



# BRANDON SCHOOL DIVISION

January 8, 2020

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

TO BE HELD MONDAY, JANUARY 13, 2020  
6:00 P.M. (In-Camera) 7:00 P.M. (Public)

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere  
Secretary-Treasurer

---

## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

#### 1.02 Adoption of Minutes of Previous Meetings

- a) Board Meeting, December 9, 2019.  
Adopt.

### 2.00 IN CAMERA DISCUSSION

#### 2.01 Student Issues

- Reports
- Trustee Inquiries

#### 2.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report.

- Trustee Inquiries

#### 2.03 Property Matters/Tenders

- Reports
- Trustee Inquiries

**2.04 Board Operations**

- Reports
- Trustee Inquiries

**3.00 PRESENTATIONS AND COMMUNICATIONS****3.01 Presentations for Information****3.02 Communications for Information**

- a) Correspondence addressed to Trustee Ross, Board Chairperson, from the Honourable Kelvin Goertzen, Minister of Education, December 12, 2019, noting that he is pleased to welcome George Fitton School into Manitoba Education's Community Schools Program (CSP) and provide the Brandon School Division with a grant of \$160,000 toward the 2019-2020 participation of George Fitton and New Era Schools in the program. This grant represents the government's commitment to enhancing student mental health, educational engagement, academic success and overall well-being.

The CSP supports the capacity of schools to mobilize school-community resources that promote school readiness, attendance, and family and student engagement. As hubs of educational, social, cultural, recreational, and interagency programming, community schools offer a range of programs, resources and services that enhance the impact of effective classroom instruction and school based supports.

*The Community Schools Program 2014-2018 Public Report* outlines a variety of programs, services, and resources that schools can offer to support strong family and student engagement in education. It can be accessed at:

[www.edu.gov.mb.ca/csp/reports/index.html](http://www.edu.gov.mb.ca/csp/reports/index.html). (Appendix 'A')

Receive and File.

**3.03 Communications for Action****4.00 REPORT OF SENIOR ADMINISTRATION****- From Report of Senior Administration**

- a) Review Report of Senior Administration – January 13, 2020.

**5.00 GOVERNANCE MATTERS****5.01 Reports of Committees**

- |    |                        |              |
|----|------------------------|--------------|
| a) | Personnel and Policy   | J. Murray    |
| b) | Finance and Facilities | P. Bartlette |

**5.02 Delegations and Petitions (Max. 15 minutes)****5.03 Business Arising**

- From Previous Delegation
- From Board Agenda

**- MSBA Issues**

**5.04 Public Inquiries (Max. 15 Mins)**

**5.05 Motions**

01/2020 That the nomination of Trustee Bambridge for the position of Region 1 Director with the Manitoba School Boards Association, be approved.

02/2020 That the Letter of Understanding between The Brandon Teachers' Association and The Brandon School Division with respect to a modified lunch hour for the first semester of the 2019-2020 school year for Laura Jonasson, Vincent Massey High School teacher, be approved; and the Chairperson and Secretary-Treasurer be authorized to sign same.

**5.06 Bylaws**

**5.07 Giving of Notice**

**5.08 Trustee Inquiries**

**6.00 ANNOUNCEMENTS**

- a) Education and Community Relations Committee Meeting – 1:00 p.m., Wednesday, January 15, 2020, Boardroom.
- b) Finance and Facilities Committee Meeting – 8:30 a.m., Tuesday, January 21, 2020, Boardroom.
- c) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, January 27, 2020, Boardroom.
- d) Upcoming Budget Dates:
  - Budget Presentations – 7:00 p.m., Thursday, February 13, 2020, Boardroom.
  - Public Budget Consultation – 7:00 p.m., Thursday, February 20, 2020, Boardroom.
  - Budget Deliberations – 9:00 a.m., Monday, February 24, 2020, Boardroom.
  - Public Budget Presentations – 7:00 p.m., Monday, March 2, 2020, Boardroom.
  - Final Budget Approval – 7:00 p.m., Monday, March 9, 2020, Boardroom.

**7.00 ADJOURNMENT**



# 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. (Public), MONDAY, DECEMBER 9, 2019.

## **PRESENT:**

Dr. L. Ross, Chairperson, Ms. S. Bambridge, Vice-Chairperson, Mr. P. Bartlette, Ms. K. Fallis, Ms. D. Kejick, Ms. L. Letain (arrived at 6:55 p.m.), Mr. S. Montague.

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

Senior Administration: Dr. M. Casavant, Superintendent/CEO, Mr. M. Gustafson, Assistant Superintendent, Ms. E. McFadzen, Assistant Superintendent.

## **REGRETS:**

Mr. J. Murray.

The Chairperson called the meeting to order at 6:04 p.m.

## **AGENDA**

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

#### **1.01 Approval of Agenda**

Senior Administration added eight (8) In-Camera items to the agenda.

Trustee Bambridge added one (1) item for In-Camera.

Trustee Montague added one (1) item for In-Camera.

Trustee Ross added one (1) item for In-Camera.

Mr. Bartlette – Ms. Fallis

That the agenda be approved as amended.

Carried.

#### **1.02 Adoption of Minutes of Previous Meetings**

- a) The Minutes of the Board Meeting held November 25, 2019 were circulated.

Ms. Bambridge – Mr. Bartlette

That the Minutes be approved.

Carried.

Ms. Fallis – Ms. Kejick

That the Board do now resolve into Committee of the Whole In-Camera. (6:07 p.m.)

