



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, JUNE 8, 2015.

PRESENT:

Mr. M. Sefton, Chairperson, Mr. K. Sumner, Vice Chairperson, Ms. S. Bambridge, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck, Mr. J. Murray, Dr. L. Ross.

Mr. D. Labossiere, Secretary-Treasurer, Ms. B. Sangster, Recording Secretary, Ms. T. Curtis, Live Streaming Video Operator.

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

The Chairperson called the meeting to order at 7:00 p.m. He welcomed everyone in attendance and those viewing the proceedings online.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

The Superintendent noted she had one item for In-Camera.

Trustee Sefton noted he had two items for In-Camera.

Mr. Kruck – Mr. Bartlette

That the agenda be approved as amended.

Carried.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Board Meeting held May 25, 2015 were circulated.

Trustee Kruck asked for clarification on one item from the Minutes regarding the refuse left behind on Division school grounds after soccer games by Brandon Youth Soccer League.

Ms. Bambridge – Mrs. Bowslaugh
That the Minutes be approved.

Carried

- b) The Minutes of the Special Board Meeting held May 27, 2015 were circulated.

Mr. Murray – Mr. Bartlette
That the Minutes be approved.

Carried

- c) Trustee Sefton gave a verbal report on the Brandon School Division Long Service Employee Recognition held on Thursday, May 28, 2015.

2.00 GOVERNANCE MATTERS:**2.01 Presentations For Information****2.01 Reports of Committees**

- a) Workplace Safety and Health Committee Meeting

The written report of the Workplace Safety and Health Committee meeting held on May 12, 2015 was circulated.

Mr. Sefton – Mr. Kruck
That the Minutes be received and filed.

Carried.

- b) Policy Review Committee Meeting

The written report of the Policy Review Committee meeting held May 26, 2015 was circulated.

Trustee Sumner asked questions for clarification regarding the École Harrison Kindergarten Registration Public Consultation.

Trustee Kruck asked questions for clarification regarding the Scent/Fragrance Free Policy.

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

Carried.**2.02 Delegations and Petitions****2.04 Communications for Action**

- a) Barb Gribben, Secretary, CUPE Local 737, May 20, 2015, addressed to Mr. Denis Labossiere, Secretary-Treasurer, requesting permission for Jamie Rose, School Bus Driver/Utility Worker – Maintenance/Transportation to be absent two days per week from his workplace starting September, 2015 to June, 2016. As President of CUPE Local 737, Mr. Rose will be conducting union business on the days he is booked off. CUPE Local 737 will reimburse the Division for loss of wages, benefits, etc. (Appendix 'A')

Trustee Bartlette asked questions for clarification regarding job coverage while Mr. Rose is away. The Secretary-Treasurer responded that there is someone hired for the two days a week that Mr. Rose is away on CUPE business.

Refer Motions.

- b) Alison Johnston, President, Brandon Teachers' Association, May 29, 2015, addressed to Dr. D. Michaels, Superintendent, confirming that Alison Johnston has been acclaimed as the President of the Brandon Teachers' Association(BTA) for the term beginning July 1, 2015 to June 30, 2016. The BTA formally requests that Ms. Johnston be seconded full-time, with salary and benefits to be paid by the Association. (Appendix 'B')

Refer 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 - NIL

- b) Items from Senior Administration Report –

- École secondaire Neelin High School Off-Site Activity Request (Vermillion, SD) – Refer Motions.
- Crocus Plains Regional Secondary School Off-Site Activity Request (Halifax, Nova Scotia) – Refer Motions.
- École secondaire Neelin High School Off-Site Activity Request (Halifax, Nova Scotia) – Refer Motions.
- Vincent Massey High School Off-Site Activity Request (Halifax, Nova Scotia) – Refer Motions.
- Assiniboine Community College Comprehensive Health Care Aide Program – Memorandum of Understanding – Refer Motions.

2.06 Public Inquiries (max. 15 minutes)

2.07 Motions

73/2015 Mr. Kruck – Mr. Buri

That the request of CUPE Local 737, that the President of the Association for the 2015/2016 school year, Mr. Jamie Rose, be seconded from the Division for two days per week starting September, 2015 to June 2016, subject to the Division being reimbursed by the Association for all salary and benefit costs for the period of the secondment.

Carried.

