



# 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, FEBRUARY 9, 2015.

## **PRESENT:**

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

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

Senior Administration: Mr. G. Malazdrewicz, Associate Superintendent, Ms. E. Jamora, Assistant Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources.

## **REGRETS:**

Dr. D. M. Michaels, Superintendent/CEO

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

## **AGENDA**

### **1.00 AGENDA/MINUTES:**

#### **1.01 Reference to Statement of Board Operations**

#### **1.02 Approval of Agenda**

Trustee Sefton noted he had one In-Camera item.

Mr. Murray – Mr. Kruck

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 January 26, 2015 were circulated.

Trustee Kruck noted he was not listed as having attended this meeting, but he was in fact present. The Minutes will be amended to reflect his attendance.

Mrs. Bowslaugh – Ms. Bambridge

That the Minutes be approved as amended.

Carried.

- b) The Minutes of the Regular Board Meeting held January 26, 2015 were circulated.

Trustee Bambridge noted she was not listed as having attended this meeting, but she was in fact present. The Minutes will be amended to reflect her attendance.

Mr. Sumner – Mr. Buri

That the Minutes be approved as amended.

Carried.

- c) The Minutes of the Special Board Meeting held February 4, 2015 were circulated.

Mr. Bartlette – Mr. Kruck

That the Minutes be approved as circulated.

Carried.

## **2.00 GOVERNANCE MATTERS:**

### **2.01 Presentations For Information**

#### **2.01 Reports of Committees**

- a) Policy Review Committee Meeting

The written report of the Policy Review Committee meeting held on January 20, 2015 was circulated.

The date listed for the next meeting was incorrect and will be corrected in the Minutes.

Mr. Buri - Mrs. Bowslaugh

That the Minutes be received and filed as amended.

Carried.

- b) Finance Committee Meeting

The written report of the personnel Committee meeting held on January 26, 2015 was circulated.

Mr. Sumner – Mr. Buri

That the Minutes be received and filed.

Carried.

### **2.02 Delegations and Petitions**

#### **2.04 Communications for Action**

- a) Peter Bjornson, Minister of Education and Advanced Learning, January 29, 2015, letter to School Board Chairs, noting that our government will increase funding to education by \$25.0

million, or 2% in 2015-2016. To support the action plan of Closing the Achievement Gap: Success for Every Student, he announced targeted funding to improve math and literacy outcomes, as well as to provide enriched programming for students seeking challenging, high-level learning opportunities. An announcement on the government's commitment to reduce class sized will be made in the near future. This year, targeted funding will be provided to support the First-Year Now initiative, which will give students increased opportunities to take university and college courses in high school to earn dual credits. Also announced was the targeting of career development funding to enable school divisions to connect students directly with employers and career exploration opportunities.

He further notes that he expects school divisions will work hard within their own budgets to ensure front line education is fully protected while at the same time look to identify efficiencies in administration and other budget items.

#### Accumulative Surplus

Earlier this month a Ministerial directive was sent to school divisions regarding accumulated surpluses in excess of the 4.0% policy limit. There is concern that the amount of surplus in excess of 4.0% continues to grow and the accumulated surplus held by school divisions increased from \$84.6 million in 2012/13 to \$98.4 million in 2013/14. As of June 2013, 22 school divisions held \$18.9 million in excess of the 4.0% policy limit. Given the current fiscal circumstances, the Minister reiterated the importance of addressing this discrepancy to ensure resources are being appropriately budgeted and expended for educational purposes.

#### School Division Administrative Spending Limits

Regulations limiting administrative costs for school divisions was enacted last year. Effective July 1, 2015, the administrative expenses subject to the limit will be the costs reported in Function 500 (Divisional Administration). Further, the limits will range from 3.5% to 5.0% depending on the full time equivalent enrolment of the school division or northern location. Further detail of the calculation will be forthcoming from Schools' Finance Branch. Government will be reviewing the implementation of this new definition and the limits in the coming year, with plans to reduce the 3.5% limit to 3.0% for 2016/17.

Referred to Secretary-Treasurer.

## **2.05 Business Arising**

### **- From Previous Delegation**

### **- From Board Agenda**

### **- MSBA issues (last meeting of the month)**

### **- From Report of Senior Administration**

- a) School Reports - NIL
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report –
  - Funding Announcement for 2015-16 – Refer Secretary-Treasurer
  - Trustee Indemnities – Refer Motions.
  - Transfer of 2015-2016 Operating Budget to Board of Trustees - Refer Motions.

- Crocus Plains Regional Secondary School Off-Site Activity Request (Finland/Sweden) – Refer Motions.

