

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES, THE BRANDON SCHOOL DIVISION, HELD IN THE J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE, 1031 - 6TH STREET, BRANDON, MANITOBA, AT 7:00 P.M., MONDAY, JUNE 13, 2011

PRESENT:

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

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

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

The Chairperson welcomed all in attendance to the meeting.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Secretary-Treasurer, Mr. Barnes, noted the following items:

- Under Section 2.01 – “Report of Sr. Administration” – the addition of a report on video streaming of Board meetings.
- The cancellation of the June 20th, 2011 Special Board Meeting under Section 3.03 – “Announcements”.

Superintendent, Dr. Michaels, requested the addition of two In-Camera personnel matters.

Trustee Ross requested the addition of two In-Camera items.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Regular Board Meeting held May 24, 2011 were circulated.

Mr. Sefton – Mr. Bartlette
That the Minutes be adopted.
Carried.

- b) The Minutes of the Special Board Meeting held June 1, 2011 were circulated.

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

2.00 GOVERNANCE MATTERS:

- a) Trustee Snelling acknowledged the contribution of Brandon University with respect to the relocation of Kirkcaldy Heights School, as well as the assistance the Division received from Rolling River, Beautiful Plains, and Southwest Horizon School Divisions.

2.01 Presentations For Information

2.02 Reports of Committees

- a) Divisional Futures & Community Relations Committee Minutes

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

Trustee Bartlette noted Dr. Michaels had stated that many of the initiatives discussed at this meeting could be rolled into the Board's Governance Goals and requested clarification. Superintendent, Dr. Michaels noted discussions regarding use of facilities and the University's proposed wellness centre; the Memorandum of Understanding and its relationship to the Division's goal regarding community relations and partnerships; Professional Development School and the Division's Education goals; as well as teacher recruitment were all examples related to the Board's Governance Goals.

Trustee Bartlette also requested clarification regarding possible joint advocacy with respect to funding for students. The Superintendent noted this had not been discussed between administrators as it was a matter to be discussed between the Board of Governors and the Board of Trustees.

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

The written report of the Divisional Futures and Community Relations Committee meeting held June 3, 2011 was circulated.

Trustee Snelling noted that school administrators were often in attendance when the Committee met with the students. At the meeting with the students of Green Acres, concern had been expressed about the lunchroom location and immediately following this meeting the matter was addressed by the school principal and the lunchroom was moved. Trustee Sumner noted all meetings with students had proven to be a very positive experience.

Mr. Bartlette – Mr. Sumner
That the Minutes be received and filed.
Carried.

b) Personnel Committee Minutes

The written report of the Personnel Committee meeting held May 24, 2011 was circulated.

Dr. Ross – Mr. Karnes
That the Minutes be received and filed.
Carried.

c) Finance Committee Minutes

The written report of the Finance Committee meeting held May 26, 2011 was circulated.

Trustee Murray noted the Minutes should be amended to reflect that the Government states Divisions should have a “maximum” of 4% in their accumulated surplus and not a “minimum” of 4%.

Discussions were held regarding the accumulated surplus.

Trustee Murray noted the Board could afford to give each of the nine schools requesting funds for playgrounds the sum of \$10,000 from accumulated surplus. He also felt the Board could afford to give \$75,000 for renovations to Earl Oxford School to house the B.J. Hales Museum. He confirmed this would still leave plenty of money in the accumulated surplus. He noted the Division had just signed a four year agreement with teachers and so setting money aside for that was no longer a concern. Also the PSFB covers such sudden events as boiler replacements. He spoke about the status of the playgrounds in the Division and the fact nine schools need to replace their playground. He felt the Board needed to be clear that funding these nine playgrounds was not a precedent as the Division may not have the money in the future to assist the schools raising funds for playgrounds. He spoke about what children learn through the use of play structures noting an investment in playgrounds was an investment in the community. He asked why the Board was hoarding the money?

