

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., TUESDAY, OCTOBER 11, 2011.

PRESENT:

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

Secretary-Treasurer, Mr. G. F. Barnes and Recording Secretary, Ms. S. Bailey.

Senior Administration: Dr. D. M. Michaels, Superintendent, Mr. G. Malazdrewicz, Associate Superintendent, Mr. K. Zabowski, Assistant Secretary-Treasurer.

The Chairperson called the meeting to order at 7:00 p.m. and welcomed everyone in attendance to the meeting.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Secretary-Treasurer, Mr. Barnes, noted the Divisional Futures and Community Relations Committee would be providing a verbal report regarding the meeting held earlier today and confirmed information regarding the draft Aboriginal Education School Support Assistant had been placed at Trustees' desks. He also confirmed Trustee Ross would be providing a verbal report In-Camera regarding the Joint Job Evaluation Review Committee work.

Mr. Kruck - Dr. Ross

That the agenda be approved as amended.

Carried.

POINT OF PRIVILEGE:

The Chairperson drew the gallery's attention to the artwork on the Board Room walls which had been provided by children in Uganda through an artwork/pen pal program with students of Neelin High School.

The Chairperson noted the recent passing of teaching staff member Ms. Muriel Lee-Anne Campbell and requested a moment of silence in her honour.

The Chairperson welcomed Mr. Jim Murray back to the Board Room table after his recent leave of absence to participate in the Provincial Elections.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Special Board Meeting held September 26, 2011 were circulated.

Mr. Karnes – Mr. Sumner
That the Minutes be adopted.
Carried.

- b) The Minutes of the Regular Board Meeting held September 26, 2011 were circulated.

Mr. Snelling – Mr. Kruck
That the Minutes be adopted.

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

Trustee Sumner introduced a Student Video Presentation from King George School regarding the April 2011 Citizenship Ceremony which had been held at the school. He noted the video showed a number of the Division's English as an Additional Language students who spoke about why they like living in Canada.

2.02 Reports of Committees

- a) Divisional Futures & Community Relations Committee Minutes

The written report of the Divisional Futures & Community Relations Committee meeting held September 20, 2011 was circulated.

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

Trustee Bowslaugh also spoke to the Divisional Futures & Community Relations Committee meeting held on October 11, 2011. She reviewed the proposed Aboriginal Education School Support Assistant position and asked Trustees to provide her with email feedback regarding the position. Trustees asked questions regarding qualifications required for the position; how the position will fit with the current Native Elder's position; why it was not a teaching position; and how the position will address student achievement. Mrs. Bowslaugh noted the job description and responsibilities was still a work in progress. She confirmed the Committee was meeting with Aboriginal representatives on October 18, 2011 to review the proposed position.

b) Personnel Committee Minutes

The written report of the Personnel Committee meeting held September 26, 2011 was circulated.

Dr. Ross – Mr. Snelling

That the Minutes be received and filed.

Carried.

c) Policy Review Committee Minutes

The written report of the Policy Review Committee meeting held October 4, 2011 was circulated.

Trustee Bowslaugh inquired as to when the Committee would be reviewing the draft tendering policy. Mr. Barnes, Secretary-Treasurer, confirmed the tendering policy would be discussed by the Finance Committee once same had been reviewed by Senior Administration

Mr. Sumner – Mr. Bartlette

That the Minutes be received and filed.

Carried.

d) Other

- Trustee Bowslaugh reported on the Joint Meeting between members of City Council and the Board of Trustees held on September 21, 2011 and the topics discussed.
- Trustee Ross reported on the MSBA/MASS Information Session held on September 30, 2011 and the presentation made by herself and Superintendent, Dr. Michaels at the information session.

2.03 Delegations and Petitions

NIL

2.04 Communications for Action

NIL

2.05 BUSINESS ARISING

- From Previous Delegations

- From Board Agenda

- MSBA issues (last meeting of the month)

- From Report of Senior Administration

- a) School Reports – NIL.
- b) Instructional Reports – Speech Language Team.

Jan Pilling, Donna Wilson, Rene Snowdon, Nadine Fort and Allison Manning, Brandon School Division Speech Language Pathologists, spoke to the Board of Trustees regarding the roles and responsibilities of the Speech Language Team within the Division. They noted how the role and responsibilities of the Speech Language Pathologists has changed over the years as student needs have changed. They reviewed the various associations they belong to as well as the various community groups they are involved with. How the positions are funded; augmentative and assistive technology; Kindergarten screening; school age services; EA intervention and assistance were all highlighted in the presentation. The Chairperson thanked the Speech Language Team for their presentation. Trustees asked questions for clarification.