74/2015 Mr. Buri – Mr. Kruck

That the request of the Brandon Teachers' Association, that the President of the Association for the 2015/2016 school year, Ms. Alison Johnston, be seconded from the Division on a full-time basis be approved, subject to the Division being reimbursed by the Association for all salary and benefit costs for the period of the secondment, to the details of the release time being agreed upon between the Superintendent, the affected school

principal, and Ms. Johnston, and that upon the return of the teacher to the Division, the teacher shall be reinstated in the same or comparable position. Carried.

75/2015 Ms. Bambridge – Mr Buri

That the trip involving sixteen grades 9 - 12 football students, from École secondaire Neelin High School to make a trip to Vermillion, SD from July 10 - 13, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Kruck asked questions regarding whether there are closer football camps for these players to attend. Mr. Malazdrewicz, Assistant Superintendent, responded that this is a very positive opportunity for the players and they do not attend many away events.

Trustees asked questions for clarification.

Carried.

76/2015 Dr. Ross – Mr. Sumner

That the trip involving three grades 10 – 12 students, from Crocus Plains Regional Secondary School to make a trip to Halifax, Nova Scotia from September 21 – 27, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustees asked questions for clarification.

Carried.

77/2015 Mr. Bartlette – Dr. Ross

That the trip involving two grades 10 – 12 students, from École secondaire Neelin High School to make a trip to Halifax, Nova Scotia from September 20 – 27, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Sumner had questions regarding the source of funding for this trip. He noted that he was disappointed that no information came to the Board regarding this. Mr. Malazdrewicz responded that he will request the information from the school.

Carried.

78/2015 Dr. Ross – Mrs. Bowslaugh

That the trip involving two grade 12 students, from Vincent Massey High School to make a trip to Halifax, Nova Scotia from September 22 – 27, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried.

Trustee Kruck noted concern that in some situations, students are putting up the money for these activities and in other situations the Board is supporting the activity. He personally would like to have support for all students taking part in this activity so that they would all receive the same amounts. Mr. Labossiere stated he just received notice that Vincent Massey High School has also requested financial assistance for this activity which would be brought to the next Board Meeting. Trustee Kruck encourages Crocus Plains Regional Secondary School to submit a similar request.

Dr. Michaels noted that this item has been discussed over the years and suggested it be referred to a Committee for further discussion. The schools don't necessarily know the money is available through Board Motion.

Trustees asked questions for clarification regarding the money available and whether this matter should be referred to Senior Administration. The Board agreed that the matter should be referred to Senior Administration.

79/2015 Mr. Sumner – Dr. Ross

That the Memorandum of Understanding (MOU) between the Brandon School Division and Assiniboine Community College (ACC) to facilitate the delivery of ACC's Comprehensive Health Care Aide (CHCA) program at Crocus Plains Regional Secondary School (CPRSS) for the 2015-2016 Academic/School year be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Carried.

2.08 Bylaws

Mr. Sumner - Dr. Ross

2nd Reading

That By-law 5/2015 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, 2015 to June 30, 2016 having been first read on May 25, 2015.

Carried.

THE BRANDON SCHOOL DIVISION

BYLAW NO. 5/2015

A Bylaw of the Board of Trustees of The Brandon School Division in Manitoba, providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2015 to June 30, 2016.

WHEREAS the estimates of the said School Division for the above-mentioned fiscal period have been made and the budget of the Division for the fiscal year of July 1, 2015 to June 30, 2016 was the sum of **NINETY-THREE MILLION, EIGHT HUNDRED AND THIRTY-NINE THOUSAND, SEVEN HUNDRED (\$93,839.700) DOLLARS.**

AND WHEREAS the Board of Trustees of the said School Division have not yet received any moneys on account of School Taxes for the year 2015/2016 from Municipalities nor any moneys from the Provincial Government by way of grant for the year 2015/2016 SAVE THE SUM OF *nil* Dollars (\$ --) from MUNICIPALITIES and THE SUM OF *nil* Dollars (\$ --) from the PROVINCIAL GOVERNMENT.

AND WHEREAS no moneys have been previously borrowed to meet the expenditures of the 2015/2016 fiscal period SAVE AS SET OUT IN THE FOLLOWING SCHEDULE, THAT IS TO SAY: Nothing previously borrowed.

AND WHEREAS the amount (if any) heretobefore borrowed and the amount hereby authorized to be borrowed do not exceed the amount of the said estimate after deducting therefrom such sums (if any) as have been paid over by Municipalities or by the Provincial Government on account of the amount required for July 1, 2015 to June 30, 2016 expenses of the School Division.