Trustee Kruck noted he would prefer to wait for the status report on playgrounds. He reminded the Board about their equity policy and noted the report the Board had recently received regarding the computer ratio did not reflect that policy and therefore he would rather put money towards computers first.

Trustee Sumner asked how much surplus was required if the Board wanted to maintain its current rate. Mr. Barnes, Secretary-Treasurer, reviewed the information attached to the Finance Committee Minutes.

Trustee Ross noted the auditors recommend an accumulated surplus of 5% while the Government states the accumulated surplus should be no more than 4%. She did not feel 4% was excessive. She was reluctant to spend from surplus on the one request because it was first on the table. She noted the Board had other requests from their proposed budget deliberations. She asked the Board to be cautious and reminded the Board that it was not their mandate to fund playground equipment. She also stated it was not the playground equipment that meets the needs of the physical education curriculum. She asked that the Board look at all requests in context. She encouraged Trustees to remember there was a Provincial election in the fall and the Board did not know the financial impact on education dollars that would result from that election. She asked that the Board wait until after the election before making any final decisions.

Trustee Sefton renewed his statements made at the previous meeting noting literacy and numeracy needs must come first. He is not opposed to playgrounds but noted literacy and numeracy needs should be addressed first. He also felt giving money to the nine schools currently requesting funds for playgrounds did in fact establish a precedent. He did not feel the Division was hoarding money but saving it for educational needs.

Trustee Karnes felt this was a budget issue to be discussed in February and March and not at this time.

Trustee Snelling requested clarification regarding the budget for playgrounds. Secretary-Treasurer, Mr. Barnes noted \$15,000 a year was provided. He also spoke to how the funds had been distributed and committed to date.

Trustee Bowslaugh expressed concern regarding the lack of information on the nine playgrounds currently in progress. She also expressed concerns regarding equity and access to funds for those schools currently not included in the current list of nine schools. She agreed with the recommendation to receive a report before making any decisions and ensuring the same thing can be done for all schools.

Trustee Bartlette noted as a Trustee the Board needs to look at all needs in the Division and the Board must attempt to balance it all. Playgrounds are a long standing problem. He asked that the Board investigate what course of action they are going to take and do it in a timely manner.

Trustee Sumner stated he was respectful of the budget process but realized sometimes things come up over the year that need to be dealt with immediately. He noted the price tag on equipment is considerable. Although he does not share the concerns of precedent setting he noted this is the new reality. \$10,000 per school is a start and a step in the right direction to help the schools move forward. He asked for an expedited review of the surplus.

Trustee Snelling noted he had spoken to colleagues at the BNRC asking for assistance in writing foundations for grants. He confirmed they would be willing to help but noted that unless the school division puts money into the playgrounds the foundations will not support it. Foundations see the playgrounds as the responsibility of the school division. He confirmed as a taxpayer it is frustrating

that it always seems to be someone else's responsibility. Mr. Snelling noted that pea gravel is required in all playgrounds for safety purposes and wondered if in future budgets it might be possible to include this item as part of the maintenance budget so that parents do not have to worry about fundraising for pea gravel.

Dr. Ross – Mr. Sefton

That the Minutes be received and filed.

Carried.

d) Friends of Education Committee Minutes

The written report of the Friends of Education Committee meeting held June 1, 2011 was circulated.

Trustee Bowslaugh expanded on the Minutes regarding the Division Archives. Discussions were held regarding donations to playgrounds through Friends of Education and the issuance of tax receipts. It was also confirmed that tax receipts can be issued for "gift in kind" services.

Mr. Sefton – Mr. Karnes

That the Minutes be received and filed.

Carried.

e) Policy Review Committee Minutes

The written report of the Policy Review Committee meeting held on June 7, 2011 was circulated.

Trustee Bartlette highlighted the items that the Committee has requested Senior Administration provide follow-up on.

Mr. Bartlette – Mr. Sumner

That the Minutes be received and filed.