The Secretary-Treasurer spoke on the funding announcement received from Peter Bjornson, the Minister of Education and Advanced Learning, on January 29, 2015, highlighting the following:

- The province announced an increase of 2.0% or \$25 million in provincial funding to public schools for the 2015-16 school year, including a \$19.2 million increase for operating support and a \$5.9 million increase for capital supports.
- Tax Incentive Grant funding (TIG) the BSD continues to receive in amount of \$1.8 million.
- The announcement did not include funding for 20K3 – smaller class size initiatives - but an announcement is expected at a later date.
- Total increase in funding support is 2.9% for BSD for 2015-16, as compared to the funding announcement for 2014-15.
- Base support has increased 1.1%, or \$258,000, resulting primarily from enrolment growth.
- Information technology funding – increased from \$60 to \$62 per K – 12 pupil.
- Professional development has increased from \$39 to \$46 per K – 12 pupil.
- All other rates for base support have remained unchanged.
- Student Services grant was increased by \$94,000.
- Occupancy support decreased.
- Categorical funding – special needs support has decreased by \$322,000 over the 2014-15 funding announcement due to decreases in the eligible funded students for Level 2 and Level 3.
- EAL funding has decreased \$151,000 from the budget of 2014-15 due to EAL enrolment decreases in stage 1 – 4 students. Funding in this area has decreased for the last several years.
- Early childhood development initiative increased due to an increase in Kindergarten enrolments.
- Early literacy and numeracy – increase of \$194,000.
- Enrolment change grant – decreased by \$90,000 due to lower than projected enrolment increases.
- Aboriginal Academic Achievement grant pool has been increased by \$1 million; this has resulted in an increase for BSD of \$9,000.
- The remaining categorical grant rates remain unchanged from last year and any increases in funding are solely due to enrolment increases.
- Equalization support grant increased by 10.2% or \$1.3 million from last year's funding announcement.
- BSD recently received approval from Lynne Mavins, Director, Schools' Finance Branch, to transfer \$800,000 from Accumulated Surplus to a capital reserve for the Division's Enterprise Resource Planning System Replacement – Phase I.

Trustee Ross asked questions for clarification on the calculation of school building space.

Trustee Bartlette asked for the total of decreases, this year over last year. Mr. Labossiere responded that with increases and decreases included, the overall total for funding was \$1.3 million.

Trustee Kruck asked questions for clarification on the decrease in EAL funding.

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

19/2015 Mr. Murray – Mr. Kruck

That the Trustees be paid the appropriate indemnity for attending the two (2) day Board of Trustees Professional Development Session on October 29 and October 30, 2014; that the Trustees be paid the appropriate indemnity for attending the Board Governance Goal Setting Session held January 10, 2015; and that the Trustees be paid the appropriate indemnity for attending the MSBA Regional Meeting on January 26, 2015.

Carried. (7 – 2 Kruck and Sumner opposed)

20/2015 Mr. Kruck – Mr. Buri

That the Trustees be paid the appropriate indemnity for attending the All-Day Budget meeting on February 17, 2015.

Carried.

21/2015 Mr. Buri – Ms. Bambridge

That Senior Administration transfer the 2015-2016 Operating Budget to the Board of Trustees for the Board's ownership and final decision making.

Carried.

22/2015 Ms. Bambridge – Dr. Ross

That the trip involving fifteen (15) to twenty (20) grades 10, 11 and 12 hockey students, from Crocus Plains Regional Secondary School to make a trip to Helsinki, Finland and Stockholm, Sweden from December 26, 2015 to January 4, 2016 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried.

Trustee Kruck asked questions for clarification regarding the hockey tournament.

**2.08 Bylaws**

2<sup>nd</sup> Reading

Mr. Sumner – Dr. Ross

That By-law 1/2015 being a borrowing by-law in the amount of \$1,676,800.00 upon the credit of the Division by the issue and sale of a debenture to meet partial costs for construction of:

**School****Project**

Harrison School	Roof Replacement of Area A1
Neelin High School	Science Lab Renovation
Crocus Plains Regional Secondary	Science Lab Renovation
George Fitton School	New Gym and Daycare Addition
Waverly Park School	Two Classroom Addition
Vincent Massey High School	Roof Replacement Areas D and G
Riverview School	Furnace Replacement Ph II
Neelin High School	Roof Replacement of Area G1
Meadows School	Three Classroom & Elevator Access Addition
Meadows School	Elevator

be now read for the second time, having been first read on January 26, 2015.

Carried.

3<sup>rd</sup> Reading

Mr. Sumner – Dr. Ross

That the rules be suspended and By-law 1/2015 be now read for a third and final time, and taken as read, finally passed.

Carried.

## THE BRANDON SCHOOL DIVISION

### BYLAW NO. 1/2015

Bylaw of the Board of Trustees of The Brandon School Division for the purpose of borrowing the sum of \$1,676,800.00 and issuing debentures therefor.

