

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 14, 2012.

PRESENT:

Mr. M. Sefton, Chairperson, Mr. M. Snelling, Vice-Chairperson, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. D. Karnes, Mr. G. Kruck (exited at 10:15 p.m.), Mr. J. Murray, Dr. L. Ross, Mr. K. Sumner.

Secretary-Treasurer, Mr. K. Zabowski and Recording Secretary, Ms. S. Bailey.

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

The Chairperson called the meeting to order at 7:00 p.m. and welcomed everyone in attendance to the meeting. He noted the presence of two members of City Council in the gallery.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Trustee Karnes requested the addition of a verbal report regarding the Facilities and Transportation Committee meeting held on May 9, 2012.

Superintendent, Dr. Michaels noted she had several personnel updates for In-Camera discussion.

Trustee Sefton noted he had a student matter he wished to discuss In-Camera.

Mr. Snelling – Mr. Bartlette
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 April 23, 2012 were circulated.

Dr. Ross – Mrs. Bowslaugh
That the Minutes be approved as circulated.
Carried.

- b) The Minutes of the Regular Board Meeting held April 23, 2012 were circulated.

Mr. Bartlette – Mr. Kruck
That the Minutes be approved as circulated.
Carried.

- c) The Minutes of the Special Board Meeting held May 1, 2012 were circulated.

Mrs. Bowslaugh – Mr. Sumner
That the Minutes be approved as circulated.
Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

POINT OF PRIVILEGE: Trustee Sefton noted King George School had received the Indigo “Love of Reading” Grant in the amount of \$67,000 to be spent over a period of three years, mainly on books.

2.02 Reports of Committees

- a) School Division/Parent/Guardian Advisory Committee Minutes

The written report of the School Division/Parent/Guardian Advisory Committee meeting held on April 18, 2012 was circulated.

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

- b) Divisional Futures & Community Relations Committee Meeting Minutes

The written report of the Divisional Futures and Community Relations Committee meeting held on April 19, 2012 was circulated.

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

The written report of the Divisional Futures and Community Relations Committee meeting held on April 24, 2012 was circulated.

The minutes were amended to reflect the meeting was held with the Rural Municipalities.

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

The written report of the Divisional Futures and Community Relations Committee meeting held on April 26, 2012 was circulated.

Trustee Bowslaugh noted students at O'Kelly School had requested the option of participating in the Band program. Students also requested the ability to bring their own communications technology devices to school. Mrs. Bowslaugh asked that this discussion take place at the Education Committee. Superintendent, Dr. Michaels, confirmed the Band programming is currently under review and the request of the O'Kelly students would be included in this review. Discussions were held regarding replacement of computers in the school and replacement of inter-com systems in the schools.

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

c) Personnel Committee Meeting Minutes

The written report of the Personnel Committee meeting held on April 23, 2012 was circulated.

Clarification was requested regarding the term of Joint Job Evaluation Secretarial position. It was noted the term was for one year with a review to take place following the year to determine whether or not the position was required full time.

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

d) Finance Committee Meeting Minutes

The written report of the Finance Committee meeting held on April 23, 2012 was circulated.

Trustee Kruck requested a detailed review of the over/under expenditure document attached to the minutes.

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

e) Other

- Trustee Sefton provided the following report regarding a recent visit to Grand Rapids:

"On April 25, 2012 Trustee Murray, Secretary-Treasurer Zabowski and I travelled to Grand Rapids to meet with representatives of the Misipawistik Cree Nation, the local trappers association, the fishermen's co-op, and the community at large. The meeting was organized in response to a forest fire that started in the area on May 28, 2008 following a visit to the area by a group of Brandon School Division students enrolled in the Eco Odyssey program.

The purpose of the meeting was to discuss the impact of the forest fire on the lives and livelihood of members of the community and to begin the process of reconciliation. The meeting was chaired by Michael Anderson of the Manitoba Keewatinowi Okimakanak (MKO).

The fire consumed 53,008 hectares of forest, or 131,000 acres or 204 square miles. Some of the local people earned their living by operating trap lines in the area. There were several trappers' cabins that were consumed by the fire. Because of the fire, trapping is no longer viable in this region.

We expressed our regret at the loss of the forest habitat and the impact on the community in general and the livelihood of the trappers in particular.