Carried.

f) Other

- Trustee Snelling spoke to the Employee Long Service Recognition Evening held May 31, 2011 at City Hall and asked that the same venue be booked again for 2012.
- Trustee Bartlette spoke to the Brandon School Division Long Service Retirement Dinner held on June 9, 2011.

2.03 Delegations and Petitions

NIL

2.04 Communications for Action

- a) Mrs. Agnieszka Desjardins and Mrs. Kyleigh Bromley, Vincent Massey High School, May 25, 2011, noting from September 26th to October 2nd, 2011, two Student Council members will be representing Vincent Massey at the 2011 Canadian Student leadership Conference in Corner Brook Newfoundland. The conference allows students to develop their leadership skills through seminars, workshops, cultural events and a series of keynote speakers. It is an excellent opportunity for students to collaborate and make connections with other students in leadership positions across Canada. The costs for the conference are quite high this year. Students have put forth some out-of-pocket expenses and a series of fundraisers throughout the summer have been organized. They have attached a breakdown of the various costs associated with attending the conference and request additional financial support from the Board of Trustees.

Referred Motions.

- b) Cliff Cullen, PC Education Critic, May 4, 2011, noting the government has introduced *Bill 28: The Public Schools Amendment Act (Reporting Bullying and Other Harm)*, which will establish a province-wide approach to how student bullying and other unacceptable conduct in schools is reported. As the Education Critic for the Official Opposition, he would like to receive as much feedback as possible from education stakeholders on Bill 28, especially in regard to how the content of the Bill compares to current school and divisional policies on student misconduct and how effective the Bill will be in practice. A full copy of the Bill can be found at <http://web2.gov.mb.ca/bills/39-5/b028e.php>.

Referred Business Arising.

- c) BDO Canada LLP, May 30, 2011, advising they have audited the accompanying Schedule of Compensation of the Brandon School Division and a summary of significant accounting policies and other explanatory information for the year ended December 31, 2010. The Schedule has been prepared by management based on The Public Sector Compensation Disclosure Act.

Referred Business Arising.

2.05 BUSINESS ARISING

- From Previous Delegations

- a) Mr. Howard Hoy, Retired Teacher, with a presentation providing a Neelin High School Off-Campus Scholarship update was discussed. Senior Administration was directed to send a thank-you letter to Mr. Hoy acknowledging his efforts in obtaining scholarships for the Off-Campus program.

- From Board Agenda

- a) The correspondence from Cliff Cullen, PC Education Critic, from Communications for Action 2.04b), noting the government has introduced *Bill 28: The Public Schools Amendment Act (Reporting Bullying and Other Harm)*, which will establish a province-wide approach to how student bullying and other unacceptable conduct in schools is reported and seeking feedback on the proposed bill was discussed. Trustees inquired about possible timelines for providing feedback and what to include in the feedback. It was agreed Senior Administration would prepare a public presentation to be presented to the legislature when Bill 28 is brought forward.
- b) The correspondence from BDO Canada LLP, from Communications for Action 2.04c) advising they have audited the accompanying Schedule of Compensation of the Brandon School Division and a summary of significant accounting policies and other explanatory information for the year ended December 31, 2010 was discussed. The Secretary-Treasurer provided additional information regarding the audit.

- MAST issues (last meeting of the month)**- From Report of Senior Administration**

- a) School Reports – NIL
- b) Instructional Reports – Psychologists – S. Touzin and B. Jones

Mr. Stéphane Touzin and Ms. Barb Jones, two of the Division's Psychologists, spoke to the Board of Trustees regarding the role of the Psychologist in the Division. They provided background information on the history of the role of the Psychologist as well as information on their current role. They noted the current services provided by school psychologists, including the services provided by the Learning Disability Consultant. They reviewed the various assessments conducted; the consultative services provided; as well as several additional services. They provided a summary of the assessments and consultations provided over the past school year. The position created by the retirement of one psychologist had not yet been filled and the realignment of responsibilities which had taken place as a result of this vacancy were highlighted. Trustees asked questions for clarification purposes, including the number of assessments conducted in a year; the inhibitors or restrictors they encounter when trying to complete their duties; whether or not they see the results of their consultations; who develops the programming after assessment; and the status of the vacant position.