NOW THEREFORE the Board of Trustees of The Brandon School Division, in session assembled enacts as follows:

(1) THAT the Board of Trustees of the said School Division do borrow up to the sum **TWENTY MILLION (\$20,000,000) DOLLARS** from THE CANADIAN IMPERIAL BANK OF

COMMERCE upon the credit of the said School Division, and do pay or agree to pay interest thereon either in advance or at maturity, and in either case after maturity, at the rate of PRIME less 0.6 per centum per annum.

(2) THAT the said borrowing may be by means of (a) an overdraft on the account of the School Division with the Bank by cheques signed by the Chairperson or Vice-Chairperson & Secretary-Treasurer or Assistant Secretary-Treasurer of the said School Division, or (b) a promissory note or notes of the said School Division, such note or notes to be attested by the signatures of the Chairperson and Secretary-Treasurer of the said School Division.

(3) THAT the amount so borrowed shall be a first charge upon any moneys to be received by the Board of Trustees on account of the estimate for July 1, 2015 to June 30, 2016 for the purposes of the said School Division whether from the Municipality or from the Provincial Government or from any other source and as the same are received the said School Division shall deposit them with the said Bank for payment of the amount so borrowed with interest thereon but the said Bank shall not be restricted thereto for payment of the sum or sums so borrowed nor shall it be bound to wait for repayment of the moneys so borrowed until the Municipality or the Provincial Government has discharged its obligation to the School Division nor be obliged to see that moneys paid to the School Division are deposited or applied as aforesaid

(4) THAT this Bylaw shall extend to and cover borrowings by the said Board of Trustees for the period commencing the 1st day of July, 2015, and to the extent necessary, this Bylaw shall have retroactive effect so as to be deemed in full force and effect at the commencement of said term.

(5) THAT nothing herein contained shall waive, prejudicially affect or exclude any right, power, benefit or security by statute, common law or otherwise given to or implied in favor of the said Bank.

GIVEN FIRST READING by the said Board of Trustees of The Brandon School Division, assembled at Brandon, in the Province of Manitoba, this _____ day of _____ A.D. 2015.

SECOND READING: _____ day of _____ A.D. 2015.

THIRD READING: _____ day of _____ A.D. 2015.

Chairperson

Secretary-Treasurer

I, Denis Labossiere, Secretary-Treasurer of The Brandon School Division DO HEREBY CERTIFY the above to be a true copy of Bylaw No. 5/2015.

Secretary-Treasurer

Mrs. Bowslaugh
1st Reading:

That By-law 6/2015 being a borrowing by-law in the amount of \$684,200.00 upon the credit of the Division by the issue and sale of a debenture to meet partial costs for construction of:

<u>School</u>	<u>Project</u>
Crocus Plains Regional Secondary	Science Lab Renovation
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium
Harrison School	Roof Replacement of Area A1
Meadows School	Elevator
Meadows School	Three Classroom & Elevator Access Addition
Neelin High School	Roof Replacement of Area G1
Vincent Massey High School	Roof Replacement of Areas D & G
Waverly Park School	Two Classroom Addition

be now read for the first time.

THE BRANDON SCHOOL DIVISION

BYLAW NO. 6/2015

Bylaw of the Board of Trustees of The Brandon School Division for the purpose of borrowing the sum of \$684,200.00 and issuing debentures therefor.

WHEREAS it is deemed necessary and expedient to raise by loan the sum of \$684,200.00 upon the credit of the Division by the issue and sale of debentures to meet partial costs for construction of the following:

<u>School</u>	<u>Project</u>
Crocus Plains Regional Secondary	Science Lab Renovation
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium
Harrison School	Roof Replacement of Area A1
Meadows School	Elevator
Meadows School	Three Classroom & Elevator Access Addition
Neelin High School	Roof Replacement of Area G1
Vincent Massey High School	Roof Replacement of Areas D & G
Waverly Park School	Two Classroom Addition

NOW THEREFORE, pursuant to the provisions of The Public Schools Act, the Board of Trustees of The Brandon School Division, duly assembled, enacts as follows:

- 1) That it shall be lawful for the said School Trustees to borrow the sum of \$684,200.00 by the issue and sale of debentures of the said School Division as set out below.
- 2) That the said debentures shall be issued at Brandon, Manitoba and shall be dated the 30th day of June, 2015 and shall be payable to the Registered Holder at the Office of the Minister of Finance, Winnipeg, Manitoba as follows: the debenture shall be so issued that the amount thereby borrowed shall be repayable in twenty (20) equalized consecutive annual installments of \$47,598.16 each,

including principal and interest at the rate of 3.375 per cent per annum, payable annually on the 30th day of June as per Schedule "A" attached.

