



# 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

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### 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,

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L. Ross, Chairperson

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D. Karnes

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G. Kruck

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J. Murray (Alternate)