



BRANDON SCHOOL DIVISION

June 4, 2014

NOTICE IS HEREBY GIVEN OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES

TO BE HELD MONDAY, JUNE 9, 2014
7:00 P.M.

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere
Secretary-Treasurer

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

1.03 Adoption of Minutes of Previous Meetings

- a) Regular Board Meeting, May 26, 2014.
Adopt.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

- a) École secondaire Neelin High School – Report on Scotland/England trip presentation.

2.02 Reports of Committees

- a) Divisional Futures & Community Relations Committee Minutes P. Bowslaugh
- b) Personnel Committee Minutes L. Ross
- c) Other
 - Brandon School Division Long Service Employee Recognition M. Sefton
 - Brandon Teachers Association Retirement Dinner M. Sefton

2.03 Delegations and Petitions

- a) Kerri Lynn Gudz, Parent, regarding the Canadian Parents for French organization and in particular introducing the local chapter.

2.04 Communications for Action

- a) James Allum, Minister of Education and Advanced Learning, May 29, 2014, announcing \$30 million in new capital funding support for Skill Build Shops (vocational instructional renewal). School divisions are being asked to consider innovative renewal and expansion projects to create more opportunities for young people to get skills training for in-demand jobs in our growing province. Proposals may include both building and equipment projects. Preliminary lists were recently provided to The Public Schools Finance Board (PSFB) and he requests that your school division review these needs and identify projects for further consideration. Please submit your requests to Arlene Dela Cruz at PSFB (Appendix A).

Refer Business Arising.

- b) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, May 21, 2014, announcing Dr. Sherry Peden, Vice President of the Academic & Research department with the University College of the North has extended an invitation to all Superintendents and Trustees that may be interested in taking part in their Aboriginal Education Tour July 6 -12, 2014. This session will provide attendees a wonderful learning and networking opportunity as they explore the boreal forest of northern Manitoba (Appendix B)

Refer MSBA Issues.

2.05 Business Arising

- From Previous Delegation

- From Board Agenda

- a) Correspondence from James Allum, Minister of Education and Advanced Learning, Communications for Action 2.04 a), announcing \$30 million in new capital funding support for Skill Build Shops (vocational instructional renewal).

- MSBA issues (last meeting of the month)

- a) Correspondence from Carolyn Duhamel, Executive Director, Manitoba School Boards Association, announcing Dr. Sherry Peden, Vice President of the Academic & Research department with the University College of the North has extended an invitation to all Superintendents and Trustees that may be interested in taking part in their Aboriginal Education Tour July 6 -12, 2014

- From Report of Senior Administration

- a) School Reports – NIL
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report –
 - May 26, 2014 – Report of Senior Administration – Refer Senior Administration Report
 - Scholarship Agreement - Bob Hamilton Memorial Award – Refer Motions.
 - Recognition of Trade Experience – Refer Motions.
 - Brandon Schools Instrumental Music Association Agreement – Refer Motions.
 - Secondment of the President of the Brandon Teachers' Association – Refer Motions.
 - Vincent Massey High School Off-Site Activity Request – Refer Motions.

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

- 59/2014 That the Agreement to establish an award to be known as the "Bob Hamilton Memorial Award" in memory of Mr. Bob Hamilton, a former teacher in the Brandon School Division, in the amount of \$500.00 to be provided to a graduating Aboriginal student from Crocus Plains Regional Secondary High School who has shown exceptional courage and perseverance when encountered with difficult challenges throughout their high school career, be approved and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.
- 60/2014 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 her a total of 10 (ten) increments for work related experience be recognized for Ms. Cara-Leigh Turchinski.
- 61/2014 That the Agreement between the Brandon Schools Instrumental Music Association (BSIMA) and Brandon School Division (Division) regarding the financial support to be provided by the Division to BSIMA be approved and the Secretary-Treasurer and the Chairperson are hereby authorized to sign same.

62/2014 That the request of the Brandon Teachers' Association, that the President of the Association for the 2014/2015 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.

63/2014 That the trip involving twenty six to thirty (26 – 30) grades 9 - 12 Fine and Performing Arts students, from Vincent Massey High School to make a trip to New York City, NY from May 13 – 18, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

2.08 Bylaws

Third Reading:

That 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 having been read on May 12 & May 26, 2014, be now read for a third and final time and taken as read, is hereby approved.

2.09 Giving of Notice

2.10 Inquiries

- Trustee Inquiries

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Receive and File.

3.02 Communications for Information

- a) Dianne Fox, Acting Executive Assistant, Brandon Teachers Association, May 29, 2014, addressed to Dr. Michaels, Superintendent, and noting the officers of the Brandon Teachers' Association for the term beginning July 1, 2014 and continuing to June 30, 2015 are:

Alison Johnston	President
Glen Simard	Vice-President
Cale Dunbar	Treasurer
Peter Buehler	Secretary
Darren Hardy	Past-President.

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

Receive and File.

3.03 Announcements

- a) Facilities/Transportation Committee Meeting, 11:30 a.m., Thursday, June 12, 2014, Board Room.
- b) Brandon School Division Long Service Retirement Dinner, 6:00 p.m., Thursday, June 12, 2014, Victoria Inn.
- c) Policy Review Committee Meeting, 2:30 p.m., Monday, June 16, 2014, Board Room.
- d) Joint Meeting with City of Brandon, 6:00 p.m., Wednesday, June 18, 2014, Riverbank Discovery Centre.
- e) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, June 23, 2014, Board Room.

4.00 IN CAMERA DISCUSSION

4.01 Student Issues

- Reports

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 - Personnel Report.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

5.00 ADJOURNMENT



**MINISTER
OF EDUCATION AND ADVANCED LEARNING**

Room 168
Legislative Building
Winnipeg, Manitoba, Canada
R3C 0V8

MAY 29 2014

To: Chairs of School Boards

Dear Colleagues:

Re: 2014 – 2015 Public School Vocational Program

The Government of Manitoba is pleased to announce \$30 million in new capital funding support for Skill Build Shops (vocational instructional renewal). School divisions are being asked to consider innovative renewal and expansion projects to create more opportunities for young people to get skills training for in-demand jobs in our growing province. Proposals may include both building and equipment projects.

Preliminary lists were recently provided to The Public Schools Finance Board (PSFB) but I am requesting that your school division review these needs and identify projects for further consideration.

Please submit your requests to Arlene Dela Cruz at PSFB at Arlene.DelaCruz@gov.mb.ca no later than June 30th, 2014.

Sincerely,

James Allum

c. Superintendents of School Divisions

2,04 a)



LEADERSHIP, ADVOCACY AND SERVICE FOR MANITOBA'S PUBLIC SCHOOL BOARDS

May 21, 2014

TO: All Superintendents
All Trustees

FROM: Carolyn Duhamel
Executive Director

RE: Aboriginal Education Study Tour – July 6-12, 2014

Dr. Sherry Peden, Vice President of the Academic & Research department with the University College of the North has extended an invitation to all Superintendents and Trustees that may be interested in taking part in their Aboriginal Education Study Tour July 6 – 12, 2014.

The session will provide attendees a wonderful learning and networking opportunity as they explore the boreal forest of northern Manitoba to further their understanding and knowledge of Aboriginal history, worldviews and culture by engaging participants in variety of experiences that are authentic, land and experience based.

Additional details and specific agenda for the tour are outlined for you in UCN'S attached document. Limited spaces are available. Interested individuals may register with Dr. Peden at speden@ucn.ca.

CD/ak

Enclosure

2,046)



Study Tour – Aboriginal Education for Post Secondary Administrators July 6-12 2014

Co-sponsored by the University College of the North & the University of Manitoba

This study tour, situated in the boreal forest of Northern Manitoba, will help further your understanding and knowledge of Aboriginal history, worldviews and culture by engaging you in a variety of experiences that are authentic, land and experience based. You will be engaged in a five day Aboriginal focused set of activities that will include: hearing a number of prominent Aboriginal people speaking about the role and impact of education, a variety of cultural activities, and opportunities to dialogue with colleagues on the nature of change and the role/importance of creating “allied relationships” between Aboriginal and non-Aboriginal people. Participants will also have the opportunity to take this study tour and do additional scholarly work for a three credit hour course at the 5000 level from the University of Manitoba.

The facilitators, Dr. Sherry Peden, UCN & Dr. Dawn Wallin, U of M, have developed and offered a similar study tour in 2011 and 2013 that was designed for primary and secondary school leaders. Drs. Peden and Wallin demonstrate the nature of an “allied relationship” that is used to improve and adapt educational policies and systems to better meet the needs of the growing number of Aboriginal students at all levels of educational systems in Manitoba.

UCN has supported this initiative by offering up a variety of human and fiscal supports such that participants will be able to live in a camp setting for the duration of this course.

Sunday , July 6 – travel to The Pas via Calm Air or vehicle. Airport shuttle service will be provided. Or, travel by car and enjoy a scenic 6 hour drive from either Winnipeg or Brandon on a paved highway. Plan to arrive by 5 pm for supper, introductions – get settled

July 7, 8, 9, 10, 11– Pipe ceremony will start the study tour then participants will be involved with a variety of speakers & cultural activities from 9-4 daily. Justice Murray Sinclair of Truth and Reconciliation Commission is a confirmed speaker. Early supper at 5 then participants can enjoy a variety of recreational activities such as fishing, hiking, canoeing and, of course, a campfire/local entertainment (fiddling, moose/goose calling, story telling) in the evening.

Saturday, July 12– Closing ceremony, talking circle – we will end at noon so those of you who are driving will get back south by 6 pm. Bagged lunches for the drive home will be provided.

Costs - \$1000.00 per person (all inclusive of meals, accommodation) after you get there. Bring comfortable, outdoor type of clothes, good outdoor footwear, a raincoat, and bug juice. If you have a guitar, fiddle or other musical instrument that lends itself to an outdoor venue, please bring it along!

Contact Dr. Sherry Peden, Vice President, Academic & Research, UCN, speden@ucn.ca to be registered.

Please note, this summer study tour is being arranged and presented to you as a “community effort” – the UCN community and the Opasquia Cree Nation.



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, MAY 26, 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. T. Curtis.

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

REGRETS:

Mr. G. Malazdrewicz, Associate Superintendent, Ms. K. Boklaschuk, Communications and Technology Specialist.

The Chairperson called the meeting to order at 7:00 p.m. He welcomed everyone in attendance. The Chairperson noted the artwork on the boardroom wall had been provided by students at Meadows School.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

The Secretary-Treasurer requested the following additions:

- A late motion regarding a tender approval for the heating system replacement at Riverview School;
- Three items from the Personnel Committee for In-Camera discussions;
- One personnel item for In-Camera discussions;
- One property matter for In-Camera discussions.

The Superintendent confirmed she had one property matter and one student matter for In-Camera discussions.

Trustee Kruck noted he had two items for In-Camera discussions.

Mr. Murray – Mr. Sumner

That the agenda be approved as amended.