We acknowledged that our students had been in the area on the day the fire started. The second part of the meeting focused on the reconciliation process. Michael Anderson stated that the first step in reconciliation was acknowledgement. There were a number of additional suggestions made including:

- Replacing the three cabins that were destroyed by fire
- Assist the Grand Rapids school in establishing a program with similar objectives as Eco Odyssey
- Supplying 100 cords of firewood for home heating
- Having BSD students attend a pow-wow in the summer to develop an appreciation for the effects of the fire

Michael Anderson suggested that representatives of the Grand Rapids Community, Manitoba Conservation and Brandon School Division should meet in the future to continue discussions.

I recommend that we respond positively to any further invitations to meet with the community of Grand Rapids and that we explore other initiatives towards reconciliation."

Mr. Sefton – Mr. Snelling

That the Report be received and filed.

Carried.

- Trustee Snelling reported on the Maple Leaf Lunch and Learn held May 4, 2012 at the Discovery Centre and hosted by Sandy Trudel of the City of Brandon and Harely Groutte from Maple Leaf. Mr. Snelling noted Maple Leaf was currently recruiting 200 new employees from Central America. He highlighted the rules regarding learning English at a certain level of competency within two years; the improved quality of life the employees receive when immigrating to Canada; and projections regarding the number children which will eventually be included in the Brandon School Division population.

- Trustee Karnes provided a verbal report on the Facilities and Transportation Committee meeting which took place on May 9, 2012. He confirmed the Committee had reviewed the Facilities Report together with a proposed consultation process. He confirmed both of these items would be discussed in detail at the Board Retreat to take place August 24 and 25, 2012. Mr. Karnes spoke about the Board's need to plan for the future of the Division. He also provided information on the PSFB's timelines for construction of the school gyms at both George Fitton and Green Acres School.

2.03 Delegations and Petitions

1. Mr. Ken Jackson, Brandon General Museum, spoke to the Board of Trustees regarding the acquisition of the B.J. Hales collection by the Brandon General Museum. Mr. Jackson introduced the various members of the Museum Committee who were in attendance to show their support for acquiring this collection. He reviewed the mandate of the Brandon General Museum; provided a detailed history about the B.J. Hales collection; and noted the value of the collection with respect to the habitat that it represented. Mr. Jackson stated it would be a loss to the City of Brandon to send the collection out of the City. He noted the collection was a very detailed and complete collection and would be impossible to replicate as many of the exhibits in the collection are either extinct or on the endangered list. He spoke about the importance of the collection as a tourism resource for the City; the educational resource for the Division by keeping the collection in the City; the use of the collection by other groups; and the drawbacks of a travelling exhibit. He formally requested the Brandon General Museum be allowed to be the Guardians of the B.J. Hales Collection. He noted the City of Brandon Council had recently passed a motion offering support to the Museum and space to store the Collection. He confirmed the Museum had access to resources to support the collection.

Trustees asked a number of questions for clarification. Mr. Jackson confirmed the Museum would take the entire collection but only be able to display approximately 50% of the collection at one time. He confirmed rotating displays is a common practice among museums. He confirmed the Museum would like to be the owners of the collection as it is the owner who determines the future of the collection. Mr. Jackson also confirmed that the Museum would be willing to share the collection with other museums. He provided an update on the current status of the Brandon General Museum noting the lease had recently been resigned. With respect to financial stability, Mr. Jackson confirmed the City of Brandon is one of their sponsors and that they are currently working on a

strategic plan for fundraising. Mr. Jackson spoke to the current attendance at the Museum.

The Chairperson thanked Mr. Jackson and the other members of the Brandon General Museum for their presentation and attendance at the Board meeting.

2. Mr. Steven Cherewyk, Parent, spoke to the Board of Trustees regarding his request to ride the school bus with his child. He noted the request had come from an item he heard on a local radio station called "The Parent Report". Mr. Cherewyk played the radio clip for the Board of Trustees to hear. The radio clip spoke about parents requesting to ride the school bus with their child on occasion to learn about the environment the child faces on a daily basis on the school bus. He confirmed that his child had asked if he would ride the bus. He noted the Division does not appear to have a policy on this matter. He confirmed that parent volunteers are used for playground supervision and lunchroom supervision at schools and suggested parent volunteers could also be an extra pair of eyes on the bus. He therefore requested that the Division develop a policy either for or against allowing parents to, on occasion, ride the school bus with their child.