- c) Items from Report
 - Giving of Notice – Policy 9010 – Referred Motions.
 - Giving of Notice – Policy 9019 – Referred Motions.
 - Giving of Notice – Policy 9055 – Referred Motions.
 - Giving of Notice – Approve Policy & Procedures 4053 – Referred Motions.
 - Christian Heritage School – Referred Motions.
 - Trustee Inquiry – Student Support – G. Kruck.

2.06 Public Inquiries (max. 15 minutes)

NIL

2.07 Motions

- 142/2011 Mr. Karnes – Mr. Kruck
That Policy and Procedures 9010 – “Use of School Buses for School Field Trips” be rescinded and replaced with Policy 9010 – “Use of School Buses for School Field Trips.”

Trustee Bartlette requested a friendly amendment with respect to a grammatical error in the replacement policy.

Carried.

- 143/2011 Mr. Sumner – Mrs. Bowslaugh
That Policy 9019 – “Eligibility for Transportation” be rescinded and replaced with Policy 9019 – “Eligibility for Transportation.”

Trustee Bartlette requested a friendly amendment to change the distance from mileage to kilometers.

Carried.

- 144/2011 Mr. Karnes – Mr. Kruck
That Policy 9055 – “Drivers’ Pay and Expense Reimbursement – Field Trips” be rescinded and replaced with Policy 9055 – “Drivers’ Pay and Expense Reimbursement – Field Trips.”

Clarification was requested with respect to the different rates which are paid to drivers.

Carried.

- 145/2011 Mrs. Bowslaugh – Mr. Bartlette
That Policy and Procedures 4053 – “Literacy Development of Students K-12” is hereby approved.

Carried.

- 146/2011 Dr. Ross – Mr. Bartlette
That the Shared Services Agreement between the Division and Christian Heritage School for the 2011/2012 school year for the provision of transportation services and for use of facilities and resources for Industrial Arts and Home Economics classes be approved, and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division to the Agreement and to all subsequent claims resulting therefrom in compliance with the Public Schools Act and Regulations thereunder.

Carried.

- 147/2011 Mrs. Bowslaugh – Mr. Sumner
That Procedures 4047 – “Nutrition Policy” be amended as follows:

- The words “(to be implemented by September 1, 2008)” be removed in procedures numbers 5, 6 and 7.
- Procedures number 6 be removed and replaced with the following:
“The principal will work with the Parent Councils, staff and students to encourage food related fundraisers to be directed at nutritious, healthy choices”.
- The words “in the fryer” at the end of procedures number 8 be removed.
- The words “Halloween, Valentine’s Day, Easter and Christmas functions” be removed in procedures number 9 and replaced with the words “cultural festivities”.

All Trustees spoke either for or against the proposed changes to the policy with respect to the sale of chocolate bars as a fundraiser by school parent councils.

Trustee Bartlette exited the meeting prior to the vote taking place.

Defeated (2-6 Trustees Bowslaugh, Kruck, Snelling, Sefton, Ross and Murray opposed).

Trustee Bartlette entered the meeting following the vote on Motion 147/2011.

2.08 Bylaws

NIL

2.09 Giving of Notice

Mr. Sumner

I hereby give notice that at the next Regular Meeting of the Board of Trustees, I or someone in my stead will introduce a motion to rescind Policy and Procedures 4048 – “Use of Certified Service Dogs in Brandon School Division” and replace same with Policy and Procedures 4048 – “Use of Certified Service Dogs”.

2.10 Inquiries

- **Trustee Inquiries**

- a) Trustee Sumner, noting the proposed changes to the Nutrition Policy regarding the sale of chocolate bars as a school fundraiser, requested a report from Senior Administration describing how they will work with parent councils who are in contravention of the Division’s Nutrition Policy.

Superintendent, Dr. Michaels, confirmed Senior Administration will make the policy known to all parent councils. Senior Administration will discuss the matter with school administrators outlining the guidelines pertaining to school fundraising. Any contravention to the policy will be brought to her attention.

- b) Trustee Bartlette, referencing Bill 13, asked what discussions have taken place regarding alternate schooling, job placement and/or work experience for those students between the ages of 16 and 18 who are not able to work in the regular classroom setting.

