



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, APRIL 28, 2014.

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.

Mr. D. Labossiere, Secretary-Treasurer, 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, Ms. E. Jamora Ms. B. Switzer, Director of Human Resources.

The Chairperson called the meeting to order at 7:04 p.m. He welcomed everyone in attendance.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

The Secretary-Treasurer noted he had two motions to bring forward as late items from the Finance Committee meeting which was held earlier in the day.

The Superintendent confirmed she had one personnel item for In-Camera discussions.

The Chairperson noted he would be bringing forth one item under In-Camera discussions.

Dr. Ross – Mr. Bartlette
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 April 14, 2014 were circulated.

Mr. Kruck – Mr. Snelling
That the Minutes be approved as circulated.
Carried.

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

The Chairperson recognized the following students for their accomplishments:

- École secondaire Neelin High School:
 - o Levi Stark – Silver medal – GIS – Skills Competition;
- Crocus Plains Regional Secondary High School:
 - o Kevin Disterhoft – Gold medal – Welding – Skills Competition;
 - o Hector Robinson – Gold medal – Electronics – Skills Competition;
 - o Tyler Schellenberg – Silver medal – Welding – Skills Competition;
 - o Doug Wilkinson – Bronze medal – Auto CAD 2D – Skills Competition;
 - o Kyra Forest – Bronze medal – Baking – Skills Competition;
 - o Ted Kim - Bronze medal – Baking – Skills Competition.
- George Fitton School:
 - o Yeabera Gonete - \$1,200 scholarship from Career Trek.
- Vincent Massey High School:
 - o Amber Donnelly – Gene Researcher for a Week Program.

The Chairperson spoke with each student about the accomplishment for which they were being honoured. Amber Donnelly provided the Board of Trustees with a brief presentation regarding her participation in the Gene Researcher for a Week Program at the University of Alberta.

2.02 Reports of Committees

a) Facilities & Transportation Committee Meeting

The written report of the Facilities & Transportation Committee meeting held on April 10, 2014 was circulated.

Trustees requested clarification regarding boundaries and the refillable water stations.

Mr. Karnes – Mr. Snelling

That the Minutes be received and filed.

Carried.

b) Personnel Committee Meeting

The written report of the Personnel Committee meeting held on April 14, 2014 was circulated.

Dr. Ross – Mr. Murray

That the Minutes be received and filed.

Carried.

c) Divisional Futures and Community Relations Committee Meeting

The written report of the Divisional Futures and Community Relations Committee meeting held on April 16, 2014 was circulated.

Mrs. Bowslaugh – Mr. Kruck

That the Minutes be received and filed.

Carried.

The Board directed the Secretary-Treasurer to follow-up with the Revenue Canada Agency regarding the use of the Friends of Education fund by the City of Brandon to help fund the Mobile Environmental Unit as noted in the Minutes of the Divisional Futures and Community Relations Committee and provide a report to the Board in due course.

d) Other

2.03 Delegations and Petitions

2.04 Communications for Action

NIL

2.05 Business Arising

- From Previous Delegation

- a) The presentation by Michelle Hood, Parent Council Representative, Valleyview Centennial School, regarding concerns about the Valleyview Centennial School Playground and request for a guarantee of funding for banking purposes was discussed. Trustee Kruck asked the Secretary-Treasurer if he had heard back from the City of Brandon regarding their position with respect to providing a guarantee of funding. Mr. Labossiere noted he had received an email from Mr. Dean Hammond of the City of Brandon, noting the City does not guarantee third party funding and that their obligation is to the Brandon School Division only. Trustee Bowslaugh noted she had attended at Valleyview School and spoke directly to the school principal asking about the funds the Parent Council has currently raised and noting that amount for Trustees.

The Chairperson requested Trustees provide him with their position on whether or not they support issuing a guarantee of funding for banking purposes for the Valleyview Parent Council. Trustees spoke to the matter, noting the advice of the Division solicitor and the advice of the Secretary-Treasurer that the Division should not be using taxpayer funds to provide a loan guarantee. With the exception of Trustee Kruck, who declined to provide his position, the Board unanimously agreed, with regret, to decline the request for a guarantee.

It was the will of the Board that the Secretary-Treasurer and the Board Chairperson would draft a letter of support for the Valleyview Centennial School Playground noting the Division's multi-year planning and that the Valleyview Playground was scheduled to receive funds in the 2015-2016 school year depending on budget deliberations. It was agreed the solicitor would be asked to review the letter once it has been drafted. It was further noted that the Facilities and Transportation Committee would request a report from the Director of Facilities and Transportation at the next Committee meeting, regarding the state of the current playground and what, if anything, can be done to repair the playground structure.

The Chairperson thanked the Parent Council for pursuing this matter and putting the interest of not only their own children, but all children in the school, first.

- From Board Agenda**- MSBA issues (last meeting of the month)**

- a) The correspondence from Mr. Floyd Martens, read as Communications for Action 2.04b) at the Regular Meeting of the Board of Trustees held April 14, 2014 and requesting discussion and response regarding the brief included in the communication was referred to motions.