Carried.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Special Board Meeting held May 12, 2014 were circulated.

Mr. Kruck – Mr. Snelling

That the Minutes be approved as circulated.

Carried.

- b) The Minutes of the Regular Board Meeting held May 12, 2014 were circulated.

Mr. Kruck – Mr. Bartlette

That the Minutes be approved as circulated.

Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

- 1) The Chairperson recognized the following staff and students for their accomplishments:
- a. Meadows School
 - Christine Penner, teacher, for the “Most Entertaining Choir” trophy at the Kiwanis Music Festival.
 - b. Waverly Park School:
 - Drayson Collyer - Winner of the Grade 5/6 category at the Brandon School Division Wide Middle Years Oratorical Event.
 - c. Earl Oxford School:
 - Landen Danyluk - Winner of the Grade 7/8 category at the Brandon School Division Wide Middle Years Oratorical Event.

The Chairperson invited Ms. Penner to speak about the trophy her students won at the Music Festival. Both Drayson and Landen gave their winning speeches for the Trustees to hear.

- 2) Members of Crocus Plains Regional Secondary School Cosmetology staff and students provided the Board of Trustees with a power point presentation and spoke about the Hairstyling Show and Trip to New York they took in March.

2.02 Reports of Committees

- a) Facilities and Transportation Committee Meeting

The written report of the Facilities and Transportation Committee meeting held on May 7, 2014 was circulated.

Mr. Karnes – Mr. Snelling

That the Minutes be received and filed.

Carried.

b) Workplace Safety and Health Committee Meeting

The written report of the Workplace Safety and Health Committee meeting held on May 14, 2014 was circulated. Trustees requested clarification regarding the guidelines and cost to ensure the Division meets the fire regulations with respect to auditorium seating and clamping chairs together.

Mr. Karnes – Mrs. Bowslaugh.

That the Minutes be received and filed.

Carried.

c) Policy Review Committee Meeting

The written report of the Policy Review Committee meeting held on May 20, 2014 was circulated. The Committee Chairperson noted discussions regarding his request that Senior Administration review one high school to determine what it would cost the Division to pay for the travel expenses of chaperones and coaches had not been included in the Minutes. It was agreed by members of the Committee that this request should be included in the Minutes.

Further discussions were held regarding the Nutrition Policy as it pertains to the sale of chocolate bars as a fundraiser. It was noted that Trustees were to contact members of the Policy Review Committee with their comments on this item prior to the next Committee meeting. Superintendent, Dr. Michaels, confirmed the process which would be followed before any changes to the policy would take place. She noted that a consultation would be required as per policy.

Trustees also inquired about the Committee's direction to Senior Administration regarding individual fundraising accounts. It was noted that Committees could not direct Senior Administration. The Chairperson confirmed that a request had been made and Senior Administration agreed to follow-up on the request.

Mr. Kruck – Mr. Murray

That the Minutes be received and filed.

Carried.

- d) Other
- NIL

2.02 Delegations and Petitions

2.04 Communications for Action

- a) Heather Demetriooff, Associate Director, Manitoba School Boards Association, May 14, 2014, attaching draft membership satisfaction survey 2014. Noting the survey will be conducted via telephone, by Viewpoints Research, commencing in the last week of May. Board chairs should expect to be contacted at the primary telephone number listed in the association membership directory, while superintendents and secretary-treasurers will be called at the division/district office.

Referred MSBA Issues.

2.05 Business Arising**- From Previous Delegation****- From Board Agenda****- MSBA issues (last meeting of the month)**

- a) The correspondence from Heather Demetriooff, Associate Director, Manitoba School Boards Association, from Communications for Action 2.04a), attaching draft membership satisfaction survey 2014 was discussed. The Chairperson noted a copy of the survey had been forwarded to all Trustees for their comments.

- From Report of Senior Administration

- a) School Reports – Meadows School

Meadows School

Mr. Dave Lim, Principal, Meadows School, provided information regarding the schools current demographics. He spoke about the success of the school's first "Multi-Culture Days" and invited Trustees to attend next year's event. Mr. Lim also reviewed the results of the school's Tell Them From Me Survey. He introduced Ms. Dayna Galatiuk, Counselor and Resource Teacher at Meadows School. Ms. Galatiuk provided a power point presentation and spoke about the schools recently held Wellness Day. She noted the various workshops students could attend and the numerous organizations which helped make the day successful.

Following the presentation, Trustees asked question regarding the Tell Them From Me Survey and the availability of personal devices for students in the school. Superintendent, Dr. Michaels, confirmed the Division is in the process of preparing a draft Social Media policy. The policy would be presented to school administrators on June 2 for feedback.

The Chairperson thanked Mr. Lim and Ms. Galatiuk for their presentation.

Trustee Ross exited the meeting at 8:24 p.m. and returned at 8:32 p.m.

- b) Learning Support Services Presentation – Cultural Proficiency Video

Ms. Joanna Ford, EAL Specialist, spoke to the Board of Trustees about Cultural Proficiency in the Division. She provided background information regarding the formation and work of a steering committee on this matter. She noted to provide cultural awareness, the development of a brochure and accompanying video had been prepared and was available for use in schools. Portions of the video were presented to Trustees, with follow-up explanation by Ms. Ford.

The Chairperson thanked Ms. Ford for her presentation.

c) Items from Senior Administration Report

- Change of Meeting Date – Referred Motions.
- École secondaire Neelin High School Off-Site Activity Request – Referred Motions.
- Kinette Club of Brandon Scholarship – Referred Motions.
- Trustee Inquiries:
 - o Inquiry from Trustee Sumner – Graduation and Certificate Requirements.

The Secretary-Treasurer noted a scholarship agreement from the Kinette Club of Brandon for the Neelin Off-Campus program had been included in the Report of Senior Administration.

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

Trustee Bowslaugh exited the meeting at 8:49 p.m. and returned at 9:00 p.m. Ms. Bowslaugh was not present for the reading of motions 50/2014 up to and including 52/2014.

50/2014 Mr. Bartlette – Dr. Ross

That the Regular Meeting of the Board scheduled for July 14, 2014 be changed to July 7, 2014 in order to allow the Board to meet closer to the end of the 2013-2014 school year.

Carried (8-0).

51/2014 Dr. Ross – Mr. Bartlette

That the trip involving sixteen (16) male grades 9-12 football students, from École secondaire Neelin High School to make a trip to Vermillion, SD from July 9-12, 2014 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried (8-0).

52/2014 Mr. Sumner – Mr. Murray.

That the Agreement for establishment of an award for a student graduating from the Neelin High School Off-Campus program to be known as the “Kinette Club of Brandon Award” in the amount of \$100.00 for the 2013-2014 school year 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 (8-0).

53/2014 Mr. Murray – Mr. Sumner

That Procedures 9002 – “Student Transportation Safety” be amended to include Paragraph 6 as follows:

“6. Parents Riding the Bus

Parents may not ride the school bus with their child. Exceptions may be allowed on a case by case basis at the discretion of the Office of the Superintendent. Drivers are instructed not to let unauthorized adults on the bus. This is for the protection of all students. School approved chaperones on field trips shall be allowed to ride the school bus.”

Carried.

54/2014 Mr. Karnes - Dr. Ross

That the recommendation by HSB Engineering Consultants Ltd. regarding the low Tender from Brandon Heating & Plumbing Ltd. in the amount of \$1,350,802.74 (GST & RST included) for the Heating System Replacement at Riverview School be accepted, subject to approval by the Public Schools Finance Board.

Carried.

2.08 Bylaws

Mr. Snelling – Mr. Karnes

That 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 having been first read on May 12, 2014, be now read for the second time.

Carried.

2.09 Giving of Notice

2.10 Trustee Inquiries

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Superintendent, Dr. Michaels, suggested the Report of Senior Administration be deferred until the next meeting, given the number of items to be discussed In-Camera.

3.02 Communications for Information

- a) Floyd Martens, President, Manitoba School Board Association, May 14, 2014, noting the results of the feedback from the membership regarding the MSBA's governance structure. In light of those results, the Provincial Executive will not be undertaking a governance restructuring initiative at this time.

Ordered Filed.

- b) George Coupland, Director, Labour Relations, May 9, 2014, advising in a trustee election year, we normally do not see active bargaining across the province until after elections. This is due to the fact that trustee elections usually result in approximately one third (1/3rd) turnover in trustee membership and teachers' locals would like to open and complete bargaining with the same board negotiating team. Notwithstanding, once you receive notice, it is up to the parties to reach a mutual decision as to commence bargaining prior to the expiry of the collective agreement or wait until fall post elections. The labour relations staff or your regional directors will be contacting you to set potential dates for coordinating meetings to occur in May or June.

Referred to Personnel Committee.

- c) Heather Shelton, Addressed to Bruce Coombs and Lauren Wooley, Brandon Teachers Association, April 21, congratulating them on the implementation of the swimming program, created through a partnership between BTA and MTS, for the École New Era School Grade 3/4 and Grade 5/6 students. In her view the quality of the program is exceptional and has offered more than swimming programs in the past. Appreciation must be expressed to the Brandon School Division who willingly supplied the transportation to and from the Sportsplex.

Ordered Filed.

3.03 Announcements

- a) Brandon School Division Long Service Pin Recognition, 6:00 p.m., Thursday, May 29, 2014, Riverbank Discovery Centre.
- b) Education Committee Meeting, 11:30 a.m., Monday, June 2, 2014, Board Room.
- c) Scholarship Committee Meeting, 1:00 p.m., Monday, June 2, 2014, Conference Room.
- d) Brandon Teachers Association Retirement Dinner, 6:00 p.m., Thursday, June 5, 2014, Victoria Inn.
- e) Personnel Committee, 9:00 a.m., Monday, June 9, 2014, Board Room.
- f) Finance Committee, 2:00 p.m., Monday, June 9, 2014, Board Room.
- g) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, June 9, 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

Prior to In-Camera discussions, Mr. David Swayze, Solicitor, Meighen, Haddad LLP entered the meeting at 9:00 p.m.

4.00 IN CAMERA DISCUSSION:

4.01 Student Issues

- Reports

- a) The Superintendent spoke to a student matter.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report was noted.

- b) Confidential #2 regarding a memo from the Division Solicitor was distributed. Mr. Swayze spoke to the matter. It was agreed to bring forth a motion accepting the recommendations in Confidential #2 at the conclusion of the meeting. Mr. Swayze then exited the meeting.
- c) The Secretary-Treasurer confirmed the retirement of a school principal and requested the establishment of an Administrator Selection Committee. It was agreed to bring forth a motion to establish an Administrator Selection Committee at the conclusion of the meeting.
- d) The Secretary-Treasurer referenced a letter received from CUPE Local 737 (Confidential #3). He noted the matter had been reviewed at the Personnel Committee meeting held earlier in the day.
- e) The Secretary-Treasurer referenced a second letter received from CUPE Local 737 (Confidential #4) which had also been presented to the Personnel Committee meeting held earlier in the day.