- c) Items from Report
 - Crocus Plains Regional Secondary School Off-Site Activity Request – Referred Motions.
 - Vincent Massey High School Off-Site Activity Request – Referred Motions.

2.06 Public Inquiries (max. 15 minutes)

8:40 p.m. to 9:10 p.m.

1. Mr. Darren Hardy, President, Brandon Teachers Association, inquired about the budget process and the timelines involved. He inquired about the recent funding requests which had been brought to the Board table and how those requests fit into the budget process. He did not feel it was appropriate to give one topic priority at this time and reminded the Board to remember the lessons they learned about process and consultation from past events. He asked the Board to give the matter the time it deserves, noting it makes the Brandon Teachers Association uncomfortable to see the Board consider only one or two items. He asked the Board to respect the process and follow it.

Trustees discussed whether or not Mr. Hardy had used the public inquiry forum to make a statement or ask a question. Discussions were also held regarding the possibility of holding a separate budget consultation on the disbursement of the accumulated surplus.

2. Ms. Karen Slawinsky, École Harrison School parent, asking the Board of Trustees and the Secretary-Treasurer to not take back the \$30,000 already promised to them for playgrounds. She asked if parents have always been responsible for raising money for school play structures. Mr. Barnes, Secretary-Treasurer, confirmed that parents and the school community have always been responsible for raising funds for school play structures. He confirmed the funds which had been allotted to school playgrounds through the Division's operating budget. Ms. Slawinsky asked if they can look for a Provincial contribution. Trustee Karnes, Chairperson of the Facilities and Transportation Committee, reminded parents that a Provincial election was coming and the matter could be raised with their candidates. He also confirmed that he would discuss the playground situation at the upcoming Facilities and Transportation Committee meeting.
3. Ms. Ramona Coey, École Harrison School parent, noted the plans for the Middle School Ground playground was set to go but she had been advised that these plans may now be put on hold due to the recent funding announcement regarding a new gym for George Fitton School which may affect where the new Middle School Ground playground will be situated.
4. Ms. Cynthia Brown, George Fitton School parent, confirmed the plans for the Middle School Ground playground were still able to go ahead. She noted there were several community issues which still needed to be addressed with respect to implementation of the playgrounds.
5. Ms. Lorie Stutsky, Meadows School parent, noted she had a child who had been injured on the school playground and expressed concern that the matter had now become a safety issue. She noted education does not just happen in the classroom. She asked who is going to come up with the funds? Mr. Barnes, Secretary-Treasurer, confirmed that the Division is responsible for the upkeep and maintenance of the play structure, noting the structures are checked by the school custodians and any issues are to be reported to the Maintenance

Department. He noted this was why the Finance Committee had recommended a study of the status of the Division play structures, in order to determine priority.

6. Ms. Ramona Coey, École Harrison School parent, spoke to the issues surrounding the nine playgrounds for which funds are currently being raised. She spoke about the importance of play grounds and play structures to children.

Trustee Kruck requested clarification as to why playgrounds are being torn down. The Secretary-Treasurer noted the play structures were life expired, except in the case of École Harrison School which never had a playground before as it had previously been a high school and a grade 5 to 8 school.

7. Ms. Debbie Arpin, President, Local 737, noted she agreed with the comments and concerns expressed by the BTA President, Mr. Hardy. She also noted that none of the schools fundraising for playgrounds had approached CUPE about financial assistance and therefore stated not all areas had been tapped out. She also inquired about the possibility of using school fees to help build playgrounds.

Ms. Arpin also presented Sheri Bailey with flowers to thank her for her assistance to CUPE throughout the school year.

BREAK: 8:10 p.m. to 8:20 p.m.