- From Report of Senior Administration

- a) School Reports – NIL
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report
 - Brandon Clinic Medical Corporation Scholarship – Referred Motions.
 - Gracie Daniels Bursary/Award – Referred Motions.
 - Crocus Plains Regional Secondary School Off-Site Activity Request – Design Drafting – Referred Motions.
 - Crocus Plains Regional Secondary School Off-Site Activity Request – Skills Competition – Referred Motions.

The Secretary-Treasurer spoke to the two scholarship agreements which were being brought forth in the Report of Senior Administration.

2.06 Public Inquiries (max. 15 minutes)**2.07 Motions**

36/2014 Mr. Bartlette – Mrs. Bowslaugh

That the Agreement to establish three scholarships, to be awarded annually to one Grade 12 Graduating Student from each of the three high schools, in the amount of \$2,000 each, and to be known as the “Brandon Clinic Medical Corporation Scholarship” 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.

The Committee directed the Secretary-Treasurer to forward a thank-you letter of behalf of the Board of Trustees to the Brandon Clinic Medical Corporation.

37/2014 Mrs. Bowslaugh – Mr. Bartlette

That the Agreement to establish an award to be known as the “Gracie Daniels Bursary/Award” in memory of Roberta “Gracie” Daniels, a former student of the Brandon School Division in the amount of \$6,000 to be distributed annually to eleven (11) students graduating from the Neelin High School Off-Campus Program 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.

The Committee directed the Secretary-Treasurer to forward a thank-you letter on behalf of the Board of Trustees to Mr. Dourado.

38/2014 Mr. Murray – Mr. Karnes

That the trip involving twenty (20) male and five (5) female Design Drafting students, from Crocus Plains Regional Secondary School to make a trip to Spain/France from March 25, 2015 to April 5, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Mr. Snelling asked Senior Administration how matters are handled at the school level should a participant not be able to meet the monthly financial obligations. Dr. Michaels confirmed it is handled at the school level with the family and reiterated that no student would be left behind.

Carried.

39/2014 Mr. Karnes – Dr. Ross

That the trip involving two (2) male Skills Competition students, from Crocus Plains Regional Secondary School to make a trip to Toronto, Ontario from June 3, 2014 to June 7, 2014 to be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Bowslaugh asked if, as there were only two male students on this trip, was a female chaperone still required. Dr. Michaels confirmed that given the Board's direction and as per amended Policy 4001 – a male and female chaperone will be in attendance regardless the number of students and gender of students participating.

Carried.

40/2014 Mr. Snelling – Mr. Karnes

That the catchment area for Riverheights School Grades 7 and 8 students be extended from its current boundary east from McDiarmid Drive to the west side of 26th Street with the southern boundary to be extended east on Victoria Avenue to 26th Street and the northern boundary to be extended to the CPR train tracks which shall include Westaway Bay, Pacific Avenue and the associated Bays from 34th Street to 26th Street.

Trustees agreed to a friendly amendment to change the motion from “extended west on Victoria” to read “extended east on Victoria”.

Carried.

41/2014 Dr. Ross – Mr. Bartlette

Be it resolved that, the Board of Trustees has reviewed the Manitoba School Boards Association brief regarding a possible governance restructuring of the Association and wishes to provide the following statements of belief:

- That the Association maintain the status quo with respect to the size of the Executive of the association;
- That there be no changes to the number Regions;
- That student population is the right basis for determining representation in the Association; and
- That the term limits be set at three years for all Executive members.

Trustees agreed to a friendly amendment to add the word “number” before the word “Regions”.

Carried.

42/2014 Mr. Sumner – Mrs. Bowslaugh

That the Tender for School Furniture for 2014-2015, based on the unit tender prices stated and in the approximate total amounts (applicable taxes extra), be accepted:

Allmar	\$4,562.00
Cdn Education	\$8,438.10
Accent	\$20,112.50
Christies	\$585.22
Supreme	\$3,383.23
School Specialty	\$10,400.32
Global Industrial	\$2,371.00

Carried.

43/2014 Mr. Sumner – Mrs. Bowslaugh

That the Janitorial Services Contract between the Brandon School Division and JCI Johnson's Commercial & Industrial services at Vincent Massey High School be extended for the 2014/2015 and 2015/2016 School Years in the following amounts (all taxes included):

<u>2014/2015</u>	<u>2015/2016</u>	<u>Total</u>
\$180,775	\$189,343	\$370,118

2.08 Bylaws

NIL

2.09 Giving of Notice

Mr. Bartlette

I hereby give notice that at the next regular meeting of the Board of Trustees, I, or someone in my stead, will introduce By-law 1/2014 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, 2014 to June 30, 2015.