- Trustee Inquiries

4.03 Property Matters/Tenders

Trustee Murray excused himself from the Board Meeting at 10:15 p.m. prior to discussions regarding Confidential #5. Confidential #5 and ensuing discussions were held at the end of the meeting.

- Reports

- a) The Secretary-Treasurer presented Confidential #5 regarding a property matter. The matter was discussed in detail. Trustees provided Senior Administration with direction for follow-up on this item. A motion would be brought forward at the end of the meeting.

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

- a) Trustee Sefton requested Board direction with respect to a Board operations matter.
- b) Trustee Kruck requested discussions regarding a Trustee matter as it relates to the Board of Trustees. The matter was discussed in detail. The Board agreed to release a public statement to be recorded in the minutes at the conclusion of the meeting.

Mr. Kruck – Mr. Snelling

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

Carried.

55/2014 Mr. Bartlette – Dr. Ross

That the recommendations in Confidential #2 are hereby accepted.

Carried (8-0).

56/2014 Dr. Ross – Mr. Snelling

That a School Administration Selection Committee, as per Policy/Procedures 5002, be established and further Trustees Murray, Karnes and Bowslaugh be appointed to the Committee and that the Committee remain in effect until all administrator vacancies which may arise for the 2014/2015 school year have been filed.

Carried (8-0).

57/2014 Mr. Snelling – Dr. Ross

That the Trustees participating on the School Administrator Selection Committee be paid the appropriate indemnity for all meetings of this Committee to be scheduled for the months of May and June, 2014.

Carried (8-0).

58/2014 Mr. Karnes – Mr. Sumner

The Board authorizes the Chairperson to continue discussions with Manitoba Education and Advanced Learning regarding the utilization of available space at Assiniboine Community College for Brandon School Division programming.

Carried (8-0).

Board Statement regarding a Trustee issue:

The Board of Trustees discussed at length the social media issue of a Trustee. The Board of Trustees expressed their concern and dismay. The Board of Trustees accepted the Trustee's apology.

5.00 ADJOURNMENT

Dr. Ross – Mr. Snelling

That the meeting does now adjourn (10:56 p.m.)

Carried.

Chairperson

Secretary-Treasurer



BRANDON SCHOOL DIVISION

Divisional Futures & Community Relations Committee Minutes

Wednesday, May 21, 2014 11:30 a.m.

J.L. Milne Board Room, Administration Office Building

Present: P. Bowslaugh, Chairperson, M. Sefton, M. Snelling, D. Michaels, Superintendent/CEO.

1. CALL TO ORDER

The Divisional Futures & Community Relations Committee Meeting was called to order at 11:30 a.m. by Committee Chairperson, Trustee Bowslaugh.

2. APPROVAL OF AGENDA

Trustee Snelling requested the addition of one item. The agenda was approved as amended.

3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of April 16, 2014 were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

a) **Governance Goal Update – 2010-2014**

The Committee reviewed the Board Governance Goals regarding Community Relations and Advocacy. The Committee members reflected on the progress which had been made over the past four years to advance these two governance goals. One of the highlights for Committee members had been the meetings with students. Trustees spoke about the improved communications with the public, including the implementation of live video streaming of Board meetings. The work of the Communications in Technology Specialist and the Research and Evaluations Specialist were deemed to be invaluable to the Board of Trustees. The Committee also discussed what could be done in the future to continue to improve transparency and communications with stakeholders. Meeting with media to promote school activities and highlighting the activities of various partnerships with the Division were discussed as possible future items for consideration by this Committee. The Committee also reviewed the work of the Joint Task Force Committee and preparing items for discussion between City Council and the Brandon School Division.

5. OTHER COMMITTEE GOVERNANCE MATTERS

a) **Brandon Resource Guide – 2014**

Trustee Snelling circulated the 2014 edition of the Brandon Resource Guide to all members of the Committee. Mr. Snelling noted the guide was provided to various professionals and organizations throughout Brandon. The purpose of the information contained in the guide was to get people the help, resources and contacts they needed in a timely manner. Mr. Snelling referenced the information currently contained in the Guide regarding the Brandon School Division. Superintendent, Dr. Michaels, was asked to provide expanded information for future years. Information such as the Neelin Off-Campus Program and other specialized services provided in the school would be helpful. Dr. Michaels confirmed she would provide the requested information for future editions of the Guide.

6. OPERATIONS INFORMATION

- a) It was agreed this would be the last meeting of the Divisional Futures and Community Relations Committee until after the Trustee Elections.

7. NEXT REGULAR COMMITTEE MEETING: TBA

The meeting adjourned at 1:00 p.m.

Respectfully submitted,

P. Bowslaugh, Chair

M. Sefton

M. Snelling

D. Karnes (Alternate)



BRANDON SCHOOL DIVISION

Personnel Committee Minutes

Monday, May 26, 2014 – 10:30 a.m.
Board Room, Administration Office

Present: L. Ross (Chairperson) D. Karnes, J. Murray (Alternate) D. Labossiere, Dr. Michaels, B. Switzer.

Regrets: G. Kruck

Guest: D. Swayze, Solicitor

1. CALL TO ORDER

The Personnel Committee Meeting was called to order at 10:35 a.m. by the Committee Chairperson, Dr. Ross.

2. APPROVAL OF AGENDA

The agenda was approved as circulated.

3. REVIEW OF COMMITTEE MINUTES

The Committee Minutes of April 14, 2014 were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

A) Governance Goal Update – 2010-2014

The Personnel Committee reviewed the Board Governance Goals regarding “Monitoring Performance Results – Part 2 – Staff”. Dr. Michaels, Superintendent, and Ms. Switzer, Director of Human Resources, spoke to the progress to date. It was noted the revised calendar scheduling with respect to professional development through Employee Connect was both efficient and effective. Discussions were held regarding the survey results with respect to professional development. The Superintendent was asked to bring back the survey results to the next meeting for the Committee’s information and review.

5. OTHER COMMITTEE GOVERNANCE MATTERS

A) Personnel Grievance – In-Camera

Mr. David Swayze, Solicitor, Meighen Haddad LLP, attend the meeting and this item was discussed in-camera. It was noted this item would be discussed in-camera at the Regular Board Meeting to take place in the evening. Mr. Swayze would be in attendance at the Board Meeting and present the information and recommendations presented to the Personnel Committee. Mr. Swayze then exited the meeting at 11:00 a.m.

B) Policy 5039 – Permanent Support Staff Leaves and Absences

Due to time restraints, this item was deferred until the next regular meeting of the Committee to be held in June.

C) Employee Pension Plan

It was noted that the MSBA Executive is planning to have the pension plan contribution rate changed on the agenda for their June 2, 2014 meeting. Therefore, this item was deferred until the next regular meeting of the Committee to be held in June

D) Letter from BTA – In-Camera

The Committee reviewed the letter from the Brandon Teacher's Society in-camera. It was noted that the Manitoba School Boards' Association was holding a Region 1 meeting on this topic in June. However, due to scheduling conflicts, neither the Secretary-Treasurer nor the Superintendent may be able to attend.

E) Letter from CUPE – In-Camera

This item was discussed in-camera and would be presented to the Board of Trustees at the Regular Board Meeting to take place in the evening.

F) Letter from CUPE – JJE Committee – In-Camera

It was noted this item would be presented to the Board of Trustees at the Regular Board Meeting to take place in the evening, under in-camera discussions. The matter would then be brought back to the Committee meeting for further discussions in June.

6. OPERATIONS INFORMATION

The Committee reviewed and received as information the following:

- MSBA Salary Bulletin.
- MSBA Collective Bargaining Update as at April 11, 2014.
- MSBA – CPI, Unemployment rate, Regional Trends Update.
- An update from CUPE regarding the union's decision with respect to the Health Benefit Plan. It was noted Out-of-Scope members will need to review the option and decide on a plan.

7. NEXT REGULAR COMMITTEE MEETING: Monday, June 9, 2014, 9:00 a.m., Board Room.

The meeting adjourned at 11:30 a.m.

Respectfully submitted,

L. Ross, Chairperson

D. Karnes

G. Kruck

J. Murray (Alternate)



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

June 9, 2014

A. Business Arising for Board Action

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II. Human Resources

III. Secretary-Treasurer

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| 2. Scholarship Agreement – Bob Hamilton Memorial Award | 1 |
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IV. Superintendent of Schools

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V. Senior Administration Response to Trustee Inquiries

B. Administrative Information

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II. Secretary-Treasurer

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“Accepting the Challenge”

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This report from members of the Brandon School Division Senior Administration is submitted respectfully for your consideration, action, and information.

**Dr. Donna M. Michaels
Superintendent of Schools/
Chief Executive Officer**

A. Business Arising for Board Action

I. PRESENTATIONS

II. HUMAN RESOURCES

III. SECRETARY-TREASURER

1. MAY 26, 2014 – REPORT OF SENIOR ADMINISTRATION

For Action.....D. Labossiere

Due to the lengthy agenda, at the Board Meeting on November May 26, 2014, the Report of Senior Administration was deferred to June 9, 2014 in order to allow members of the Board of Trustees to review the reports contained therein. The Report of Senior Administration, dated May 26, 2014 has been included in the agenda package (Appendix A) and Senior Administration would be pleased to answer any questions Trustees may have with respect to that report, prior to approval of same.

2. SCHOLARSHIP AGREEMENT – BOB HAMILTON MEMORIAL AWARD

For Action.....D. Labossiere

The Family of Bob Hamilton would like to fund an award to be known as the “Bob Hamilton Memorial Award” in memory of Bob Hamilton, a former teacher in the Brandon School Division. The award shall be in the amount of \$500.00 to be provided to a graduating Aboriginal student from Crocus Plains Regional Secondary High School who has shown exceptional courage and perseverance when encountered with difficult challenges throughout their high school career. The conditions for establishing this award has now been completed and the Agreement prepared. The Agreement is attached as Appendix B. A recommendation approving the Agreement is included in the agenda. Please contact me should you have any questions in this regard.

RECOMMENDATION:

That the Agreement to establish an award to be known as the “Bob Hamilton Memorial Award” in memory of Mr. Bob Hamilton, a former teacher in the Brandon School Division, in the amount of \$500.00 to be provided to a graduating Aboriginal student from Crocus Plains Regional Secondary High School who has shown exceptional courage and perseverance when encountered with difficult challenges throughout their high school career, be approved and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

3. BRANDON SCHOOLS INSTRUMENTAL MUSIC ASSOCIATION AGREEMENT

For Action.....D. Labossiere

In the 2012-2013 Budget the Board of Trustees approved additional funds for the Brandon Schools Instrumental Music Association to replace band registration fees. In the 2014/2015 budget, the amounts of \$23,900 for instrument purchases and \$38,600 to replace band registration fees was approved. This financial support is contingent on the Association maintaining their corporate status and signing an agreement with the Brandon School Division on a yearly basis. The Agreement has now been drawn up for the 2014/2015 school year and is attached as Appendix C. A motion is included in the agenda for Board consideration. Please contact me should you require further information.

