



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, SEPTEMBER 23, 2013.

PRESENT:

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

Acting Secretary-Treasurer, Mr. D. Labossiere, 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.

REGRETS:

Mr. G. Kruck, Mr. M. Snelling, 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. He noted the artwork on the Board Room walls had been provided by the students at Betty Gibson School.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

The Acting Secretary-Treasurer confirmed he had a late motion regarding trade recognition to bring forward under Section 2.07 – “Motions”.

Superintendent, Dr. Michaels, requested the addition of a report on a meeting she had with Dr. Gerald Farthing regarding the use of Assiniboine Community College under Section 3.01 – “Report of Senior Administration”. She also confirmed she had one item to bring forward for In-Camera discussions.

Trustee Murray requested a Point of Privilege under “Presentations for Information” – Section 2.01.

Mr. Murray and Dr. Ross

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 September 9, 2013 were circulated.

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

2.00 GOVERNANCE MATTERS:**2.01 Presentations For Information****Point of Privilege:**

Trustee Jim Murray was pleased to announce that he had been appointed to serve on the Board of Governors for Assiniboine Community College. Trustees congratulated Mr. Murray on his appointment.

2.02 Reports of Committees

- a) Facilities and Transportation Committee Meeting

The written report of the Facilities and Transportation Committee meeting held on September 11, 2013 was circulated.

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

- b) Divisional Futures and Community Relations Committee Meeting.

The written report of the Divisional Futures and Community Relations Committee meeting held on December 16, 2013 was circulated.

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

- c) Other

- The Chairperson reported on the Welcome Back Breakfast held on Tuesday, September 3, 2013. He noted the cost of the pancake breakfast and the small number of staff who actually attend. He requested the Board discuss further as to whether or not to continue this event.

2.03 Delegations and Petitions

NIL

2.04 Communications for Action

- a) Floyd Martens, President, Manitoba School Boards Association, September 11, 2013, acknowledging receipt of the Board's letter reiterating its concerns about process issues regarding the Extended Health Benefits Plan and requesting a meeting with the MSBA Executive. He notes the MSBA recognizes and accepts that it erred in not communicating directly with its member school boards around the development of this new extended health benefits program. They have taken steps to remedy this situation by including board chairs in all further correspondence regarding the plan. Working with the plan sponsor they have also addressed the implementation concerns which school boards and divisional staff have raised with the association. He has followed up as Association President with a phone call to each of the board chairs in question with respect to letters sent expressing concerns about the MSBA's communication process, or about some aspect of the plan. Therefore, he understands that concerns voiced earlier about processes and plan implementations have been successfully addressed at this point. With respect to the Board's request to meet with the MSBA Executive to "discuss the situation and attempt to resolve our differences", Mr. Martens notes he and the Region 1 Director and one of the Association's Vice-Presidents will make themselves available to meet with the Brandon School Division Board of Trustees to discuss the matter.

Referred MSBA Issues.

- b) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, Ken Klassen, Executive Director, Manitoba Association of School Superintendents, September 10, 2013, regarding a project which will undertake a province-wide study to explore the policies and practices that Manitoba schools and school divisions are employing to address inequity among students and families in their communities. The research will attempt to inventory what education partners are doing now and what is working well to ensure more equal learning opportunities and greater success rates for students living in economically challenged circumstances. A portion of the study will focus on the particular needs of Aboriginal students and families who are among the most impoverished and vulnerable populations in our province. The information gathering phase of this research project is scheduled to begin in the fall of 2013. They hope that the school division will commit to participation in this important work and request confirmation of the division's intent.

Referred Business Arising.