WHEREAS it is deemed necessary and expedient to raise by loan the sum of \$1,676,800.00 upon the credit of the Division by the issue and sale of debentures to meet partial costs for construction of the following:

<u>School</u>	<u>Project</u>
Harrison School	Roof Replacement of Area A1
Neelin High School	Science Lab Renovation
Crocus Plains Regional Secondary	Science Lab Renovation
George Fitton School	New Gym and Daycare Addition
Waverly Park School	Two Classroom Addition
Vincent Massey High School	Roof Replacement Areas D and G
Riverview School	Furnace Replacement Ph II
Neelin High School	Roof Replacement of Area G1
Meadows School	Three Classroom & Elevator Access Addition
Meadows School	Elevator

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

- 1) That it shall be lawful for the said School Trustees to borrow the sum of \$1,676,800.00 by the issue and sale of debentures of the said School Division as set out below.
- 2) That the said debentures shall be issued at Brandon, Manitoba and shall be dated the 15<sup>th</sup> day of February, 2015 and shall be payable to the Registered Holder at the Office of the Minister of Finance, Winnipeg, Manitoba as follows: the debenture shall be so issued that the amount thereby borrowed shall be repayable in twenty (20) equalized consecutive annual installments of \$117,981.45 each, including principal and interest at the rate of 3.500 per cent per annum, payable annually on the 15th day of February as per Schedule "A" attached.
- 3) That the first installment shall be payable on the 15th day of February, 2016.

4) That each debenture shall be signed by the Chairperson of the Board and the Secretary-Treasurer of the said School Division and the coupons, if any, attached thereto, shall be signed by the Secretary-Treasurer, whose signature may be lithographed thereon.

5) That provisions shall be made for the payment of the said debentures, and such provision shall form part of, and be included in, the annual statements of monies required for the purpose of the School Division.

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

SECOND READING: \_\_\_\_\_

THIRD READING: \_\_\_\_\_

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary-Treasurer

CERTIFIED a true copy of Bylaw  
No. 1/2015 of The Brandon School Division  
given first reading on the \_\_\_\_\_ day of  
\_\_\_\_\_ A.D. 2015.

\_\_\_\_\_  
Secretary-Treasurer

## **2.09 Giving of Notice**

## **2.10 Trustee Inquiries**

- a) Trustee Sumner:  
*"Please present the policy committee with options for school and school-associated registrations that would eliminate parent wait times exceeding an hour, for consideration in the possible development of a registration policy. Also please provide them with a list of such situations resulting in such waits at our schools."*
- b) Trustee Kruck:  
*"The 2013-2014 Student Achievement Summary Report states that in grades 3, 5, 7 and 9 there are at least 20% fewer aboriginal students meeting expectations in reading, writing and numeracy. I request that Senior Administration prepare a report as to what additional resources are needed in order to improve these dramatically lower scores. Thank you."*

## **3.00 ADMINISTRATIVE INFORMATION:**

### **3.01 Report of Senior Administration**

Associate Superintendent, Greg Malazdrewicz, highlighted the following items from the Report of Senior Administration:

- Academic Preparedness – J.R. Reid School

- Global Citizenship – École O’Kelly School.
- Health and Wellbeing – Alexander School.
- Suspensions.

Trustee Murray asked questions for clarification regarding the 3 – 5 day suspensions for gangs.

Trustee Bartlette asked how many nations or nationalities are now in our schools.  
Mr. Malazdrewicz responded that it is over 30 now.

Mr. Sumner – Mr. Bartlette

That the February 9, 2015 Report of Senior Administration be received and filed.

Carried.

### **3.02 Communications for Information**

### **3.03 Announcements**

- a) Board/BTA Liaison Committee Meeting – 4:15 p.m., Thursday, February 19, 2015, Conference Room.
- b) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, February 23, 2015, Boardroom.
- c) Upcoming Budget Dates:
  - Public Budget Consultation Forum – 7:00 p.m., Wednesday, February 11, 2015, George Fitton School Gymnasium.
  - All Day Budget Meeting – 9:00 a.m., Tuesday, February 17, 2015, Boardroom.
  - Special Board Meeting – Public Presentations re: Proposed 2015-2016 Budget – 7:00 p.m., Monday, March 2, 2015, Boardroom.

Mr. Buri – Mrs. Bowslaugh

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 presented.
- b) Trustee Bowslaugh asked questions for clarification re: staff evaluation.



**- Trustee Inquiries**

**4.03 Property Matters/Tenders**

**- Reports**

**- Trustee Inquiries**

- a) The Secretary-Treasurer updated the Board on a property matter, the Board provided direction to Senior Administration.

**4.04 Board Operations**

**- Reports**

- a) Trustee Sefton discussed one (1) Board Operations matter with the Board.

**- Trustee Inquiries**

Ms. Bambridge – Dr. Ross

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

Carried.

**5.00 ADJOURNMENT**

Mr. Sumner – Mrs. Bowslaugh

That the meeting does now adjourn (8:24p.m.)

Carried.

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Chairperson

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Secretary-Treasurer