- 3) That the first installment shall be payable on the 30th day of June, 2016.
- 4) That each debenture shall be signed by the Chairperson of the Board and the Secretary-Treasurer of the said School Division and the coupons, if any, attached thereto, shall be signed by the Secretary-Treasurer, whose signature may be lithographed thereon.
- 5) That provisions shall be made for the payment of the said debentures, and such provision shall form part of, and be included in, the annual statements of monies required for the purpose of the School Division.

GIVEN FIRST READING by the said Board of Trustees of The Brandon School Division assembled at Brandon, in the Province of Manitoba, this _____ day of _____ A.D., 2015.

SECOND READING: _____

THIRD READING: _____

Chairperson

Secretary-Treasurer

CERTIFIED a true copy of Bylaw
No. 6/2015 of The Brandon School Division
given first reading on the _____ day of
_____ A.D. 2015.

Secretary-Treasurer

2.09 Giving of Notice

2.10 Trustee Inquiries

Trustee Bartlette asked for an update regarding the moving of the fence at Earl Oxford School. Mr. Labossiere indicated that the Facilities and Transportation Committee has not met since the matter was referred back to the Committee, but that the Director of Facilities will be bringing further information to the next Committee meeting on June 22, 2015.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Dr. Michaels, Superintendent, reviewed the Report of Senior Administration from June 8, 2015 and highlighted the following items:

- Academic Preparedness – Riverheights School
- Global Citizenship – Alexander School
 - Freeze Frame
 - TTFM Survey Results
- Health and Wellbeing – King George School
- Divisional Initiatives:
 - Academic Preparedness – Local Marking Training Session
 - Principal Leadership

- Health and Wellbeing – Brandon Healthy Families Team
- Administration and Statistical Information

Trustee Bowslaugh asked questions for clarification regarding Buddy Benches. Trustee Bartlette asked questions for clarification regarding growth/progress of students at Riverheights School.

Mr. Sumner – Mr. Kruck

That the June 8, 2015 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Alison Johnston, President, Brandon Teachers' Association, May 27, 2015, addressed to Dr. Michaels, Superintendent, providing an updated listing of the officers of the Brandon Teachers' Association for the term beginning July 1, 2015 and continuing to June 30, 2016 as follows:

Alison Johnston	President
Glen Simard	Vice-President
Cale Dunbar	Treasurer
Peter Buehler	Secretary
Tammy Tutkaluk	Member-at-Large

The Chairs of Standing Committees of the Association are also provided.

Ordered filed.

Trustee Bowslaugh asked questions for clarification.

3.03 Announcements

- a) Personnel Committee Meeting – 10:00 a.m., Thursday, June 11, 2015, Boardroom.
- b) Education Committee Meeting – 1:30 p.m., Thursday, June 11, 2015, Boardroom.
- c) Board/BTA Teacher Liaison Committee Meeting – 4:15 p.m., Monday, June 15, 2015, Boardroom.
- d) Finance Committee Meeting – 10:30 a.m., Thursday, June 18, 2015, Boardroom.
- e) Friends of Education Fund Committee Meeting – 12:00 p.m., Thursday, June 18, 2015, Conference Room.
- f) Brandon School Division Long Service Retirement Dinner, 6:00 p.m., Thursday, June 18, 2015, Victoria Inn.
- g) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, June 22, 2015, Boardroom.

Mrs. Bambridge – Mr. Murray

That the Board do now resolve into Committee of the Whole In Camera. (7:59 p.m.)

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 presented.
- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports
- Trustee Inquiries

4.04 Board Operations

- Reports
 - a) Dr. Michaels provided a report on a Board Operations matter.
 - b) Trustee Sefton discussed two (2) Board Operations Matters.
- Trustee Inquiries

Mr. Buri - Mr. Sumner

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

5.00 ADJOURNMENT

Mrs. Bambridge – Mr. Bartlette

That the meeting does now adjourn (8:39 p.m.)
Carried.

Chairperson

Secretary-Treasurer