RECOMMENDATION:

That the Agreement between the Brandon Schools Instrumental Music Association (BSIMA) and Brandon School Division (Division) regarding the financial support to be provided by the Division to BSIMA be approved and the Secretary-Treasurer and the Chairperson are hereby authorized to sign same.

4. RECOGNITION OF TRADE EXPERIENCE

For Action.....D. Labossiere

Article 8.03 of the current Collective Agreement between the Division and the Brandon Teachers' Association provides for the recognition of increments for related experience for teachers holding a special certificate and employed in the areas of vocational industrial education, agriculture and marketing education. These programs are offered at Crocus Plains Regional Secondary School.

Dr. Donna Michaels, Superintendent, and Ms. Alison Johnston, representative of the Brandon Teachers' Association, have reviewed the documentation submitted by Ms. Turchinski identifying her related work experience as follows:

Ms. Cara-Leigh Turchinski Vocational Industrials Arts Program – Hairstyling, a total of 217 months or the equivalent of 18 years of relevant trade experience has been recommended granting 3 (three) increments for the first 3 (three) years of experience and an additional 7 (seven) increments for the remaining years of experience, for a total of 10 (ten) increments.

RECOMMENDATION:

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 her a total of 10 (ten) increments for work related experience be recognized for Ms. Cara-Leigh Turchinski.

5. SECONDMENT OF THE PRESIDENT OF THE BRANDON TEACHERS' ASSOCIATION

For Action.....D. Labossiere

The Brandon Teachers' Association has requested Board approval to second their incoming President, Ms. Alison Johnston. The Division has received this request annually since 1995. Similar requests go forward to many school boards across Manitoba. The secondment would be on a full-time basis with salary and benefits to be reimbursed to the Board by the Association. The actual details of the release time are agreed upon between the teacher, the affected school principal and the Superintendent's Office later in the spring term when staffing conditions and circumstances are better understood. The practice has worked well for us to this point in time.

RECOMMENDATION:

That the request of the Brandon Teachers' Association, that the President of the Association for the 2014/2015 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.

IV. SUPERINTENDENT OF SCHOOLS

1. VINCENT MASSEY HIGH SCHOOL OFF-SITE ACTIVITY REQUEST

For Action.....G. Malazdrewicz

Vincent Massey High School has submitted an off-site activity request (attached as Appendix D for Board of Trustees consideration) for twenty six to thirty (26 – 30) grades 9 - 12 Fine and Performing Arts students, from Vincent Massey High School to make a trip to New York City, NY from May 13 – 18, 2015.

Mr. Bruce Shamray, Principal, Vincent Massey High School and Mr. Greg Malazdrewicz, Associate Superintendent, have given approval for this trip. Approval from the Board of Trustees is respectfully requested.

RECOMMENDATION:

That the trip involving twenty six to thirty (26 – 30) grades 9 - 12 Fine and Performing Arts students, from Vincent Massey High School to make a trip to New York City, NY from May 13 – 18, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

V. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES

B. Administrative Information

I. HUMAN RESOURCES

1. PERSONNEL REPORT

For Information..... B. Switzer

Included in the agenda package as Confidential #1 is the Personnel Report, a listing of resignations and employment approved by the Superintendent of Schools and Secretary-Treasurer since the last meeting.

II. SECRETARY-TREASURER

1. GEORGE FITTON SCHOOL BREAK-IN

For Information.....D. Labossiere

I have received correspondence from the Supervisor of Facilities advising that George Fitton School reported a break on June 1, 2014 at 12:24 a.m. A window air conditioner in the main general office of George Fitton was taken out to gain access to the school. Once they were inside the alarm was tripped. Triple A alarms discharged Paladin Security and the police found no one on the premises. Custodian Brian Thomas secured the building by installing the window which was in storage. It was reported to the Brandon City Police. The air conditioner was slightly damaged but still works. The value of the air conditioner is approximately \$300. This is provided as information.

III. SUPERINTENDENT OF SCHOOLS

SCHOOL VISITS (MAY 16 – MAY 23, 2014)

- May 21, 2014 – King George School

1. *SCHOOL INFORMATION*

For Information..... D. Michaels

A. QUALITY LEARNING

QUALITY LEARNING AT ÉCOLE SECONDAIRE NEELIN HIGH SCHOOL

Report prepared by Mr. Michael Adamski, Principal, École secondaire Neelin High School

As part of our School's continued work in the area of literacy development and grade 9 English Language Arts (ELA) this year, our team of grade 9 ELA teachers created a collaborative unit that saw the plan begin to take shape last June for the approaching 2013-2014 school year. The unit provided for students differentiated learning opportunities and the direct teaching of reading strategies that concluded with a final project. The collaborative unit provided opportunities for students to

analyze literature and compare and contrast the selected books and movies. Hence the collaborative unit took on the title: *They Were Books before They Were Movies*. The collaborative team of teachers purposely chose to run the grade 9 unit as a start to the second semester during the month of February in order for the unit to coincide with *I Love to Read Month*.

Teachers worked continuously together to review a range of books and chose those books for the unit that provided for a variety of reading levels and catered as well to interest levels for the entire grade 9 ELA student population.

The grade 9 ELA teachers reviewed a number of different reading strategies for the students and decided to use a “sticky note strategy” requiring students to summarize plot points, ask questions, make connections, and analyze character motivation. This reading strategy provided a great opportunity for teachers to directly teach to their students the importance of thinking before, during and after reading. Teachers were then able to conference with students and listen to their students discuss their internal thinking as part of the “sticky note strategy”. Students also learned the application of how this particular reading strategy could assist them in preparing for literature discussions with their individual literature groups. A learning strategy they will carry into grade 10 and beyond.

Some of the benefits experienced by the collaborative planning team of teachers that impacted the direct learning experienced by our grade 9 students included:

- collaborative dialogue between the teachers involved in the unit planning about the diverse needs of our students and how those individual needs could be best met;
- the collaborative approach to planning and teaching allowed for the grade ELA team to work together towards a common goal of improving literacy achievement with the grade 9 students while at the same time coming together as an ELA team to really get to know and understand all of the students – there became a real sense of ownership by the teachers for all of the students to ensure all students met with success; and
- the opportunity for the grade 9 ELA teachers to collaborate on this unit will transition well into the continued work being managed with the implementation of Response to Intervention (RTI) and Professional Learning Communities (PLCs) into the building.

As part of the celebration of learning for the grade 9 ELA students with this unit, the teachers arranged for all 8 books/movies that were studied to be seen at one time at the local movie theatre. Students were shuttled to the local theatre and were treated to popcorn and a drink and got to watch the movie they had studied recognizing and making the connection that before it became a movie it was indeed a book.

A great and unique way to conclude the collaborative unit and also a great way to connect with, *I Love to Read Month* especially with students at the high school level.

B. QUALITY TEACHING

QUALITY TEACHING AT GEORGE FITTON SCHOOL

Report prepared by Ms. Gail McDonald, Principal, George Fitton School

Several Quality teaching initiatives are taking place at George Fitton School.

George Fitton School is continuing to implement Response to Intervention (RTI) within the school.

This past year grade 7 and 8 multiage classrooms were created and a model developed to address student learning needs (differentiated instruction, universal design). Within the grade 7 and 8 classroom structures, developmental groupings for literacy and numeracy were established and support teachers (Literacy Support, Numeracy Support, Resource and English as an Additional Language (EAL)) were utilized to allow for smaller class sizes and direct instruction for all students.

Support teachers were instrumental in modelling appropriate strategies and instructional practices to meet the needs of all learners.

In 2014-2015 all classes at George Fitton will be multiage. Teachers will focus on developmental instructional practices, differentiated learning and working as a team to provide the best possible learning environment for all students. A number of staff attended Dr. Jennifer Katz's two day workshop on *Teaching to Diversity – The Three-Block Model of Universal Design for Learning*. These teachers presented to the remainder of the teachers on May 16, School Planning Day. Staff then looked at areas of focus for multiage classrooms using the design methods from Dr. Katz's workshop.

George Fitton School has developed a Learner Profile which will be implemented in June 2014 to be used for student transition to the next grade and to chart individual student growth on a yearly basis.

George Fitton Student Achievement in the area of Social Responsibility

Ms. Greig's Grade 6 classroom initiated a fundraiser to increase the awareness of Autism Spectrum Disorder in our school. Students were instrumental in planning, advertising, collecting funds and sending funds collected to the Autism Society.

Mrs. Lloyd's Grade 2 classroom helped the environment on Earth Day by cleaning the playground and reporting how much garbage they had collected and how each member of our school community could work together to extinguish this problem.

The Youth Revolution/George Fitton Leadership Team students under the direction of Mrs. Tokaryk assisted our new incoming kindergarten students and their families at our *Welcome to Kindergarten* evening.

C. QUALITY SUPPORT SERVICES

QUALITY SUPPORT SERVICES AT RIVERVIEW SCHOOL

Report prepared by Mr. Kelly Braun, Principal, Riverview School

One of the current goals at Riverview School is to maximize student learning in literacy with specific focus in the area of *Reading Comprehension*. As one of our approaches to support this goal, we use a Brandon School Division (BSD) program called *Empower Reading*. This program's key focus is to help struggling middle years students with their reading skills. For the past three years Riverview School has been using the Empower Reading Program on three to seven students outside of the regular classroom. They are given the opportunity to learn and practice reading strategies that will help them become more confident and independent readers and spellers. This program is delivered in 45-60 minute blocks four to five times per week. The Empower Reading Program consists of 110 lessons and takes approximately a school year to complete. We have seen great reading level growth from this initiative. We have also seen greater student engagement in reading and an increase in student self-esteem. This past February we finished the Empower Reading Program on five of our Middle Years students. The students' reading increased between seven to ten reading levels and three out of the five students are now reading at grade level. Our Empower Reading/Literacy Support teacher reports that she can address specific learning needs more rapidly, and therefore, support students reading growth with this model.

Highlights of School Initiatives on Bullying - Stand for Respect (Self-Regulation and Anti-Bullying)

- October: Personal Safety presentations to Grade 1 and 2s- Constable McCallum
- November: Stealing Kindergartens and Grade ½ - Constable McCallum
- November: National Bullying Awareness Week
 - Constable McCallum : Bullying presentations to Grades 3 to 6
- November – January: Girls' Friendship Group
 - Grades 3 and 4
- November – May: Mind-Up program in Grades 3, 4, and 5/6 Mr. Gray
 - Mindfulness techniques that teach self-regulation
- February – June: Yoga at Recess
 - Open to whole school
 - Assists with Self-regulation and decompressing stress
- April 7 to 11 - Day of Pink (week long activities)

- Guest readers throughout entire school
- Two Bobcat readers
- Bake Sale: raised money as a Kick off for the Project
- Power of the Positive Awards (school wide)

Highlights of Student Accomplishments to Date

During the month of April Grade 3 student, Maddy Johnson, organized successfully two fundraisers for Cancer Research. With the sales of homemade bracelets and a bake sale a total of \$262.20 was raised. Wendy Taylor from the Cancer Society surprised Maddy with a visit to graciously accept the funds. Wendy donated \$10 for a new balance of \$272.20. She also has nominated Maddy for a provincial award.