2.07 Motions

- 69/2011 Mr. Murray – Mr. Bartlette

That the request for financial assistance for two Vincent Massey High School students to attend the Student Leadership Conference to be held in Corner Brook, Newfoundland from September 26 to October 2, 2011 be approved in the amount of \$800.00.

Carried.

- 70/2011 Mr. Karnes – Dr. Ross

That the trip involving 27 high school photography students from Crocus Plains Regional Secondary School to Hawaii from March 22, 2012 to March 31, 2012 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Kruck asked if there was not a closer destination students could go to in order to meet their photo needs; what group fundraising had taken place; and if parents were required to make a down payment. The Associate Superintendent answered Trustee Kruck's questions.

Carried. (Trustee Kruck and Bartlette opposed).

- 71/2011 Mr. Murray – Mr. Bartlette

That the trip involving 22 high school Spanish students from Vincent Massey High School to Italy and Spain from March 21, 2012 to March 29, 2012 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Kruck referencing the off-site policy, asked if any students were able to raise funds for the whole activity and if students were aware they could approach the principal for funding. Trustee Sumner asked why the Spanish students were also travelling to Italy. The Associate Superintendent answered the questions raised.

Carried.

72/2011 Mrs. Bowslaugh – Mr. Karnes

That the proposal from Hard Line Construction in the amount of \$92,960 including taxes for the supply and installation of a communications cabling system at Crocus Plains Regional Secondary School be accepted.

Carried.

73/2011 Mr. Murray – Mr. Sefton

That the Tenders and Quotations presented to this meeting be approved as follows:

TENDER – PAPER

The Tender for the 2011/2012 Paper Supplies based upon the quoted unit prices and in the approximate total amounts as follows (applicable taxes extra):

Christie's Office Plus	\$29,152.00
Unisource Canada Inc.	\$ 6,926.65

TENDER – PAPER TOWELS, TOILET TISSUE, AND GARBAGE BAGS

The Tender for Paper Towels, Toilet Tissue, and Garbage Bags for 2011/2012, based upon the tender prices stated and in the approximate total amounts as follows (applicable taxes extra):

Helcor Enterprises/Busy Bee	\$16,576.56
Unisource Canada Inc.	\$41,591.25

QUOTATION – STATIONERY SUPPLIES

The Quotation for the 2011/2012 Stationery Supplies, based upon the quoted prices and in the approximate total amounts (applicable taxes extra):

Christie's Office Plus	\$12,841.10
Supreme Learning	\$14,024.70

TENDER – SCHOOL FURNITURE

The selections made from the Tender for School Furniture for 2011/2012, based on the unit tender prices stated and in the approximate total amounts (applicable taxes extra):

The Accent Group Inc.	\$37,599.05
Schoolhouse Products Inc.	\$ 5,230.25

Carried.

74/2011 Mr. Kruck – Mr. Bartlette

That the Tender from Johnson's Commercial & Industrial Services (JCI), in accordance with the conditions and specifications, for provision of Janitorial Services at Vincent Massey High School, in the following amounts (all taxes included), be accepted:

<u>2011/2012</u>	<u>2012/2013</u>	<u>2013/2014</u>	<u>Total</u>
\$164,286.00	\$168,285.00	\$172,602.00	\$505,173.00
	<u>Carried.</u>		

75/2011 Dr. Ross – Mr. Sumner

That the Secretary-Treasurer's Department review the status of playground equipment replacement and provide the Board with a detailed report at a future date.

Discussions were held regarding when the report would be ready for presentation to the Board of Trustees. Mr. Barnes, Secretary-Treasurer, noted he and the Director of Facilities and Transportation had already been directed to have a report regarding use of facilities, together with a revised Joint Use Agreement ready for the end of summer. He also noted that the Five Year Capital Plan was to be completed and filed with the Government before August 1, 2011. It was agreed the report on playgrounds would be reviewed as part of the use of facilities and the report would be provided to the Board in August with a possible vote to take place in September.