2.10 Trustee Inquiries

- a) Trustee Kruck requested clarification regarding class structure and allocation based on grade performance for Lifeskills students. Superintendent, Dr. Michaels provided a detailed response regarding sheltered classrooms and integration. She also spoke about the difficulty of accurately assessing grade level and the importance of students being included with their social/peer groups.
- b) Trustee Bowslaugh inquired about whether or not the Division continued to provide scoliosis screening for students. She noted this had been raised at the recently held Pre-School Wellness Event and provided the Superintendent with the name of a person who would be willing to conduct such screening for the Division.

3.00 ADMINISTRATIVE INFORMATION:**3.01 Report of Senior Administration**

The Superintendent highlighted the following items from the Report of Senior Administration:

- Quality Learning at Kirkcaldy Heights;
- Quality Teaching at Betty Gibson;

- Quality Support Services at New Era
- Suspensions
- EAL Report
- Principal Prep

Dr. Michaels also spoke to the Cultural Proficiency Video which had been prepared for the Division. She noted this item would be brought forward as a presentation to Trustees in due course.

Dr. Michaels concluded her report noting the teacher staffing allocation sessions were going well despite the short staffed challenges faced in the Human Resources Department.

Trustee Snelling inquired about future plans to reduce staffing in the area of EAL as the EAL enrollment changed.

Trustee Bowslaugh suggested the Divisional Futures and Community Relations Committee meet with representatives of Maple Leaf to receive a status update. The Board agreed to the Committee pursuing this meeting.

Mr. Murray – Mr. Snelling

That the April 28, 2014 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Thank-you note from the Brandon Career Symposium, undated, for the Division's participation in helping to make this event a success. They look forward to working together again next year.

Ordered Filed.

- b) Amber Donnelly, April 7, 2014, thanking the Board for supporting her participation in the Gene Researcher for a Week Program. She notes working in Dr. Hughes' lab at the University of Alberta was an incredible experience. She had the chance to learn about the biological basis of the disease that the lab is working to cure and was able to perform many procedures within the lab which contributed to their research. On her first days back at school she will be presenting to her biology class to inform them of the program and share with them what she learned.

Ordered Filed.

- c) Floyd Martens, President, Manitoba School Boards Association, April 11, 2014, addressed to The Honourable Jon Gerrard, Member of the Legislative Assembly, requesting the opportunity to meet with him to discuss educational issues of importance to Manitoba school boards and the citizens of Manitoba.

Ordered Filed.

- d) Floyd Martens, President, Manitoba School Boards Association, April 11, 2014, addressed to The Honourable Brian Pallister, Leader of the PC Manitoba Caucus, requesting the opportunity to meet with him to discuss educational issues of importance to Manitoba school boards and the citizens of Manitoba.

Ordered Filed.

- e) Floyd Martens, President, Manitoba School Boards Association, April 11, 2014, addressed to The Honourable James Allum, Minister of Education and Advanced Learning, regarding the resolutions passed at the 2014 MSBA annual general meeting held March 14, 2014. He notes two major concerns emerged as most pressing for Manitoba's public school boards. The first of these is in the area of student mental health and the second area is that of provincial taxation policies which have the effect of eroding school board access to local education property tax revenues and redirecting these dollars to other entities for non-educational purposes. They invite the Minister to provide a written response to the enclosed resolutions, as well as attend a meeting with the association's provincial Executive at its regular meeting on June 2, 2014 to discuss the resolutions and explore any other matters the Minister may wish to bring to the attention of the association.

Ordered Filed.

- f) Darryl Gervais, Director, Instruction, Curriculum and Assessment Branch, Manitoba Education and Advanced Learning, April, 2014, presenting the document *Education for Sustainable Development: Kindergarten to Grade 4 Poster Activities*. This resource is linked to the "A Declaration for Sustainable Living" poster that was created to inspire Kindergarten to Grade 4 teachers and students in Manitoba classrooms to learn about and take action related to sustainable development. The poster was designed around the central declaration "The Earth is Our Home" and includes images of various activities related to sustainable living. This resource can be found online at www.edu.gov.mb.ca/k12/esd

Referred to Office of Superintendent.

3.03 Announcements

- a) Education Committee Meeting, 11:30 a.m., Monday, May 5, 2014, Board Room.
- b) Facilities and Transportation Committee Meeting, 11:30 a.m., Wednesday, May 7, 2014, Board Room.
- c) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, May 12, 2014, Board Room.

Mr. Kruck - Mrs. Bowslaugh

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) The Superintendent provided follow-up information for the Board of Trustees regarding student programming, which had been raised previously by Trustees.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report was noted.
- b) Confidential #2 regarding a Personnel Matter was received as information.
- c) The Superintendent provided the Board with an update on a Personnel Matter.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- a) Trustee Sefton discussed the importance of Trustees adhering to governance roles only.

- Trustee Inquiries

Mr. Murray – Mr. Sumner

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

Carried.

5.00 ADJOURNMENT

Mr. Murray – Mr. Sumner

That the meeting does now adjourn (10:00 p.m.)

Carried.

Chairperson

Secretary-Treasurer