobs and hours within the division; what were the reactions of other school divisions; will retired teachers be under the same plan and will this put some Trustees in a conflict of interest position? Mr. Zabowski was asked to note the various questions raised by Trustees and seek clarification when this matter was to be discussed at the MASBO conference.

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

- a) Barb Gribben, Recording Secretary CUPE Local 737 and Chair CUPE Manitoba School Division Sector, noted she had several questions with respect to the Manitoba Public School Employees Dental & Extended Health Benefits Plan. She noted CUPE Local 737 knew nothing about the proposed plan until Dr. Michaels and Mr. Zabowski met with the Executive on May 23. She had then contacted Kelly Moist, President CUPE Manitoba, and learned that CUPE Manitoba also knew nothing about this plan. Therefore, she requested clarification regarding the following:
1. "Why was CUPE not involved in the discussion for the set-up of this plan? Why the secrecy – this was out of the blue!"
  2. "Who initiated this plan? Why can't support staff have their own plan?"
  3. "Why the rush to have Support Staff determine if their members wish to participate? We have to determine by October 1, 2013 if we are participating – the Executive found out May 23 and the majority of our members do not work in July and August."
  4. "With our current plan we can opt in every second year – this plan does not allow our members to opt in at a later date. Why? It appears our current members are making a decision for future members – is this fair?"
  5. "How does it work for a term employee? If (I cannot speak for our members) join the plan we have term support staff who work 25 hours or more a week. Are they automatically enrolled in the plan? What happens if they have a break in their employment?"
  6. "What is the difference in the premiums from our current plan? What is the difference in the coverage?"
  7. "Is it fair Support Staff currently participating in the MTS Extended Health Plan will have no coverage as of September 1 as the current plan ceases to exist effective September 1, 2013?"

She concluded her inquiry by noting that the union has many questions and concerns regarding the plan and wonders why the union was not consulted from the beginning given that they are to be part of a joint Trustee Committee to oversee the plan.

Trustees noted they shared CUPE's concerns and are looking for the same answers. It was agreed a motion would be brought forward directing a letter be forwarded to MSBA noting CUPE's questions and concerns and supporting those concerns. The letter would also express concerns regarding the implementation timelines and lack of consultation/discussion with Trustees. Ms. Gribben was asked to relay the discussions which had taken place at the Board table regarding this matter, to the CUPE membership.

## **2.07 Motions**

### **Tabled Motion (May 13, 2013)**

50/2013 Mr. Sumner - Mr. Kruck

That the Agreement to establish an award which would be provided annually to one Grade 8 student from each school in the Brandon School Division who has participated in extracurricular activities demonstrating involvement, leadership or organizational skills in their school and community; and to be known as "The Rotary Club of Brandon Sunset" award, be approved. The Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Carried (Trustee Bowslaugh abstained).

57/2013 Mr. Kruck – Mrs. Bowslaugh

That the Agreement for establishment of a scholarship for a female student graduating from the Neelin High School Off-Campus program to be known as "The P.E.O. Chapter R of Brandon Scholarship" in the amount of \$500.00 for the 2012-2013 school year 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.

58/2013 Mrs. Bowslaugh – Mr. Kruck

That a school bus be provided to the Society for Manitobans with Disabilities' 2013 Summer Day Camp for the weeks of July 8th, 2013 to August, 23<sup>rd</sup>, 2013, at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Motor Transport Board.

Carried.

59/2013 Mr. Karnes – Mr. Murray

That the trip involving eight (8) Grade 10 to 12 Drafting, Electronics, and Autobody students, from Crocus Plains Regional Secondary School to make a trip to Vancouver, BC from June 4 to June 9, 2013 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Ross raised concerns that there were only male teachers chaperoning the trip. She noted the Board had discussed allowing for a gender balance several years ago. Mr. Malazdrewicz, Associate Superintendent, confirmed he would follow-up on the matter with the school administrator. The Chairperson asked Mr. Malazdrewicz to advise the school administrator that this has been raised by the Board previously and is a concern for the Board.

Carried.

60/2013 Mr. Murray – Mr. Karnes

That the request for financial assistance for eight (8) Crocus Plains Regional Secondary School students to attend the National Skills Canada Competition to be held in Vancouver, British Columbia between June 5 – June 8, 2013 be approved in the amount of \$3,200.00.

Carried.

61/2013 Mr. Bartlette – Mr. Murray

That the request for financial assistance for two École Secondaire Neelin High School students to attend the Canadian Student Leadership Conference to be held in Montague, P.E.I., September 17-21, 2013 be approved in the amount of \$800.00.

Mr. Murray noted in the past the Division has received presentations from students who have requested financial assistance for travel. He inquired as to the possibility of having some of these students report back to the Board at a later date.

Carried.

62/2013 Mr. Murray – Mr. Kruck

That the Brandon School Division Board of Trustees forward CUPE's concerns regarding the Manitoba Public School Employees Dental and Extended Health Benefits Plan Trust to the Manitoba School Board Association with the full support of the Board of Trustees; including concerns regarding implementation timelines; and further ask why this new plan was not brought forward for discussion at the MSBA AGM in March, 2013.