Carried(Trustee Bowslaugh opposed).

76/2011 Mrs. Bowslaugh – Dr. Ross

That the Board of Trustees review the recommendations, information and priorities which had been brought forward through the 2011/2012 budget consultation and the operating surplus be retained in the accumulated surplus at this time.

Proposed Amendment:

Mr. Sumner – Mr. Murray

That motion 76/2011 be amended by adding at the end of the motion "with any such review to include a public consultation process."

Trustees spoke for and against holding a public consultation.

Lost. (4 Trustees for; 4 Trustees opposed; 1 Trustee abstained.)

Original Motion:

That the Board of Trustees review the recommendations, information and priorities which had been brought forward through the 2011/2012 budget consultation and the operating surplus be retained in the accumulated surplus at this time.

Carried.

77/2011 Mr. Sumner – Mr. Bartlette

That the proposal from MTS in the amount of \$173,992.10 plus taxes for the supply of Cisco Dense Wavelength Division Multiplexing Small Form-factor Pluggable Modules be accepted.

Trustees Sefton and Kruck excused themselves from the meeting citing possible conflict of interest as they both had family who worked for MTS.

Carried.

Trustees Sefton and Kruck returned to the meeting.

78/2011 Mr. Bartlette – Mr. Sumner

That the following policies and procedures be reaffirmed:

- Policy 4025 – “Kindergarten Enrollment”
- Policy 4027 – “Summer School”
- Policy and Procedures - 4034 – “Home Programming”
- Policy 4035 – “High School Crime Stoppers Program”
- Policy and Procedures 4038 – “Administering Medicines to Students”
- Policy 4040 – “Fire Drills”
- Policy 4042 – “Risk Response”
- Policy 4043 – “Health Services”
- Policy and Procedures 4045 – “Basic French”
- Policy and Procedures 4046 – “French Immersion
- Policy and Procedures 4047 – “Nutrition Policy”.

Carried.

79/2011 Mr. Sumner – Mr. Bartlette

That Confidential #3 and the recommendation therein be approved.

Carried.

80/2011 Dr. Ross – Mr. Karnes

That the Accountant position be approved for placement in Pay Band 7 of the Out-of-Scope job classification for 7 hours per day with a salary range of Step 1 - \$43,081, Step 2 - \$44,962, and Step 3 - \$46,534 (January 1, 2010 rates).

Carried.

81/2011 Dr. Ross – Mr. Murray

That Confidential #1 presented at a Special Board meeting held at 6:30 p.m., June 13, 2011 and the recommendation therein be approved and the recommendation released to the public that Mr. Kevin Zabowski be appointed Secretary-Treasurer, effective January 7, 2012.

Carried.

POINT OF PRIVILEGE:

Mr. Zabowski thanked Trustees and Senior Administration for offering him the position of Secretary-Treasurer. He noted he looked forward to the new position and new experiences. He also stated that he looked to and looked up to Mr. Gerald Barnes and wished him all the best in his retirement.

POINT OF PRIVILEGE:

Dr. Ross, Chairperson of the Personnel Committee, stated she was pleased Mr. Zabowski accepted the position. She spoke to the search and interview process. She noted Mr. Zabowski's many qualifications which were taken into consideration, including: his leadership and management skills; his education and credentials, in more than just the financial area; as well as his past work history. She was very pleased to have Mr. Zabowski as the Division's new Secretary-Treasurer and congratulated him. Dr. Ross also thanked Retiring Secretary-Treasurer, Mr. Barnes for his service to the Division and wished him all the best in his future endeavours.

POINT OF PRIVILEGE:

Board Chairperson, Mr. Snelling, on behalf of the Board of Trustees also offered his congratulations to Mr. Zabowski and wished Mr. Barnes the best of luck in his retirement.