2.05 Business Arising

- From Previous Delegation

- From Board Agenda

- a) The correspondence from Carolyn Duhamel, Executive Director, Manitoba School Boards Association, Ken Klassen, Executive Director, Manitoba Association of School Superintendents, from Communications for Action 2.04b), regarding a project which will undertake a province-wide study to explore the policies and practices that Manitoba schools and school divisions are employing to address inequity among students and families in their communities and asking the school division to participate was discussed. Trustees noted they were generally in favour of supporting the project given that the Division has a policy on equity and therefore would like to participate. However, concern was expressed at the lack of accompanying documentation regarding the research, including who was conducting the research; time involved; costs involved; and expected outcomes. Senior Administration was

directed to contact MSBA regarding the possibility of the Division participating but also requesting further information regarding the research to be conducted.

- MSBA issues (last meeting of the month)

- a) The correspondence from Floyd Martens, President, Manitoba School Boards Association, from Communications for Action 2.04a), acknowledging receipt of the Board's letter reiterating its concerns about process issues regarding the Extended Health Benefits Plan and requesting a meeting with the MSBA Executive was discussed. It was noted that Mr. Martens and two other members of the MSBA Executive attended a supper meeting with the Board of Trustees prior to this evening's meeting. Mr. Sefton, Chairperson, confirmed the meeting had been very productive with both parties coming to a mutual understanding regarding this issue.

- From Report of Senior Administration

- a) School Reports – NIL
- b) Learning Support Services Presentation – J.R. Reid and Betty Gibson School

J.R. Reid School

Mr. Shawn Lehman, Principal, J.R. Reid School, provided a power point presentation to the Board of Trustees regarding the school's student achievement results. He spoke to the three areas of academic focus, including reading, writing and numeracy. Mr. Lehman reviewed the results, highlighting the areas where students are meeting expectations and noting the areas where more work is required. He reviewed the school plan, reading plan, and numeracy plan. He also spoke to the Response to Intervention planning which has taken place at the school to address the needs of students in specific areas. The Trustees thanked Mr. Lehman for his presentation.

Betty Gibson School

Mr. Phil Vickers, Principal, Betty Gibson School, spoke to the Board of Trustees about a new initiative at Betty Gibson School entitled "Middle Years Leadership Block". He noted the initiative was modeled after a program entitled "Young Men's Empowerment Program". The School had adopted this initiative in answer to keeping the Grade 7 and 8 students at the school and preparing them for the transition to high school in Grade 9. The program was student driven and would cover such areas as organizing school events; career focus; winter survival; healthy lifestyles; stress and anxiety; and female and male discussion groups. The Trustees thanked Mr. Vickers for his presentation.

- c) Items from Senior Administration Report
 - Head Teachers – Referred to Motions.
 - Trustee Inquiries
 - Part B Response to Trustee Ross' Inquiry – August 26, 2013.

The Acting Secretary-Treasurer reviewed the Part B response to Trustee Ross' inquiry regarding insurance.

Superintendent, Dr. Michaels, spoke to the conversation she and Mr. Malazdrewicz had held with Dr. Gerald Farthing regarding the possible use of Assiniboine Community College for Grade 7 and 8 Home Economics and Industrial Arts, Band and other programming suitable for the facilities

available. She noted that Dr. Farthing would ask Rick Dedi from the Public Schools Finance Board to contact Senior Administration regarding this item. Mr. Dedi had then contacted Senior Administration to discuss the matter and reviewed how best to proceed. Mr. Dedi confirmed that Mr. John Weselake, the Executive Director of the Public School Finance Board was waiting for a proposal from the Brandon School Division which should be addressed to the Minister of Education. Discussions were held and Senior Administration was directed to prepare a proposal to be sent by the Board of Trustees to the Minister of Education.