Superintendent, Dr. Michaels, noted there were concerns with respect to third party liability, similar to the concerns which had arisen following the implementation of Grade 11 and 12 physical education and outside groups. She noted a policy piece would be required to address the liability concerns. She confirmed Mr. Malazdrewicz, the Associate Superintendent, was currently chairing a Steering Committee to study this area and bring a report back to Senior Administration in the near future. She also confirmed the increase in off-campus staffing noting a required attendance program was being established on the second floor of the building currently rented for the Neelin High School Off-Campus School. As well, she noted the three high schools have added programming in the schools for students who require greater structure and individualized programming.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Trustee Kruck requested clarification from Senior Administration as to how the funds budgeted to support student participation in Senior High Co-Curricular and extracurricular activities is publicized. Secretary-Treasurer, Mr. Barnes, confirmed funds were made available through the school principals. He noted the revised off-site policy is to confirm the availability of the funds and that the policy is to then be published on the Division's website. Superintendent, Dr. Michaels, stated there is nothing in writing at the moment, but funds were advertised through word of mouth.

Superintendent, Dr. Michaels highlighted the Suspension Report, the EAL Report and the School Enrollment Report for the Board of Trustees. The Secretary-Treasurer distributed information regarding school capacity to be included in discussions regarding the school enrollment.

Trustees asked questions for clarification regarding enrollment numbers; class size and any additional staffing requirements; the population of New Era School and the school's future capacity; as well as capacity issues at other schools.

Superintendent, Dr. Michaels noted she had extra copies of the Division's Strategic Plan and asked Trustees if they had any questions. Discussions were held regarding implementation dates for the Literacy Policy; the need for consistency in how schools show the results they have measured; what other Divisions do in the way of strategic planning. Senior Administration was directed to find out how many other Manitoba School Divisions have a three year Strategic Plan.

Mr. Snelling – Mr. Kruck

That the report be received and filed.

Carried.

3.02 Communications for Information

- a) Fiona Jeffries, Chair, Safe Communities Brandon and Area, September 20, 2011, advising the Division that they have been selected to receive the Safe Communities Brandon and Area Ambassador for Safety 2011 Award, Community Service Partner. This award is to be presented at the annual Safe Communities Day awards presentation on November 8, 2011; invitations to follow.

Ordered Filed.

- b) Kari and Corey Baraniuk, Steph and Devin Bessant, Shawna and Clay Jackson, Lori and Art McComb, September 26, 2011, extending their thanks and gratitude to the Board of Trustees for efforts in allowing their families to remain at Linden Lanes for the 2011-12 school year.

Ordered Filed.

- c) Manitoba Education Research Network (MERN), September 30, 2011, providing a copy of the MERN Journal (Volume 4). The Journal is available for perusal in the office of the Secretary-Treasurer.

Ordered Filed.

3.03 Announcements

- a) Friends of Education Fund Committee Meeting – 11:30 a.m., Wednesday, October 12, 2011, Conference Room.
- b) Facilities/Transportation Committee Meeting – 1:30 p.m., Wednesday, October 12, 2011, Board Room.
- c) Education Committee Meeting – 11:30 a.m., Thursday, October 13, 2011, Board Room.
- d) Finance Committee Meeting/Out of Scope – 4:00 p.m., Thursday, October 13, 2011, Board Room.
- e) Personnel Committee Meeting – 12:00 p.m., Monday, October 17, 2011, Board Room.
- f) Finance Committee Meeting – 1:30 p.m., Monday, October 17, 2011, Board Room.
- g) Finance Committee Meeting/Chamber of Commerce – 4:00 p.m., Monday, October 17, 2011, Board Room.
- h) Divisional Futures & Community Relations Committee Meeting – 7:00 p.m., Tuesday, October 18, 2011, École New Era School.
- i) Workplace Safety & Health Committee Meeting – 1:00 p.m., Wednesday, October 19, 2011, Conference Room.
- j) School Division/Parent/Guardian Advisory Committee Meeting – 7:00 p.m., Wednesday, October 19, 2011, Board Room.
- k) Finance Committee/CUPE Meeting – 4:00 p.m., Thursday October 20, 2011, Board Room.

NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, October 24, 2011, Board Room

Mr. Kruck – 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**

- a) Dr. Michaels, reported on a student expulsion matter.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report was noted.
- b) Trustee Karnes provided an update on the Joint Job Evaluation Review process.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

Mr. Snelling – Mr. Karnes

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

Carried.

IN BOARD

5.00 ADJOURNMENT

Dr. Ross – Mr. Murray

That the meeting do now adjourn (9:20 p.m.)

Carried.

Chairperson

Secretary-Treasurer