Trustees asked questions for clarification. Mr. Cherewyk noted that he did not wish to ride the bus during a specific time of the year, but on occasion, ie: once or twice during the school year. He confirmed there had not been an incident on the bus which had generated his request. Mr. Cherewyk agreed that parent volunteers did ride the bus for field trips but that was not the same as the regular daily bus ride which included students from Kindergarten age to Grade 12.

The Chairperson thanked Mr. Cherewyk for his presentation and noted Mr. Cherewyk would be returning to the Board table during the In-Camera session to provide further details regarding his request.

2.04 Communications for Action

1. Sherrill-Lee and Bob Hyra, May 8, 2012, sharing their thoughts about the current method of transportation for shop and home economics programming in the Division. They received very little information from their school about the expectation for children to transport themselves to Home Economics programming. They note they received a notice a day or two in advance, upon their child being handed a city bus pass on the 1st day of their scheduled Home Ec. Class. As they both work out of town, travelling by city transit was the child's only option. They had to rely on and were thankful to have neighbours share their experiences as they had an older child who took city transit to such classes in the past. The lack of communication from the school/division was most disappointing. They have signed waiver forms for events when all class room teachers and administration are in attendance to supervise. Therefore, they ask the question "Where is the true risk and most need to ensure that parents have received thorough and proper communication about off site school related activities?" They ask the Board to revisit the transportation issue for these valuable and necessary programs in the division and if there are feasible transportation options to be explored to consider them. At the very least they ask

that there be a process followed by each school to inform both students and parents in advance about the option of City transit and expecting them to “hop on the next bus”.
Referred Business Arising.

2.05 Business Arising

- From Previous Delegation

- From Board Agenda

1. Sherrill-Lee and Bob Hyra, from Communications for Action 2.04a), sharing their thoughts about the current method of transportation for shop and home economics programming in the Division was discussed. Trustee Ross asked Senior Administration to explain the process schools use regarding notifying parents about City transit for the Grade 7 and 8 Home Economics and Industrial Arts classes. Mr. Malazdrewicz confirmed initial information is sent home with students in Grade 6 as they transition to Grade 7. The material provided by the City is given to the schools to distribute, unfortunately distribution depends on when in the school day cycle a student receives information. He agreed information could be sent out to parents in the form of a letter a little sooner to give them notice of what will take place when the Division receives the City transit information to circulate. Trustee Sumner confirmed the matter had been brought forward to the School Division/Parent/Guardian Committee for follow-up in the fall from School Parent Councils. Trustee Snelling also confirmed the issue will be placed on the Joint City Task Force agenda for discussion.

- MSBA issues (last meeting of the month)

- From Report of Senior Administration

- a) School Reports – NIL
- b) Learning Support Services Presentation – Nola Warnica, Westman Project Manager, Career Trek

Associate Superintendent, Mr. Malazdrewicz spoke to the partnership with Career Trek and provided background information before introducing Ms. Nola Warnica, Wetman Project Manager for Career Trek. Ms. Warnica noted there were 41 students enrolled in the program from Brandon School Division in the 2011-2012 programming year. She confirmed the program provided hand on relevant career exploration and an opportunity to build confidence and friendships among the participants within the 44 schools who participate. She was pleased to note that Earl Oxford School had received the Career Trek School of the Year award. She commended Ms. Angela McGuire Holder who is the school contact for Earl Oxford and had devoted a great deal of time and

effort to the program. She also commended the effort by all schools and contacts and division staff that are involved in the programming. Ms. Warnica confirmed there are several Family Days during the programming year, including their Convocation ceremonies in April. Before showing a video of students participating in the programming, Ms. Warnica invited Trustees to visit the programming when it resumes in the fall. The Trustees expressed appreciation for the programming and requested information on the criteria for selection into the programming as well as who were the school contacts.

c) Items from Senior Administration Report –

- Tabled Motion – Referred Motions.

Secretary-Treasurer, Mr. Zabowski, spoke to the tabled motion. He noted the Trustees had requested proposed changes to Policy 4041 and asked that the motion be returned to the Policy Review Committee for further amendment. However, the proposed changes were to be applied to the Procedures. Therefore, the Procedures would be referred to the Policy Review Committee and the Policy was brought back to the Board Table for consideration.

- Giving of Notice – Policy 5074 – Referred Motions.
- Giving of Notice – Policies 6006 and 6019 – Referred Motions.
- Trustee Inquiries:
 - Trustee Kruck – Receipt of Information regarding Financial Hardship.