Mr. Karnes – Mr. Kruck

That Motion 62/2013 be tabled until after In-Camera discussions on the matter.

Carried.

## **2.08 Bylaws**

Trustee Kruck exited the meeting at 8:50 p.m.

Dr. Ross – Mr. Snelling

That By-law 2/2013 being a by-law in the amount of \$14,000,000.00 providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the period of May 1, 2013 to June 30, 2013, be now read for the second time, having first been read on May 13, 2013.

Carried (8-0).

Mr. Snelling – Dr. Ross

That the rules be suspended and By-law 2/2013 be now read for a third and final time, and taken as read, finally passed.

Carried (8-0).

Trustee Kruck returned to the meeting at 8:53 p.m.

Mr. Snelling – Mr. Murray

That By-law 3/2013 being a by-law for the construction of the George Fitton School Gymnasium and Day Care Addition, not exceeding the amount of \$6,500,000.00, to provide for other related costs, and to provide for temporary financing, be now read for the second time, having first been read on May 13, 2013.

Carried.

Mr. Snelling – Mr. Murray

That the rules be suspended and By-law 3/2013 be now read for a third and final time, and taken as read, finally passed.

Carried.

Mr. Karnes – Mrs. Bowslaugh

That By-law 4/2013 being a by-law providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2013 to June 30, 2014, be now read for the second time, having first been read on May 13, 2013.

Carried.

Mr. Karnes – Mrs. Bowslaugh

That the rules be suspended and By-law 4/2013 be now read for a third and final time, and taken as read, finally passed.

Carried.

## **2.09 Giving of Notice**

NIL

## **2.10 Trustee Inquiries**

The Chairperson noted that new Trustee Inquiry forms had been prepared with a “Part B” included that would be completed by Senior Administration whenever a detailed response was inquired. This preliminary response would include cost and staff hours required and time needed to complete the request. It would then be returned to the Board of Trustees to determine whether or not the Board wished to pursue the matter. It was noted those inquiries which could be answered directly at the Board table would not fall under this process.

Trustee Kruck inquired about his request for follow-up with the Minister from the previous Board meeting. The Chairperson noted this matter would be discussed further In-Camera.

## **3.00 ADMINISTRATIVE INFORMATION:**

### **3.01 Report of Senior Administration**

Superintendent, Dr. Michaels, referenced the report from Spring Valley Colony School noting the work taking place at the school, including participation in a school science fair. Trustee Bowslaugh inquired about the possibility of the students participating in the Western Manitoba Science Fair in the future.

Trustee Bowslaugh thanked Senior Administration for providing the costs with respect to her inquiry regarding a Division wide anti-bullying training. She realizes it is not affordable at this time, but still felt it would be a worthwhile endeavor. Trustee Murray inquired about the possibility of partnering with Brandon University Education Students to provide this curriculum. Dr. Michaels confirmed she would be meeting with the new Education Dean in the future and could raise the matter with the Dean.

Mr. Murray – Mr. Kruck

That the May 27, 2013 Report of Senior Administration be received and filed.

Carried.



**3.02 Communications for Information**

NIL

**3.03 Announcements**

- a) Joint Meeting with Chamber of Commerce – 11:30 a.m., Tuesday, May 28, 2013 – Chamber of Commerce.
- b) Employee Long Service Pin Recognition Evening – 7:00 p.m., Thursday, May 30, 2013 – City Hall Foyer.
- c) Finance Committee Meeting – 12:00 noon, Monday, June 3, 2013, Board Room.
- d) Divisional Futures and Community Relations Committee Meeting – 11:30 a.m., Wednesday, June 5, 2013 – Board Room.
- e) Facilities and Transportation Committee Meeting – 11:30 a.m., Thursday, June 6, 2013 – Board Room.
- f) Personnel Committee Meeting – 12:00 noon, Monday, June 10, 2013 – Board Room.
- g) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, June 10, 2013, Board Room.

Mr. Bartlette – 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.

- Trustee Inquiries

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

- a) The Board agreed to continue the Welcome Back Breakfast to be held on September 3, 2013.
- b) The Board reviewed an upcoming Provincial announcement and the staging of a communications event to take place in conjunction with the announcement.
- c) The Board declined to follow through on a Trustee inquiry/request.
- d) Trustees continued discussions regarding the MSBA Extended Health Care Benefits plan with direction provided to Senior Administration.

**- Trustee Inquiries**

Mr. Kruck – Mr. Sumner

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

Carried.

**Tabled Motion:**

62/2013 Mr. Murray – Mr. Kruck

That the Brandon School Division Board of Trustees forward CUPE's concerns regarding the Manitoba Public School Employees Dental and Extended Health Benefits Plan Trust to the Manitoba School Board Association with the full support of the Board of Trustees; including concerns regarding implementation timelines; and further ask why this new plan was not brought forward for discussion at the MSBA AGM in March, 2013.

Carried.

**5.00 ADJOURNMENT**

Mr. Kruck - Mr. Sumner

That the meeting does now adjourn (10:07 p.m.)

Carried.

---

Chairperson

---

Secretary-Treasurer