



# BRANDON SCHOOL DIVISION

## Personnel Committee Minutes

Tuesday, April 19, 2016 – 10:00 a.m.  
Boardroom, Administration Office

Present: J. Murray (Chair), S. Bambridge.  
D. Labossiere, B. Switzer.

Regrets: L. Ross, M. Gustafson.

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### 1. **CALL TO ORDER**

The Personnel Committee Meeting was called to order at 10:15 a.m.

### 2. **APPROVAL OF AGENDA**

The agenda was approved as circulated.

### 3. **REVIEW OF COMMITTEE MINUTES**

The Committee Minutes of February 18, 2016 were received as information.

### 4. **COMMITTEE GOVERNANCE GOAL ITEMS**

#### **A) Home School Liaison – Position Description**

The Home School Liaison position and responsibilities was discussed by the Committee. The Committee was advised that Senior Administration is currently working with School Administrators to clarify the responsibilities and expectations of the Home School Liaisons.

#### **B) Policy Procedures #4049 (C) – Protocol for cases of Fifth Disease (Erythema Infectiosum)**

Ms. Becky Switzer, Director of Human Resources, spoke to the protocol when dealing with Fifth Disease and answered Trustee questions. The current guidelines used for nursing mothers and pregnant employees are incorporated into the new Policy Procedures. Employees who are receiving chemo therapy treatments have also been added to the new Policy Procedures.

It was agreed to refer this matter to the Policy Review Committee.

### 5. **OTHER COMMITTEE GOVERNANCE MATTERS**

#### **A) Sub Committee Reports**

The Committee reviewed the Support Personnel Labour/Management Committee meeting minutes from November 12, 2015 and March 3, 2016. Trustees asked questions for clarification.

**6. OPERATIONS INFORMATION**

The Committee received as information the following:

- MSBA Collective Bargaining Update:
  - April 8, 2016
- MSBA – CPI, Unemployment Rate, Regional Trends update.
- MSBA Salary Bulletins regarding:
  - Beautiful Plains School Division (Teachers)
  - Garden Valley School Division (Teachers)
  - Park West School Division (CUPE)
  - Prairie Rose School Division (Teachers)
  - Sunrise School Division (Teachers)
  - Turtle River School Division (Teachers)

**7. NEXT SCHEDULED COMMITTEE MEETING: Tuesday, May 17, 2016, 10:00 a.m., Boardroom.**

The meeting adjourned at 11:03 a.m.

Respectfully submitted,

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J. Murray, Chairperson

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L. Ross

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S. Bambridge

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G. Kruck (Alternate)