On Sunday, May 25 students from Riverview School participated in the YMCA Spring Run. This was the second year for our Riverview students to participate in this event. Twenty one students from grades 1 to 6 participated in the 5km timed race along with three staff members (Mrs. Thomson, Mrs. McDuffe, and Ms. Nicole) and three volunteers. Students trained for a month before the race. The students all wore their Ravens fluorescent yellow t-shirts as a sign of school pride and community support. Students enjoyed a pre-race pasta dinner the night before the race which was sponsored by the Prairie Pride Lions Club. It was a wonderful weekend for students and staff.

During the 2013-2014 year the whole school participated in a project called *We Create Change*. This is a project where the whole school collected change for building a school in Ecuador. Each \$20 donation paid for one brick for the target school that will be built. During the year there were several activities to create interest and school spirit.

- In May each classroom collected coins in mason jars as a class challenge
- On May 15 the school held a *Coin Toss Event* in the gym: teacher versus student
 - Constable McCallum joined us and challenged Principal Kelly Braun to a Coin Toss
- On May 30 there was a school wide wrap up in gym where the winner was announced
- In total the school raised \$700 for the school. This was 35 bricks

The grade 4 students are beginning a new sustainable undertaking that partners Riverview School with Healthy Brandon and the City of Brandon in supporting the creation of the Riverview Community Garden. The Lion's East End Playscape green space (Purple Park) is transforming into a Community Garden. With the combined effort of the City of Brandon, Healthy Brandon and Riverview School, this green space (located one block East of Riverview School on the corner of Lawrence and Louise Avenue East), is destined to become a place for food growing, education, and community development. There will be up to twenty garden boxes built this year with more to follow next year, finances permitting. Garden boxes will be available

for community members to plant this growing season for a small fee of \$10.00. In the future one of these boxes will house plants native to this area and one box which will grow plants important to First People's throughout history. The students of Riverview will be planting one garden box which will be tended by any interested Riverview Students over the summer. On-going experiential learning opportunities abound with the creation of this community space in walking proximity to our school. A school-based garden club is a natural extension of this project and will transpire in the school year 2014-2015.

2. DIVISIONAL INITIATIVES

For Information D. Michaels

A. QUALITY LEARNING

PRINCIPAL LEADERSHIP PREPARATION PROGRAM – SESSION 9 ETHICS OF LEADERSHIP: ESSENTIAL VIRTUES, ETHICAL CODES, MAKING ETHICAL DECISIONS, ADVOCACY / MAY 20, 2014

Report prepared by Mr. Jaime Lombaert, Vice Principal, George Fitton School and Mr. Blaine Aston, Vice Principal, École New Era School

Presenters: Dr. Deborah Poff, Brandon University; John Minshull, Principal, Riverheights School; and Gail McDonald, Principal, George Fitton School

Dr. Deborah Poff was the first presenter for the evening. Dr. Poff discussed her "Guideposts for Transformative Values-Based Individual Leadership". This type of leadership reflects a democratic nature of a learning culture. Dr. Poff discussed the difference between a "Good Leader" and an "Ethical Leader" and she discussed the goal is to be both. Dr. Poff used case studies from the book *Would You Kill the Fat Man?* The book is based on ethical leadership philosophy and discusses ethical leadership decisions that people like Winston Churchill and other famous leaders from history had to make.

John Minshull and Gail McDonald were the second presenters of the evening. Mr. Minshull and Ms. McDonald used presentation, case studies, and discussion to demonstrate how to make ethical decisions in their role as principals. Discussions took place around student advocacy and how to make the best decisions for students while supporting teachers.

Session 9 was interesting and engaging.

3. ADMINISTRATIVE AND STATISTICAL INFORMATION

SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>NO./DAYS</u>	<u>REASON</u>
Betty Gibson	1 total	1 – 3 day	Assaultive Behaviour
Crocus Plains	4 total	1 – 5 day	Drug and Alcohol Policy
		3 – 5 day	Unacceptable Behaviour
Vincent Massey	1 total	1 – 5 day	Drug and Alcohol Policy

4. COMMUNITY CONNECTIONS

For Information..... D. Michaels

BRANDON COMMUNITY DRUG AND ALCOHOL EDUCATION COALITION MEETING / MAY 15, 2014

Present:

Addictions Foundation of Manitoba	Julie Hockley
Assiniboine Community College	Caley Strachan
Brandon Friendship Centre	Randa Nadjiwon Cancade
Brandon Police Service	Chief Ian Grant
Brandon School Division	Mathew Gustafson
	Bruce Shamray
	Michael Adamski
	Lili Jardine
	Trustee Peter Bartlette
Child and Adolescent Treatment Centre	Chris Bromley
Community Development Department	Richard Greer
Family Services and Labor	Mark Hewins
Prairie Mountain Health	Dolores McGregor

Regrets:

Addictions Foundation of Manitoba	Lorri Mathieson
Brandon Friendship Centre	Gail Cullen
Brandon Ministerial Association	Dwayne Dyck
Brandon School Division	Dr. Donna Michaels
	Greg Malazdrewicz
	Rick Stallard
	Marcy Roziere
	Trustee Linda Ross
Brandon University	Karen Doty-Sweetnam
CFB Shilo	Al Zwicker
	Elaine Desbiens
Child and Family Services	Breanna Dick
City of Brandon	Mayor Shari Decter Hirst
Probation Services	Brittany Donohoe
Teen Challenge	Kim Lowes

Welcome and Agenda Review

Mr. Shamray welcomed everyone to the meeting. The minutes of the February 20, 2014 were reviewed. No changes or omissions were noted.

High School Suspension Data

Mr. Shamray reviewed the high school suspension data, as reported to the Board of Trustees, for Semester 1 2013/2014.

- The vast majority of Vincent Massey's suspensions were related to marijuana and drug use
- Examples of Unacceptable Behaviour include bullying, harassment, insubordination
- There can be overlap that a suspension can fall under two categories such as Drug and Alcohol and Assaultive Behaviour
- Suspensions are tracked over years to watch trends in statistics
- Trustee Bartlette asked to see a summative report on the trends. In response, Mr. Shamray reviewed the suspension data report (K-12 Suspension Report 2002-2012) that was distributed to the Board of Trustees in the Report to Senior Administration on January 14, 2013. This information showed that the numbers of drug and alcohol related suspensions vary throughout the years
- At Crocus Plains, most students under the influence are almost exclusively marijuana
- Trafficking is mainly marijuana; are getting into harder drugs such as ecstasy and cocaine
- Vincent Massey has also seen an increase in prescription overuse
- At Crocus Plains, students are disclosing that when students are getting high, they aren't returning to school
- Chief Grant noted that at the last Chief of Police meeting, data was shown that students are using marijuana just to get through their day. These students aren't normally causing problems in school, so their use may not be detected
- Students, in general, do not learn when they are under the influence

Partner Updates

Addictions Foundation of Manitoba

- Ms. Hockley apologized for not attending the last few meetings. She has taken on a new role and there have been a lot of changes over the past year
- A new supervisor has been hired for the AFM workers that are in the schools; still recruiting for a residential supervisor
- Ms. Hockley has had met with Mr. Adamski to discuss the correlation of drug use and gang relation. Off Campus and Crocus Plains have higher number of students that are involved in both
- Use of over the counter opiates are high in the schools
- There are a lot of students seeing the AFM counsellors. A number of them are getting support regarding an adult/guardian that is using drugs

- There are a number of children being hospitalized for weekend drug use/binge drinking. Marijuana use is still the highest

Assiniboine Community College

- There are many Healthy Campus initiatives being held; addressing mental health in particular
- Had a cram jam where students could attend the College, work late and take part in stress reducing activities

Brandon Friendship Centre

- Preparing for school powwows and Aboriginal Centre at the fair
- Headstart's graduation is next month
- Looking forward to the playground development and daycare expansion at George Fitton School
- Youth Centre has been scaled back due to funding
- Treaty meeting will be held today at Knox United Church
- Stepping Out on Saturdays will be running a camp on Wednesdays in summer; in addition to their regular camps

Brandon Ministerial Association (*report received by email*)

- *The Ministerial talked about the stats from the last presentation. We wondered if there were any statistics comparing substance use by school athletes as compared to the general population*
- It was agreed that students involved with sports tend to use less
- There is an increase in binge drinking amongst hockey players. As well as an increase in use of chewing tobacco amongst athletes
- Mr. Shamray noted that eCigarettes were discussed at the Principals' Association Meeting. eCigarettes can be addictive as well. Some can be purchased that you can fill yourself, so people are filling them with drugs/alcohol
- Everyone agreed that there is not enough data to comment at this point, it is a "wait and see" what the impact will be
- AFM have added eCigarettes under their Workplace Health and Safety to treat them the same as cigarettes
- Crocus Plains has just started hearing about students accessing eCigarettes. Haven't had any student wanting to use them on school property

Brandon Police Service

- BPS presented their Strategic Plan this past weekend. It can be reviewed on the website. Key points include:
 - Diversity in the community – how to incorporate into the Strategic Plan
 - Community mobilization – what strategies can be employed to keep community members on the right track – rely on other professional/colleagues for their expertise as well
 - Winnipeg is working with the Community Mobilization model as well (pilot project)
 - BPS is looking at bringing in speakers in September to speak on this initiative

- Mr. Shamray noted that he felt this is great progress. With having to work under FIPPA/PHIA, everyone works in isolation – all organizations are basically working with similar clientele
- Chief Grant noted there will be a respectful way that organizations will be able to work together, respecting FIPPA/PHIA

Brandon School Division Schools

High Schools

Crocus Plains

- Mr. Gustafson expressed his appreciation to Chief Grant in his work on the Community Mobilization Plan
- There has been a huge increase in the number of students with underlying issues
- Crocus Plains Regional Secondary School is looking at student supports to reorganize staff. The school will be going from three counsellors and one social worker to two counsellors and two social workers
- Implementing the SOS (support our students) system. Staff will be able to choose a student name that will send an email to the case manager or to the intake systems whenever the staff member needs to identify a need for support for the student
- The new process will mean structure changes so that the physical office structures facilitate communication

Neelin

- Had a busy spring with Drug and Alcohol suspensions
- More students in Grade 9 are using drugs and alcohol
- It is disturbing to think that Principals now have another thing to watch for – eCigarettes
- Neelin has completed their musical production – Dirty Rotten Scoundrels
- Activities have been ongoing all week regarding MyGSA (gay, bisexual, transgender) <http://mygsa.ca/>
- Completed the Tell Them From Survey with students. This survey included indicators on drug and alcohol use
- Students seem to have ready access to marijuana

Vincent Massey

- Completed report under the High School Suspension Data report

Elementary/Middle Schools - no report

Youth Revolution Update

- Thursday, May 29, 2014 will be the YR Ceremony
- There were 300 YR members last year; 628 members this year
- Two videos were shared with the Coalition that spoke to how the Youth Revolution has impacted school counsellors and students and changed their school/lives. These videos will be presented at the National CSBA Congress 2014 in Niagara Falls, ON

- 96% of students in the YR are in grades K to 8
- Parent sessions were held throughout the spring. The parent sessions have not been well attended; however, Westman Communications Group (WCG) has taped them and they will be running on WCG and posted on the Brandon School Division web site
- Lili Jardine will be taking a leave of absence next year. Angela McGuire Holder will be filling her position

Brandon University – no report

CFB Shilo – no report

Child and Family Services – no report

City of Brandon – no report

Community Development Department

- Youth Wellness Day – seems to be less importance put on students mental health – only 268 grade 10 students attended the event
- Youth Activity Centre's will be held for children ages 7 to 15 at:
 - 1140 9th Street;
 - 1428 Louise Avenue; and
 - 405 Park Street.