2.08 Bylaws

Mrs. Bowslaugh – Mr. Karnes

That By-Law 5/2011 being a by-law authorizing the borrowing of moneys upon the credit of the Brandon School Division to meet current expenses for the fiscal year, July 1, 2011 to June 30, 2012 in the amount of \$10,000,000 be now read for a second time, having first been read on May 24, 2011.

Carried.

2.09 Giving of Notice

Mr. Bartlette

I hereby give notice that at the next regular meeting of the Board of Trustees, I, or someone in my stead, will introduce a motion to rescind Policy and Procedures 5010 – "Posting and Assignment of Professional Teaching Staff" and replace same with Policy and Procedures 5010 – "Interview, Selection and Assignment of Professional Teaching Staff".

2.10 Inquiries

- **Trustee Inquiries**

1. Trustee Sefton discussed the possibility of changing the August Board meeting in both 2011 and 2012 from the 4th Monday of the month to the 5th Monday of the month to bring the August meeting closer to school opening. He asked what the process was to move the date.

Secretary-Treasurer, Mr. Barnes noted he would need to bring a motion to the Board through the Report of Senior Administration. The Board directed Mr. Barnes to bring a motion to change the meeting date in August for both 2011 and 2012.

2. Trustee Kruck, referencing the Report of Senior Administration from the May 24, 2011 Regular Board Meeting inquired as to why there was such a difference in the computer ratio from one school to the next and what needed to be done to level it out.

Superintendent, Dr. Michaels, noted the Division did not have a standard, but rather best practices and allocation of school funds and staff preference. She also noted that some parent councils have raised funds for such purchases as well. She confirmed Senior Administration has been reviewing the matter. Associate Secretary-Treasurer, Mr. Malazdrewicz spoke to the Division's computer replacement plan and mobile computing.

3. Trustee Bowslaugh noted there was a 60 minute time frame in which accident reports had to be completed and this then prevented the details of follow-up such as doctor visits; stitches; casting, etc. She asked if the forms can be changed to accommodate follow-up information.

Secretary-Treasurer, Mr. Barnes noted the accident insurance form is not a division form and would therefore require discussion with the insurance carrier about the possibility of changing their form. Concerns were expressed about whether The Privacy of Information Act would be violated by providing information that was not required by the insurance carrier. It was noted that Senior Administration does follow-up with the school regarding student accidents.

4. Trustee Bowslaugh also asked about the possibility of hiring someone to write reports in order to free-up resource teacher time.

Superintendent, Dr. Michaels, confirmed the matter had been addressed in the Report of Senior Administration provided to the Board at the May 24, 2011 Board Meeting.

5. Trustee Kruck inquired about what information would be provided in the playground report and what was the criteria that would be used?

Secretary-Treasurer, Mr. Barnes, noted life expectancy, age expired, safety, funding of playgrounds in the future, discussions with the City, would all be included.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Secretary-Treasurer, Mr. Barnes, noted information regarding video streaming of Board meetings had been distributed at the Board table. He asked if the Board would like the matter brought back to Trustees at the next meeting through the Report of Senior Administration. It was agreed the report would be brought back through the Report of Senior Administration at the next regular meeting of the Board.

Superintendent, Dr. Michaels, noted due to the lateness of the hour, she had nothing to highlight at this time, however she would welcome any questions Trustees had on the Report.

Dr. Ross noted the Report had included the accomplishments of Victoria Goernert, a Grade 12 Vincent Massey student at the Canada Wide Science Fair; Gideon Bookatz, LiWen Lu and Alex Will, three Vincent Massey students who participated in the Euclid Mathematics Contest, and Dylan Keogh, a Grade 10 Vincent Massey student who designed a comic for the "Good Food Hero" contest sponsored by Food Secure Canada. She asked that a letter of congratulations be forwarded to each of the students as well as to Jim Hartle and Annette Gross, teachers in the Brandon School Division, who had received the Brandon University 2011 Distinguished Teacher Award on June 4, 2011 during the University's Faculty of Education convocation ceremony. The Board agreed letters of Congratulations were to be sent.