2.06 Public Inquiries (max. 15 minutes)

NIL

2.07 Motions

- 110/2013 Mr. Bartlette – Dr. Ross
That the people recommended by the Principals of the schools for the position of Head Teachers for the 2013/2014 school year be approved as identified in the Report of the Senior Administration.
Carried.
- 111/2013 Dr. Ross – Mr. Bartlette
That the appointment of HSB Engineering Inc. as Consultant for the Riverview School Phase II Furnace Replacement Project, be approved, subject to approval by the Public Schools Finance Board.
Carried.
- 112/2013 Mr. Karnes – Mr. Bartlette
That the appointment of MCM Architects Inc., as Consultant for the George Fitton School 20K3 Two Classroom Renovation of Existing Gym Project, be approved, subject to approval by the Public Schools Finance Board.
Carried.
- 113/2013 Mr. Murray – Mr. Sumner
That the appointment of MCM Architects Inc., as Consultant for the Meadows School 20K3 Three Classroom Addition Renovation, be approved, subject to approval by the Public Schools Finance Board.
Carried.
- 114/2013 Mr. Murray – Mrs. Bowslaugh
That the request of the Brandon First, to use Kirkcaldy Heights School building, bus transportation and drivers, for the Royal Canadian Legion National Youth Track & Field Championship in August of 2017 and 2018 be approved subject to satisfactory arrangements with the Director of Facilities and Transportation.
Carried.
- 115/2013 Mrs. Bowslaugh – Mr. Sumner
That, in accordance with Article 8 of the Collective Agreement between the Division and the Brandon Teachers' Association a total of 3 (three) increments for the first 3 (three) years of experience and an additional 7 (seven) increments for the remaining years of experience, providing him a total of 10 (ten) increments for work related experience be recognized for Mr. Harold Fischer.
Carried.

- 116/2013 Mr. Bartlette – Dr. Ross
That the Board of Trustees forward a request for the use of Assiniboine Community College for Grade 7 and 8 Home Economics and Industrial Arts, Band and any other program the Division may deem suitable for the facilities.

Carried.

2.08 Bylaws

2nd Reading

Mr. Sumner – Mr. Bowslaugh

That By-law 6/2013 being a by-law for the purpose of amending part II of By-Law 1/2011, to make changes under “Meetings of the Board” of Trustees to include a statement regarding inclement weather and notice of cancellation of the meeting, having first been read September 9, 2013, be now read for the second time.

Carried.

2.09 Giving of Notice

NIL

2.10 Trustee Inquiries

NIL

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Superintendent Dr. Michaels reviewed the Report of Senior Administration for Trustees, including the following:

- Report from Spring Valley School;
- Report from Linden Lanes School;
- Report from Alexander School;
- Suspensions Report;
- Tell Them From Me Survey Report;
- Correspondence received from the Manitoba Association of Parent Councils.

Mr. Murray noted it had been several years since the Board of Trustees had made a trip to Spring Valley School and inquired if the Board would like to go this year, perhaps to the Christmas Concert. The Board agreed and directed Senior Administration to make arrangements for the Board of Trustees to visit Spring Valley School.