2.06 Public Inquiries (max. 15 minutes)

2.07 Motions

Tabled Motion:

49/2012 Dr. Ross – Mr. Karnes

That Policy 4041 – “Fundraising” is hereby reaffirmed.

Carried.

61/2012 Mr. Bartlette – Mr. Snelling

That Policy and Procedures 5074 - “Workplace Violence Prevention” is hereby approved.

Carried.

62/2012 Mr. Bartlette – Mr. Snelling

That the following policies be rescinded:

- Policy 6006 – “Administrator of Student Support Services”;
- Policy 6019 – “Role of the Teacher”.

Carried.

63/2012 Mr. Kruck - Mr. Karnes

That the Letter of Understanding between the Brandon Teacher's Association of the Manitoba Teachers' Society and the Brandon School Division providing for the secondment of the Local Association President on a full-time basis for the 2012/2013 school year be approved; and the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.

Carried.

2.08 Bylaws

Mr. Sumner – Mr. Kruck

That By-Law 1/2012 being a by-law to amend By-Law 4/2010 regarding the authorization of payments of indemnities to Trustees be now read for the first time.

Mr. Murray – Mr. Bartlette

That the proposed By-Law be amended to removed Part 1b) "At the end of the last paragraph in Part 1, the following words be added 'except for the 2010-2014 term'".

Mr. Murray spoke to his proposed amendment noting that although he appreciated the symbolism of the gesture, he did not support amending that particular section of the By-Law for the following reasons: 1) It minimized the work of Trustees; 2) Several years ago the Board underwent a 53% increase in order to bring Trustee indemnities up to the Provincial average and this sudden increase had caused public relations problems for many years afterwards; 3) The workload of a Trustee is not getting any lighter. Mr. Murray recommended that a more symbolic gesture would be for a Trustee to make a donation to the Friends of Education from their per diem rather than place future Boards in an untenable position. He noted the By-Law regarding indemnities served the Board of Trustees well and he did not see a need to change it.

Trustee Sumner did not agree with Mr. Murray's proposed amendment. He noted the Board had already froze their own indemnities for the 2011-2012 school year and therefore broken their own by-law. His proposed change was to reflect the current practices of the Board. He also did not feel tying the Board's indemnity to the Union Contract helps the public perception of the Board.

Trustee Bartlette disagreed with Trustee Sumner. He did not feel transparency was an issue and noted he had not received any complaints from the public regarding their indemnities as Trustees.

Trustee Snelling supported both Trustee Murray and Bartlette.

Trustee Ross supported Trustee Murray's position. She noted the current system worked effectively and did not want to repeat the errors of the past in this area.

Trustee Kruck agreed with the spirit and intent of Trustee Sumner's proposed change to the By-Law, however, he agreed with Trustee Murray's reasoning and would therefore support the amendment.

Carried. (7-1-1 with Trustee Sumner opposing and Trustee Bowslaugh abstaining.

By-Law 1/2012 being a by-law to amend By-Law 4/2010 regarding the authorization of payments of indemnities to Trustees as amended by motion was read for the first time.

Carried.

THE BRANDON SCHOOL DIVISION

BYLAW NO. 1/2012

A Bylaw of the Board of Trustees of The Brandon School Division for the purpose of amending Bylaw No. 4/2010, passed to regulate the proceeds of the Board of Trustees.

WHEREAS it is deemed necessary to amend Part 1 of Bylaw 4/2010 to make changes to the authorization of payments of indemnities to Trustees;

NOW THEREFORE, the Board of Trustees in session duly assembled enacts as follows:

1. That Part 1 of By-law 4/2010 will be amended as follows:

a) The following paragraph be deleted:

“Four Hundred and Twenty-Five Dollars (\$425.00) per annum in addition to any of the foregoing indemnities for each Trustee who is a Chairperson of a Committee designated by resolution of the Board to receive this additional indemnity;

2. That this bylaw shall be effective as and from May 28, 2012

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. 2012.

SECOND READING: _____ day of _____ A.D. 2012

THIRD READING: _____ day of _____ A.D. 2012

Chairperson

Secretary-Treasurer

I, KEVIN JAMES ZABOWSKI, Secretary-Treasurer of The Brandon School Division, DO HEREBY CERTIFY THE ABOVE to be a true and correct copy of Bylaw No. 1/2012.