Mr. Murray – Mr. Sefton

That the report be received and filed.

Carried.

3.02 Communications for Information

- a) Mr. Rick Dedi, Executive Director, Public Schools Finance Board, May 15, 2011, requesting the school division prepare and submit their Five-Year Capital Plan for the period 2012-2016. The Five-Year Capital Plan Update forms and detailed instruction sheet are attached. Forms are to be completed and submitted to the Public Schools Finance Board on or before August 1, 2011.

Referred Secretary-Treasurer

- b) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, May 20, 2011, attaching two letters – one from the Brandon School Board requesting that the MSBA undertake a study of certain bargaining issues, and the second, MSBA's response pending Provincial Executive review of the request. The request that the correspondence and discussion of it be treated as confidential matters and addressed in in-camera sessions only as the letters have the potential to impact teacher bargaining discussions and outcomes.

Ordered Filed.

- c) Naomi Kruse, Executive Director/Advocacy Coordinator, Manitoba Association of Parent Councils, undated, noting MAPC is returning the cheque dated May 4, 2011. They appreciate the offer of support for the 2011 AGM and Conference, but are unable to accept the cheque since it was received in the MAPC office after the event on May 6, 2011. They extend their sincere apologies to the parents who attended the AGM, for the confusion upon their arrival.

Ordered Filed.

- d) Monica Cantin, Executive Assistant, Brandon Teachers' Association (BTA), June 1, 2011, noting the officers for the BTA for the term beginning on July 1 to June 30, 2012 are:

Darren Hardy	President
Peter Buehler	Secretary
Alison Johnston	Vice President
Sherilyn Bambridge	Past President
Glen Simard	Treasurer

As well as the Chairs of Standing Committees for the Association.

Ordered Filed.

3.03 Announcements

- a) Facilities and Transportation Committee Meeting – 11:30 a.m., Tuesday, June 14, 2011, Board Room.
- b) Teacher Liaison Committee Meeting – 4:00 p.m., Tuesday, June 14, 2011, Conference Room.
- c) Divisional Futures and Community Relations Committee Meeting – 11:30 a.m., Friday, June 17, 2011, Board Room.
- d) Finance Committee Meeting – 11:00 a.m., Tuesday, June 21, 2011, Board Room.
- e) Special Board Meeting – 8:00 p.m., Wednesday, June 22, 2011, Board Room.
- f) Education Committee Meeting – 11:00 a.m., Thursday, June 23, 2011, Board Room.
- g) Personnel Committee Meeting – 4:00 p.m., Thursday, June 23, 2011, Board Room.
- h) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, June 27, 2011, Board Room.
- i) Thank-you BBQ in honour of those who helped in the temporary relocation of Kirkcaldy Heights School to Brandon University – 12:00 noon, Thursday, June 30, 2011, Admin Office Parking Lot.

Mr. Sefton – Dr. Ross

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

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA

Mr. Karnes – Mr. Kruck

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

Carried.

IN BOARD

Mr. Murray – Mr. Karnes

That it now being 11:00 p.m., the rules be suspended and the meeting continue in session until completion of business.

Carried.

Mr. Murray – Mr. Kruck

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

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA**4.00 IN CAMERA DISCUSSION:****4.01 Student Issues**

- Reports

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report was noted.
- b) Confidential #2 – Out-of-Scope Personnel Position was considered in motions.
- c) Confidential #3 – School Administrator Matter was dealt with in motions.
- d) Confidential #4 – CUPE Negotiations was reviewed.
- e) Dr. Michaels reported verbally on a teacher personnel matter.
- f) The Board was advised of a teacher personnel issued being dealt with.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- a) Trustees considered a Senior Administration matter.

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

Dr. Ross – Mr. Murray

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

Carried.

IN BOARD

5.00 ADJOURNMENT

Dr. Ross – Mr. Karnes

That the meeting do now adjourn (11:20 p.m.)

Carried.

Chairperson

Secretary-Treasurer