These Centres are always very well attended during the summer months. YAK South will only service students ages 7 to 9 years of age. The centres will be open from July 2 – August 28, 2014, afternoons only. There is no cost for students to attend
- Looking at hiring mentors/instructors for the skateboard park. The presence of staff brings out more families
- Working with Brandon University to create a community garden
- Rideau Park grand opening will be June 26, 2014
- A Family Resource Centre has been developed on Westaway Bay
- Brandon Neighborhood Renewal Corporation is working on a pilot project to reduce child homelessness
- Youth Centre has a tentative opening date of October 14, 2014

Family Services and Labor

- Programs range from job connections to breaking the cycle of poverty. Drugs and alcohol play a big part in these situations
- Government is committed to getting more daycare facilities
- Family Services and Labor deal with family conciliation. They would be available for presentations on separation and divorce. Would like to have a model taught to school counsellors to help the students during the school year

Prairie Mountain Health

- Clara's Big Ride will be on Thursday, June 12, 2014; a lot of mental health resources will be available
- Clara Hughes will also be doing a presentation at the grade 7/8 level the next day
- Children's Country Fair will be held on Sunday, June 1, 2014. This event has moved to the Kirkcaldy Heights School grounds. The Sportsplex will be holding a free swim that day

Child and Adolescent Treatment Centre

- Co-occurring disorders – new employees, require training
- Had a recent partnership with AFM re: Teen Clinic that targeted health and marijuana use
- Serviced 288 patients last year
- Doing more resiliency based health promotion in younger years for preventative measures

Probation Services – no report

Teen Challenge – no report

Next Meeting Date

TBD



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

May 26, 2014

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“Accepting the Challenge”

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This report from members of the Brandon School Division Senior Administration is submitted respectfully for your consideration, action, and information.

Dr. Donna M. Michaels
 Superintendent of Schools/
 Chief Executive Officer

A. Business Arising for Board Action

I. PRESENTATIONS

FROM SCHOOLS

Meadows School

FROM LEARNING SUPPORT SERVICES

Cultural Proficiency Video – Kelli Boklaschuk, Communications and Technology Specialist
and Joanna Ford, English as an Additional Language Specialist

II. HUMAN RESOURCES

III. SECRETARY-TREASURER

1. CHANGE OF MEETING DATE

For Action.....D. Labossiere

At the May 12, 2014 Regular Board Meeting, The Board agreed to change the July 14, 2014 Regular Board Meeting to July 7, 2014. The purpose of this rescheduling would allow the Board to meet closer to the end of the 2013-2014 school year. A motion to change the date of the July, 2014 meeting has been included in the agenda for the Board's consideration.

RECOMMENDATION:

That the Regular Meeting of the Board scheduled for July 14, 2014 be changed to July 7, 2014 in order to allow the Board to meet closer to the end of the 2013-2014 school year.

2. KINETTE CLUB OF BRANDON - SCHOLARSHIP

For Action.....D. Labossiere

The Kinetite Club of Brandon would like to establish an award for a student graduating from the Neelin High School Off-Campus Program. The conditions for establishing the award have now been completed and an Agreement prepared. The award is to be known as the "Kinetite Club of Brandon Award" in the amount of \$100.00 for the 2013-2014 school year for a graduating student from the Neelin High School Off-Campus Program. The Agreement is attached as Appendix A. A recommendation approving the Agreement is included in the agenda. Please contact me should you have any questions in this regard.

RECOMMENDATION:

That the Agreement for establishment of an award for a student graduating from the Neelin High School Off-Campus program to be known as the "Kinetite Club of

Brandon Award” in the amount of \$100.00 for the 2013-2014 school year be approved and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

IV. SUPERINTENDENT OF SCHOOLS

1. ÉCOLE SECONDAIRE NEELIN HIGH SCHOOL OFF-SITE ACTIVITY REQUEST

For Action.....G. Malazdrewicz

École secondaire Neelin High School has submitted an off-site activity request (attached as Appendix B for Board of Trustees consideration) for sixteen (16) male grades 9 – 12 football students, from École secondaire Neelin High School to make a trip to Vermillion, SD from July 9 – July 12, 2014.

Mr. Michael Adamski, Principal, École secondaire Neelin High School and Mr. Greg Malazdrewicz, Associate Superintendent, have given approval for this trip in accordance with the requirements of Board Policy 4001. Approval from the Board of Trustees is respectfully requested.

RECOMMENDATION:

That the trip involving sixteen (16) male grades 9 – 12 football students, from École secondaire Neelin High School to make a trip to Vermillion, SD from July 9 – July 12, 2014 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

V. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES

1. INQUIRY FROM TRUSTEE SUMNER – GRADUATION AND CERTIFICATE REQUIREMENTS

For Information.....G. Malazdrewicz

At the March 10, 2014 Board Meeting Trustee Sumner inquired about all current diploma and certificate options offered in our senior high schools, with information on the credit requirements for each.

General Manitoba Education Graduation Requirements

From Grade 9 to Grade 12, students earn course credits towards high school graduation. The credit system provides flexibility to enable students to pursue Senior Years courses best suited to their individual requirements and aspirations.

To obtain a Manitoba high school diploma, students must accumulate a minimum of 30 credits from a combination of compulsory and optional courses.

An overview of all pertinent materials can be found at:

http://www.edu.gov.mb.ca/k12/policy/grad_require.html

Program requirements for diplomas awarded by Brandon School Division high schools are as follows:

- Senior Years English Program
http://www.edu.gov.mb.ca/k12/policy/gradreq/grad_req_en.pdf
- Senior Years French Immersion Program
http://www.edu.gov.mb.ca/k12/policy/gradreq/grad_req-fi.pdf
- Senior Years Technology Education Program
http://www.edu.gov.mb.ca/k12/policy/gradreq/grad_req_te.pdf

Attached as Appendices C, D, and E are examples of the information found on the web links above.

Course offerings within our high schools are selected from provincially approved curriculum as outlined in the Subject Table Handbook. (

http://www.edu.gov.mb.ca/k12/docs/policy/sth/sth_2013_2014.pdf and
http://www.edu.gov.mb.ca/k12/docs/policy/sthte/sthte_2013_2014.pdf)

School Registration Information

- Crocus Plains Regional Secondary School
<https://www.bsd.ca/schools/Crocus/ForStudents/Grades10-12Reg/Documents/Reg%20Guide%202014-15.pdf>
- Ecole secondaire Neelin High School
<https://www.bsd.ca/schools/Neelin/Documents/2014-2015%20Registration%20Guide%20Jan%2031.pdf>
- Vincent Massey High School
<https://www.bsd.ca/schools/Massey/News/february2014/Documents/2014-15%20REGISTRATION%20GUIDE.pdf>

Certificate Programs

Certificates are awarded at all three high schools to focus student registrations in their areas of interest while filling their option course selections. The certificates generally organize student selections into useful post-secondary clusters for exploration and enhanced preparation.

This is provided as information.

B. Administrative Information

I. HUMAN RESOURCES

1. PERSONNEL REPORT

For Information..... B. Switzer

Included in the agenda package as Confidential #1 is the Personnel Report, a listing of resignations and employment approved by the Superintendent of Schools and Secretary-Treasurer since the last meeting.

II. SECRETARY-TREASURER

III. SUPERINTENDENT OF SCHOOLS

SCHOOL VISITS (MAY 2 – MAY 16, 2014)

- May 8, 2014 – K-8 Principal Update Meeting
- May 8, 2014 – Chad Cobbe, New Era, Principal Update Meeting
- May 13, 2014 – Mathew Gustafson, Crocus Plains, Principal Update Meeting
- May 13, 2014 – Bruce Shamray, Vincent Massey, School Update Meeting

1. *SCHOOL INFORMATION*

For Information..... D. Michaels

A. QUALITY LEARNING

QUALITY LEARNING AT MEADOWS SCHOOL

Report prepared by Mr. Dave Lim, Principal, Meadows School

We at Meadows feel it is important to provide rich experiences for our students beyond the realm of the everyday classroom. We strive to expose the students to a variety of high interest topics and career choices through our “Lunch and Learn” program.

Our Lunch and Learn program consists of a learning session approximately one day per month. Students in the Middle Years are given the topic of the speaker and are invited to sign up for the session. Brandon has a rich community full of interesting and talented people to draw from, and the students are never disappointed with their opportunity to sit and talk with our presenters.

Students eat their lunch while the guest talks to the students about what they do, how they trained or found this career or passion, demonstrate their work, etc. Then the students are free to ask questions and enter into a discussion with our guest, or even try a related activity.

This program has been running for two years now, and is very well received by the faculty and students alike. Our guests have included: an engineer, radio personality, police officer, astronomer, judo champion, esthetician, veterinarian, photographer/journalist, artist, cartoonist, and an expert on animal care and protection.

We look forward to sessions from a variety of new and exciting community members in the future as the program continues to provide rich experiences for our students at Meadows.

Student Specific Achievements

The theme of student activism is still going strong at Meadows School. Students understand that they can make a positive difference in their community and the world in which they live by taking action.

On March 6, 2014 - Grade 5 student Jessica Brown and a group of her Grade 5/6 friends held a "Hope for Paws" fundraiser at Meadows School. The girls raised over \$330.00 for the Humane Society by selling bracelets, painting nails and raffling off a cake.

On March 14, 2014 - Grade 3/4 students from Mrs. Harvey-Zenk and Mrs. Janzen's class who call themselves "Maddy's Mustangs" rode for their classmate Maddy in the Westman Cerebral Palsy Stationary Bike Race. The class raised \$1,500.00 for the Cerebral Palsy Association. "Maddy is not just our friend, she is part of our family in this class," said one of her class mates.