Mr. Murray – Dr. Ross

That the September 23, 2013 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Jan Sanderson, Deputy Minister of Children and Youth Opportunities, Gerald Farthing, Deputy Minister of Education, Cindy Stevens, Deputy Minister of Healthy Living, Seniors and Consumer Affairs, dated August, 2013, and enclosing a copy of *Growing Up OK!*, a new puberty resource tailored to children ages 9-12. This new resource was developed for children in grades 4-7 and may support teachers in delivering the Grade 5 and 7 Physical Education/Health Education sexual health outcomes as well as support school counselors in working with students. It may also assist parents in teaching and discussing this topic with their children. Although the delivery of the PE/HE curriculum is mandatory, human sexuality is potentially sensitive content and is subject to a parental option provisions. A parental option allows parents to choose a school-based or alternative delivery method of the sexual health portion of the PE/HE curriculum for their child where the content is in conflict with family, religious and/or cultural values. School Divisions that use this resource should communicate with parents regarding its use and its content as per local policy. *Growing Up OK!* Is available on online at www.manitoba.ca/healthychil/publiciations
Referred Office of Superintendent.
- b) Alexis Sukaroff, City Clerk's Office, City of Brandon, dated September 9, 2013, noting that at its September 3, 2013 meeting City Council appointed the following members of Count to the Joint Task Force Committee with terms of office to expire October 24, 2014:
Councillor Jeff Fawcett
Councillor Jan Chaboyer
Councillor Len Isleifson
Referred Secretary-Treasurer's Department.
- c) Naomi Kruse, Executive Director, Manitoba Association of Parent Councils, September 6, 2013, addressed to Dr. Michaels, Superintendent, Brandon School Division, expressing appreciation to the School Division the their 2013-2014 membership. They note membership provides access to support, skills and resources offered by the organization. They will be sending a letter of welcome to each school outlining the resources offered and invite members of the parent councils to consider nominating an individual for the MAPC Board of Directors as they strengthen parental involvement in Manitoba's education system.
Ordered Filed.
- d) Darryl Gervais, Director, Instruction Curriculum and Assessment Branch, Manitoba Education, September, 2013, noting Manitoba Education is pleased to present the online document *Education for Sustainable Development Leadership Council: Creating a Sustainable Future Together*. The document is intended to provide information about the Education for Sustainable Development (ESD) Leadership Council and the commitments it is undertaking toward ensuring that ESD is infused into pre-school and Kindergarten to Grade 12 Education in Manitoba. It also includes suggestions for how school leaders and educators can work together to achieve a sustainable future. Please share this information with your teachers and encourage them to visit the website.
Referred Superintendent's Office.
- e) Darryl Gervais, Director, Instruction, Curriculum and Assessment Branch, Manitoba Education, September, 2013, noting Manitoba Education is pleased to release the document entitled *Evaluating Non-Manitoba Education Course Completions for Senior Year Credits: A Guide for School Administrators*. This document replaces *Evaluation Out-of-Province Course Completions for Senior Years Credits: A Guide for School Administrators*, which was released in 2007. The newly revised document is intended to assist school principals in

evaluating non-Manitoba Education course offerings for Manitoba Senior Years credits. It takes into account the changes that were made to the course codes to facilitate the recording of credits on the graduation chart of the provincial report card. The document outlines considerations, procedures, and resources to assist school administrators in making decisions about the educational credentials and appropriate placement of students who transfer to the Manitoba school system from another jurisdiction within or outside Canada, from a non-funded independent school in Manitoba, or from home schooling. The document will be available on the Manitoba Education website.

Referred Superintendent's Office.

3.03 Announcements

- a) Education Committee Meeting – 11:30 a.m., Tuesday, September 24, 2013, Board Room.
- b) Personnel Committee Meeting – 11:30 a.m., Monday, September 30, 2013, Board Room.
- c) Divisional Futures & Community Relations Committee Meeting – 2:30 p.m., Wednesday, October 2, 2013, Board Room.
- d) Facilities and Transportation Committee Meeting – 11:30 a.m., Thursday, October 3, 2013, Board Room.
- e) Joint City Council/Brandon School Division Meeting – 6:00 p.m., Wednesday, October 9, 2013, McLaren Room.
- f) NEXT REGULAR BOARD MEETING – 7:00 p.m., Tuesday, October 15, 2013, Board Room.

Mr. Sumner – Mr. Bartlette

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) A report was tabled with the Board of Trustees as Confidential #4 regarding a student matter.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report was noted.
- b) Trustee Bowslaugh inquired about a personnel item.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- a) Confidential #2 and #3 regarding a Board Operations matter was discussed. Direction was provided to Senior Administration.
- b) Discussions were held regarding the upcoming Joint Meeting with the City of Brandon.

- Trustee Inquiries

Mr. Murray – Mr. Bartlette

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

Carried.

5.00 ADJOURNMENT

Mr. Sumner – Mr. Karnes

That the meeting does now adjourn (9:37 p.m.)

Carried.

Chairperson

Acting Secretary-Treasurer