Secretary-Treasurer

2.09 Giving of Notice

Mr. Karnes

I hereby give notice that at the next meeting, I or someone in my stead, will introduce a motion to rescind Form 7004.2 – “Violent Incident Report Form”.

2.10 Inquiries

1. Trustee Snelling requested the following:

- a) He would be unable to attend the Workplace Safety & Health Committee Meeting to take place on May 16, 2012, and asked for another Trustee to take his place. Trustee Karnes, Chairperson of the Facilities and Transportation Committee volunteered to attend on behalf of Mr. Snelling.
- b) He confirmed he had received an inquiry from a parent who's child was attending Alexander School from the core area. He noted the child was on the bus for an extended period of time and inquired about other possible arrangements. Superintendent, Dr. Michaels request Mr. Snelling refer the matter to Administration to review and discuss with the parents.

2. Trustee Sumner requested the following information:

- a) “I request that Policy and Procedures 7004.3 – “Use of Cell Phones and Electronic Communications Devices by Students” be reviewed by Senior Administration and the Policy Review or Education Committees, as deemed appropriate, with consideration for accommodating the evolving role and potential for personal mobile devices as educational tools in our schools.”

Superintendent Dr. Michaels confirmed the policy is under review by Senior Administration at this time. She noted the Division is in the process of developing a private cloud, however, must always be mindful of privacy concerns and duty of care.

- b) “I request that the Board and Senior Administration convene a special meeting possible in conjunction with the August 24th and 25th Board retreat, if not sooner, to discuss the Division's vision for the future of the Neelin High School Off Campus program and facility, which next year will grow with the transfer of SSD students from École New Era School and the addition of an EAL program, to a total of 8 staff and 5 programs in the current facility.”

Facilities and Transportation Committee Chairperson, Mr. Karnes, confirmed these discussions will be part of the whole division review.

- c) "A parent concern has been brought to my attention regarding a recent report of a possible child luring attempt. Parents of students in the school where the incident is alleged to have taken place were notified, but parents from other nearby schools were not notified, including parents who resided in the catchment area but whose students attended other schools. Therefore, I request that Senior Administration review the procedures in place for notifying students and parents when such incidents occur, and bring forward recommendations to the Policy Review Committee if necessary."

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Secretary-Treasurer, Mr. Zabowski, highlighted the information provided in the Senior Administration Report addressing Trustee Kruck's inquiry regarding receipt of information with respect to Financial Hardship.

Superintendent, Dr. Michaels, highlighted the Quality Support Services report on the BSSAP programming.

Trustee Kruck requested further detailed information and breakdown of Student Suspensions in future Senior Administration reports. Following discussions, Senior Administration was directed to provide a breakdown of information in the next Report of Senior Administration, at which time the Board will decide whether or not they need more information.

Point of Privilege: Trustee Kruck also requested detailed clarification regarding the accumulated surplus noted in the report of the Finance Committee. The Secretary-Treasurer provided additional information for Trustee Kruck.

Mr. Murray – Mr. Snelling
That the report be received and filed.
Carried.

3.02 Communications for Information

NIL

3.03 Announcements

- a) Workplace Safety & Health Committee Meeting – 1:00 p.m., Wednesday, May 16, 2012, Conference Room.
- b) Policy Review Committee Meeting – 11:30 a.m., Thursday, May 17, 2012, Board Room.
- c) Divisional Futures and Community Relations Committee Meeting – 12:00 noon, Friday, May 25, 2012, Board Room.

- d) Personnel Committee Meeting – 12:00 noon, Monday, May 28, 2012, Board Room.
- e) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, May 28, 2012, Board Room.

Mrs. Bowslaugh – 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

- a) A parent presented information regarding a bussing request. Trustees agreed to discuss the matter further at a Committee level.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report was noted.
- b) Dr. Michaels provided a verbal update on a Division Office personnel matter.

Trustee Kruck exited the meeting at 10:13 p.m. He returned at 10:15 p.m. to excuse himself from the remainder of the meeting.

- c) Dr. Michaels spoke to three separate personnel issues related to Policy 5026.

- Trustee Inquiries

- a) Trustee Murray requested clarification regarding a personnel matter at O'Kelly School.

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

Mr. Snelling – Dr. Ross

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

Carried.

IN BOARD

5.00 ADJOURNMENT

Mr. Murray – Mr. Bartlette

That the meeting does now adjourn (10:52 p.m.)

Carried.

Chairperson

Secretary-Treasurer