B. QUALITY TEACHING

QUALITY TEACHING AT EARL OXFORD SCHOOL

Report prepared by Mr. Rick Stallard, Principal, Earl Oxford School

Key accomplishments to date:

- Meetings and discussions with Early and Middle Years groups to analyze and assess Fountas and Pinnell results.
- Staff collaboratively working with High Ability Learner Enrichment Programming (HALEP) teacher to implement cluster units and activities with Middle Years grades 5 to 8.
- Initiated Literacy Scrums once a month to review and plan for individualized student need. We collaboratively working to implement group work and address literacy needs at the Early and Middle Years levels.

- Teacher librarian is working with classes on research/inquiry process projects using Information Communications Technology (ICT) applications and strategies. Teacher Librarian also collaborates with Classroom teacher as Professional Development opportunity with Literacy.
- Implemented Response to Intervention (RTI) Model in Earl Oxford resulting in collaborative teaching and group work with students at all levels.
- Staff has been versed on the 3 C's of Education at Earl Oxford in terms of producing Quality Teaching Collaboration – Communication - Connecting! COLLABORATIVE Teamwork for School Year and the importance of Quality COMMUNICATION. As well as the significance of CONNECTING with students, parents, and colleagues to encourage and enhance student growth on a daily basis. Emphasis is certainly directed to students first!

C. QUALITY SUPPORT SERVICES

QUALITY SUPPORT SERVICES AT CROCUS PLAINS REGIONAL SECONDARY SCHOOL

Report prepared by Mr. Mathew Gustafson, Principal, Crocus Plains Regional Secondary School

Crocus Plains is seeing an increase in the complexity and severity of issues facing our youth. These issues may manifest themselves in truancy, lack of credit completion or inappropriate behaviour. However, the origins of the issues often reside not only in education but also involve child welfare, justice, addictions and mental health.

To respond appropriately in supporting the student, Crocus Plains is engaging in the following change process.

- Defining support as not only the intervention but also includes the appropriate monitoring
- Creating an early identification process for timely support. Crocus will utilize the SOS (support our students) system. Staff will be able to choose a student name that will send an email to the case manager or to the intake system whenever the staff member needs to identify a need for support for the student.
- Reorganization from three counselors and one social worker to two counselors and two social workers.
- Reorganization of administration, counselors, resource teachers, and social workers to reflect the Response to Intervention framework.
- Implementation of an intake or triage system
- Redefining of the teaming process.
- Implementing a communication process that facilitates the teaming and monitoring processes. .
- Formalize the monitoring process that parallels the intervention. The more individualized and intensive the intervention, the more intensive the required

monitoring. Monitoring informs the team of the effectiveness of the intervention and provides information on potential changes to the intervention.

Implementation is scheduled for September 2014.

2. ADMINISTRATIVE AND STATISTICAL INFORMATION

SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>NO./DAYS</u>	<u>REASON</u>
ARYP	1 total	1 – 15 day	Assaultive Behaviour
Betty Gibson	1 total	1 – 3 day	Assaultive Behaviour
Crocus Plains	2 total	1 – 5 day 1 – 5 day	Assaultive Behaviour Unacceptable Behaviour
Earl Oxford	1 total	1 – 10 day	Assaultive Behaviour
Neelin	10 total	1 – 3 day 2 – 3 day 1 – 5 day 3 – 5 day 1 – 15 day 1 – 15 day 1 – 30 day	Assaultive Behaviour Unacceptable Behaviour Drug and Alcohol Policy Unacceptable Behaviour Drug and Alcohol Policy Assaultive Behaviour Assaultive Behaviour
Vincent Massey	4 total	1 – 3 day 1 – 5 day 1 – 15 day 1 – 30 day	Unacceptable Behaviour Unacceptable Behaviour Assaultive Behaviour Assaultive Behaviour

ENGLISH AS AN ADDITIONAL LANGUAGE (EAL) ENROLMENT UPDATE / APRIL 30, 2014

The Brandon School Division Currently has 1360 English as an Additional Language (EAL) Students.

- 14 new registrations were received from April 1 – 30, 2014;
- 5 students left the Brandon School Division from April 1 – 30, 2014.

The number of new EAL registrations received to date for the 2013/2014 school year is as follows:

Month of Registration	Number of New EAL Registrations Received
September 2013	120
October 2013	12
November 2013	9
December 2013	5
January 2014	18

February 2014	7
March 2014	12
April 2014	14
Total	197

The current school totals are as follows:

	Current Total	Students who have left the Division 2013/2014	Students who have left the Division 2012/2013	EAL Discontinued (Stage 5+) 2013/2014	EAL Discontinued (Stage 5+) 2012/2013
Alexander	1				
Betty Gibson	141	16	4		
Crocus Plains	235	27	11		
Earl Oxford	57	4			
George Fitton	99	4	5		
Green Acres	23	1	1		
Harrison	0				
J.R. Reid	28		4		
King George	102	6	5		
Kirkcaldy Heights	27		1		
Linden Lanes	22	1	3		
Meadows	102	13	8		
Neelin	30	5	2		1
New Era	126	11	17		
O'Kelly	22	5			
Riverheights	75	5	1		7
Riverview	39	6	1		
Spring Valley	24				
St. Augustine	41	4			4
Valleyview Centennial	13		1		1
Vincent Massey	101	7	14	29	46
Waverly Park	52	1	1		
Total	1360	116	79	29	59

The number of students who left Brandon School Division from April 1 – 30, 2014 is five (5). Of these students:

- three (3) moved out of the province; and
- two (2) moved out of the country.

One (1) student changed catchment areas within the Division in April.

3. CORRESPONDENCE

For Information..... D. Michaels

CORRESPONDENCE RECEIVED FROM LORI PATTERSON, TARA KITT, AND EMMA HARRISON, TEACHERS, WAVERLY PARK SCHOOL

The following correspondence has been received from Lori Patterson, Tara Kitt and Emma Harrison, Teachers, Waverly Park School:

Dear Brooke and Colleen,

On behalf of our grade 1, 2 and 3 students, we would like to thank you for hosting The Wheat City Water Festival on Friday, May 9, 2014. The festival was a huge success and the students all enjoyed their day at Crocus Plains. They have excitedly shared the day's events with their families and all feedback from parents and the community has been very positive!

The ten centers that your students planned were amazing! Each one was hands on, visually appealing and well organized. Our students were engaged and excited to participate in the various activities. Upon returning to the school, we were thrilled to hear students share all that they had learned at the centers. They are now much more conscientious when it comes to water conservation!

Your student leaders at this event were exceptional! The transition from station to station was flawless and our students were on task throughout the day. In addition to working with student leaders at centers, our students were thrilled to have lunch with them as well. Lunch in a high school cafeteria was a real highlight for our students and we appreciated your students with us over the noon hour. At the end of the day, our students were also so excited to tour the school with their high school buddies. Many of our students are already excited about possibly attending Crocus in the future!

We recognize the incredible amount of time and effort that went into hosting this event. It was obvious that this event was a tremendous amount of work to plan and organize. We were so impressed by the number of curricular outcomes you were able to address in one day. The Water Festival was not only fun for students, but very educational as well.

Once again, our sincerest thanks to you both. We look forward to continuing this partnership next year!

THIS AGREEMENT made this _____ day of _____, 2014.

BETWEEN:

THE KINETTE CLUB OF BRANDON
Hereinafter called the “Kinettes”

AND:

THE BRANDON SCHOOL DIVISION
Hereinafter called the “Division”

WHEREAS the Kinettes have offered to fund an award in the Brandon School Division;

AND WHEREAS the monies for this award will be provided for the 2013-2014 School year;

NOW THEREFORE, the parties hereto mutually agree as follows:

1. That the name of the scholarship shall be known as the “Kinette Club of Brandon Award”.
2. That the award shall be in the amount of \$100.00 and shall be awarded to a graduating student from the Neelin High School Off-Campus Program who has exemplified citizenship and contribution to their community.
3. That the staff of the Neelin High School Off-Campus Program shall supervise the selection of the successful candidate notify The Kinette Club of Brandon in order that a member of the club, or their designate, may participate in the award presentation.
4. That this Agreement shall remain in effect for the 2013-2014 school year.

DATED at Brandon, Manitoba this _____ day of _____, 2014

AGREED to on behalf of The Brandon School Division

CHAIRPERSON

SECRETARY-TREASURER

AGREED to on behalf of The Kinette Club of Brandon

President

**GRADUATION REQUIREMENTS
SENIOR YEARS ENGLISH PROGRAM**

Appendix C

To meet the requirements of this program all subjects are taught in English with the exception of other languages studied.

Senior Years English Program Graduation Credit Requirements 2032-2013 School Year (Minimum of 30 credits)		
Compulsory Credits: 17		
Grade 9		Optional Credits: (see your school for complete list) 13 credits from subject areas such as <ul style="list-style-type: none">• language arts (additional courses for credit)• mathematics (additional courses for credit)• sciences (additional courses for credit)• social studies (additional courses for credit)• basic French• other second languages• the arts<ul style="list-style-type: none">- visual arts- music- drama- dance• skills for independent living• technology education<ul style="list-style-type: none">- vocational education- home economics- business and marketing- industrial arts• others as organized by the school
Compulsory Subject Areas (5 credits)		
language arts (English)	1	
mathematics	1	
science	1	
social studies	1	
physical education/health education	1	
Grade 10		
Compulsory Subject Areas (5 credits)		
language arts (English)	1	
mathematics	1	
science	1	
social studies	1	
physical education/health education	1	
Grade 11		
Compulsory Subject Areas (4 credits)		
language arts (English)	1	
mathematics	1	
social studies	1	
physical education/health education	1	
Grade 12		
Compulsory Subject Areas (3 credits)		
language arts (English)	1	
mathematics	1	
physical education/health education	1	
<ul style="list-style-type: none">• Students must meet the entrance requirements of the post-secondary education (college or university), training, or work situation they intend to pursue.• Within the optional subject areas, students must complete one Grade 11 credit and two Grade 12 credits.• Note: School-Initiated Courses (SICs) and Student-Initiated Projects (SIPs) may be used to fulfil the graduation requirements within the optional credits to a maximum of 11 and 3 respectively. Depending on the different requirements of the four school programs recognized by Manitoba Education, the number of possible SICs used as optional credits may vary.		

Note: Manitoba Education recently mandated two new Physical Education/Health Education (PE/HE) courses at grades 11 and 12 as a result of recommendations flowing from the *Healthy Kids, Healthy Futures* Task Force Report. This change will bring Manitoba Senior Years graduation requirements to 29 credits for those students graduating in 2008-2009 and to 30 credits for those students graduating in 2009-2010 and beyond.

**GRADUATION REQUIREMENTS
SENIOR YEARS FRENCH IMMERSION PROGRAM**

Out of a total of 30 credits, a minimum of 14 credits from courses taught in French are required to obtain the provincial diploma in French Immersion. At each grade in Grade 9 and in Grade 10, a minimum of 4 credits must be completed in French and at each grade in Grade 11 and in Grade 12 a minimum of 3 credits must be completed in French.

Senior Years Graduation Credit Requirements 2010-2011 School Year (Minimum of 30 credits)		
Compulsory Credits: 21		
Grade 9		Optional Credits: (see your school for complete list) 9 credits from subject areas such as <ul style="list-style-type: none">• Français (additional courses for credit)• Anglais (additional courses for credit)• autre langues• mathématiques (additional courses for credit)• sciences de la nature (additional courses for credit)• sciences humaines (additional courses for credit)• études technologiques<ul style="list-style-type: none">- formation professionnelle industrielle- économie familiale- affaires et commercialisation- arts industriels• éducation artistique<ul style="list-style-type: none">- arts visuels- musique- arts dramatiques- danse• vie autonome• others as initiated by the school or student
Compulsory Subject Areas (6 credits)		
français	1	
english language arts-Immersion	1	
mathématiques	1	
sciences de la nature	1	
sciences humaines	1	
éducation physique et éducation à la santé	1	
Grade 10		
Compulsory Subject Areas (6 credits)		
français	1	
english language arts-Immersion	1	
mathématiques	1	
sciences de la nature	1	
sciences humaines	1	
éducation physique et éducation à la santé	1	
Grade 11		
Compulsory Subject Areas (5 credits)		
français	1	
english language arts-Immersion	1	
sciences humaines	1	
mathématiques	1	
éducation physique et éducation à la santé	1	
Grade 12		
Compulsory Subject Areas (4 credits)		
français	1	
english language arts-Immersion	1	
mathématiques	1	
éducation physique et éducation à la santé	1	
<ul style="list-style-type: none">• Students must meet the entrance requirements of the post-secondary education (college or university), training, or work situation they intend to pursue.• Within the optional subject areas, students must complete one Grade 11 credit and one Grade 12 credit.• Note: School-Initiated Courses (SICs) and Student-Initiated Projects (SIPs) may be used to fulfil the graduation requirements within the optional credits to a maximum of 11 and 3 respectively. Depending on the different requirements of the four school programs, the number of possible SICs used as optional credits may vary.• Out of a total of 30 credits, a minimum of 14 credits from courses taught in French are required to obtain the provincial diploma in French.		

Note: Manitoba Education recently mandated two new Physical Education/Health Education (PE/HE) courses at grades 11 and 12 as a result of recommendations flowing from the *Healthy Kids, Healthy Futures* Task Force Report. This change will bring Manitoba Senior Years graduation requirements to 29 credits for those students graduating in 2008-2009 and to 30 credits for those students graduating in 2009-2010 and beyond.

GRADUATION REQUIREMENTS

SENIOR YEARS TECHNOLOGY EDUCATION PROGRAM

The Senior Years Technology Education program consists of 16 compulsory credits and an approved cluster of 8 to 14 compulsory technology education credits. Students wishing to graduate from a Senior Years Technology Education Program must fulfill the minimum 30 credit graduation requirement. A cluster of technology education courses must be an approved group of 8-14 department developed and/or approved courses which facilitate the transition from school to work.

Senior Years Graduation Credit Requirements 2010-2011 School Year (Minimum of 30 credits)			
Compulsory Credits: 16			
Grade 9		Optional Credits: (see your school for complete list) 0 to 6 credits from subject areas such as <ul style="list-style-type: none">• language arts (additional courses for credit)• mathematics (additional courses for credit)• sciences (additional courses for credit)• social studies (additional courses for credit)• basic French• other second languages• the arts<ul style="list-style-type: none">- visual arts- music- drama- dance• skills for independent living• technology education (additional courses for credit)<ul style="list-style-type: none">- vocational education- home economics- business and marketing- industrial arts• others as organized by the school	
Compulsory Subject Areas (5 credits)			
language arts (English)	1		
mathematics	1		
science	1		
social studies	1		
physical education/health education	1		
Grade 10			
Compulsory Subject Areas (5 credits)			
language arts (English)	1		
mathematics	1		
science	1		
social studies	1		
physical education/health education	1		
Grade 11			
Compulsory Subject Areas (3 credits)			
language arts (English)	1		
mathematics	1		
physical education/health education	1		
Grade 12			
Compulsory Subject Areas (3 credits)			
language arts (English)	1		
mathematics	1		
physical education/health education	1		
Senior Years Technology Education Program Credits: 8 to 14 <ul style="list-style-type: none">• A minimum of 8 to a maximum of 14 approved credits are required from within an approved Senior Years Technology Education Program cluster.• Plus students must fulfil the minimum 30 credit graduation requirement by completing (0 to 6) credits from the optional category. To graduate with an approved Senior Years Apprenticeship Option , students must complete the 16 compulsory requirements and 8 approved Senior Years Apprenticeship Option credits, along with the optional credits (0 to 6).			
<ul style="list-style-type: none">• Students must meet the entrance requirements of the post-secondary education (college or university), training, or work situation they intend to pursue.• Within the approved Senior Years Technology Education Program cluster, students must complete a minimum of two Grade 11 credits and two Grade 12 credits.• Note: School-Initiated Courses (SICs) and Student-Initiated Projects (SIPs) may be used to fulfil the graduation requirements within the optional credits to a maximum of 11 and 3 respectively. Depending on the different requirements of the four school programs, the number of possible SICs used as optional credits may vary.			

Note: Manitoba Education recently mandated two new Physical Education/Health Education (PE/HE) courses at grades 11 and 12 as a result of recommendations flowing from the *Healthy Kids, Healthy Futures* Task Force Report. This change will bring Manitoba Senior Years graduation requirements to 29 credits for those students graduating in 2008-2009 and to 30 credits for those students graduating in 2009-2010 and beyond.

THIS AGREEMENT made this _____ day of _____, 2014

BETWEEN:

THE FAMILY OF BOB HAMILTON
hereinafter called the Hamilton Family

AND:

THE BRANDON SCHOOL DIVISION
hereinafter called the Division

WHEREAS the Hamilton Family proposes to fund an award in memory of Bob Hamilton, a former Brandon School Division Teacher;

AND WHEREAS the Board of Trustees of the Brandon School Division are agreeable to the establishment and administration of this award;

NOW THEREFORE, the parties hereto mutually agree as follows:

1. That the name of the award shall be known as the “BOB HAMILTON MEMORIAL AWARD”.
2. That the award shall be provided to student(s) graduating from Crocus Plains Regional Secondary School who:
 - a) are of Aboriginal heritage;
 - b) have shown exceptional courage and perseverance when encountered with difficult challenges throughout their high school career; and
 - c) have demonstrated great strength and resilience.
3. That the award shall be in the total amount of Five Hundred Dollars (\$500.00) to be presented to a student who meets the criteria as noted above. In the event two students apply and meet the criteria as noted above, the award may be divided into two equal amounts of Two Hundred and Fifty Dollars (\$250.00) and be awarded to two graduating students from Crocus Plains Regional Secondary School.
4. That the staff of the Crocus Plains Regional Secondary School shall supervise the selection of the successful candidates, which selection shall be based solely on the individual character and resilience of the students.
5. That the Hamilton Family shall be notified in order that they, or their designate, may participate in the award presentation.
6. That this Agreement shall remain in effect for the 2013-2014 school year, subject to renewal on a yearly basis, at the direction of the Hamilton Family.

Dated at the City of Brandon, Manitoba this _____ day of _____, 2014

Agreed to on behalf of The Brandon School Division

Chairperson

Secretary-Treasurer

Agreed to on behalf of the Hamilton Family

Mrs. Joy Hamilton

THIS AGREEMENT made in duplicate this _____ day of _____, 2014

BETWEEN:

BRANDON SCHOOL DIVISION

Hereinafter called the Division

- and -

BRANDON SCHOOLS INSTRUMENTAL MUSIC ASSOCIATION

Hereinafter called BSIMA

WITNESSETH THAT:

AND WHEREAS an Agreement has been reached between the Division and Brandon Schools Instrumental Music Association;

AND WHEREAS the Division will support Brandon Schools Instrumental Music Association in the amount of \$23,900 for instrument purchases and \$38,600 to replace band registration fees for the 2014/2015 school year.

NOW THEREFORE this Agreement witnesseth that in consideration of the mutual covenants and agreement herein contained, the Parties agree as follows:

1. Brandon Schools Instrumental Music Association agrees to provide copies of its Incorporation status prior to August 1st of each year to the Brandon School Division before any funding is transacted.
2. The Brandon School Division agrees to disburse the funds outlined in this agreement to the Brandon Schools Instrumental Music Association as follows:
 - a. The Division agrees to pay BSIMA the funding to replace band registration fees on or after August 1st within a thirty (30) day period; and

- b. BSIMA agrees to submit invoices for instrument purchases to the Division to be paid by the Division up to \$23,900. Any purchases submitted to the Division over and above \$23,900 will be invoiced back to BSIMA and will be subject to the payment conditions stated on the invoice.
 - c. The annual band registration funding of \$50/band student shall be calculated using the actual number of Grade 7 to Grade 12 band students enrolled as of the Term 1/November report for the preceding school year.
- 3. Brandon Schools Instrumental Music Association agrees to use the funding designated for instrument purchases (\$23,900) for that purpose.
- 4. Brandon Schools Instrumental Music Association agrees to use the funding designated to replace band registration (\$38,600) for that purpose.
- 5. This Agreement shall commence on the 1st day of August, 2014 (the "Effective Date") and shall continue until the 31st day of July, 2015.
- 6. (a) This Agreement may be terminated on thirty (30) days notice in writing by either party, such notice to be addressed to, in case of the Division, Secretary Treasurer, and in the case of the BSIMA, the President.

(b) This Agreement will also be terminated in the event of default of either party of any term or condition of this Agreement, but only provided that the party not in default has served notice of default on the defaulting party, and after fifteen (15) days from the date of sending of such notice, the defaulting party has failed to cure its default.

For the purpose of this Agreement, default shall include, but not be limited to the following:

- i. Failure by the Division to advance the monies pursuant to this Agreement;
- ii. The failure of the BSIMA to use the funding for instrument purposes pursuant to Paragraph 3, and/or to replace band registrations as set out in Paragraph 4;
- iii. The failure of the BSIMA to maintain its corporate registration and its Annual Returns throughout the course of the term of this Agreement; and
- iv. The bankruptcy or insolvency of either party.

7. This Agreement shall enure to the benefit of and be binding upon the Parties hereto, their respective successors and assigns.

IN WITNESS WHEREOF the Division has executed these presents by the hand(s) of its proper signing officer(s) in that behalf, this _____ day of _____, 2014, and Brandon Schools Instrumental Music Association has executed these presents by the hand(s) of its proper signing officer(s) in that behalf, this _____ day of _____, 2014

Brandon School Division

Brandon Schools
Instrumental Music
Association (BSIMA)

Chairperson

President

Secretary-Treasurer

Financial Officer