Carried.

## IN COMMITTEE OF THE WHOLE IN CAMERA

### **2.00 IN CAMERA DISCUSSION:**

#### **2.01 Student Issues**

##### **- Reports**

- a) Dr. Marc Casavant, Superintendent/CEO, provided information on two (2) Student Matters.
- b) Mr. Denis Labossiere, Secretary-Treasurer, provided an update on a Student Matter.
- c) Mr. Mathew Gustafson, Assistant Superintendent, provided information on a Student Matter.

##### **- Trustee Inquiries**

#### **2.02 Personnel Matters**

##### **- Reports**

- a) Confidential #1 – Personnel Report was presented.
- b) The Secretary-Treasurer provided an update on a Personnel Matter.
- c) The Superintendent/CEO, discussed two (2) Personnel Matters with the Board. He answered Trustee questions and received direction from the Board.

##### **- Trustee Inquiries**

#### **2.03 Property Matters/Tenders**

##### **- Reports**

- a) The Secretary-Treasurer provided updates on a Property Matter.

##### **- Trustee Inquiries**

#### **2.04 Board Operations**

##### **- Reports**

- a) Trustee Ross spoke on a Board Operations Matter.
- b) Trustee Bambridge spoke on a Board Operations Matter.
- c) Trustee Montague discussed a Board Operations Matter.

##### **- Trustee Inquiries**

Mr. Bartlette – Ms. Letain

That the Committee of the Whole In-Camera do now resolve into Board. (6:59 p.m.)

Carried.

The Chairperson called the public portion of the meeting to order at 7:04 p.m. with a traditional heritage acknowledgement and welcomed everyone in attendance.

### **3.00 PRESENTATIONS AND COMMUNICATIONS:**

#### **3.01 Presentations For Information**

### **3.02 Communications For Information**

- a) Correspondence addressed to Trustee Ross, Board Chairperson, from the Speech Language Pathologists (SLPs), Brandon School Division, November 18, 2019, expressing their appreciation for supporting their attendance at the Closing the Gap Conference in Prior Lake, Minnesota. This conference brings together the leading experts and specialists in the area of Augmentative/Alternative Communication and Assistive Technology. With Brandon School Division's commitment to support and increase the use of Accessible Learning materials and training, this conference laid the foundation for developing further training, determining goals in their high impact role alike team and gathering insights to assist Division students.

The SLP's note that they appreciate the continued openness and support from Mrs. McFadzen and Dr. Casavant, and they appreciate the opportunity to learn and grow as a clinical group. The experience has already shown measurable impact with students and in school teams.

Ordered Filed.

### **3.03 Communications For Action**

## **4.00 REPORT OF SENIOR ADMINISTRATION**

The Superintendent/CEO provided highlights on the following items from the December 9, 2019 Report of Senior Administration:

- Administrative Information
  - Celebrations
    - Mental Health and Addictions Supports – Betty Gibson School
  - Information Items
    - Manitoba Education Correspondence
      - Proclamation re: Bullying Awareness and Prevention Week
      - Letter Regarding E-Cigarettes (Vaping)
    - Vincent Massey High School Off-Site Activity
    - Trustee By-Election
    - Presentations
      - Continuous Improvement at Riverview School – N. Warwaruk, C. Roberts
- Business Arising for Board Action
  - Information for Discussion and Correspondence
    - Crocus Plains Regional Secondary School Off-Site Activity Request
    - The Brandon Catholic School Board
  - Senior Administration Response to Trustee Inquiries – S. Montague – Vaping Inquiry

Trustee Ross thanked the Riverview School group for attending and presenting.

Trustee Bambridge suggested that the Board write letters to the MLAs, Minister of Justice and Minister of Education requesting that the Province of Manitoba start looking at tightening up legislation on their regulations regarding vaping. The Board agreed that letters would be sent.

Trustee Montague thanked Senior Administration for preparing their response to his inquiry.

Ms. Bambridge – Mr. Bartlette

That the December 9, 2019 Report of Senior Administration be received and filed.

Carried.

**5.00 GOVERNANCE MATTERS****5.01 Reports of Committees**

- a) Finance and Facilities Committee Meeting  
The written report of the Finance and Facilities Committee meeting held on November 26, 2019 was circulated.

Mr. Montague – Ms. Letain  
That the Report be received and filed.  
Carried.

**5.02 Delegations and Petitions****5.03 Business Arising**

- From Previous Delegation
- From Board Agenda
- MSBA Matters

**5.04 Public Inquiries (max. 15 minutes)****5.05 Motions**

- 80/2019 Mr. Montague – Ms. Bambridge  
That the Board of Trustees of the Brandon School Division opposes Quebec's Bill 21 that bans public servants in positions of authority, such as teachers, from wearing religious symbols, such as a turban, hijab, kippah or crucifix;

And further, that the Board of Trustees reiterate our commitment to all students, parents, staff and community members from diverse backgrounds of creating and supporting an inclusive and welcoming environment in our schools and in the community.

Carried.

- 81/2019 Ms. Fallis – Mr. Bartlette  
That the request involving approximately fifteen (15) male and ten (10) female Crocus Plains Regional Secondary School students in grades 10 to 12, who are part of the Crocus Plains Design Drafting Department Travel Club, to make a trip to Greece from March 26 to April 3, 2021 be approved and carried out in accordance with Board Policy #9.

Carried.

- 82/2019 Ms. Bambridge – Ms. Kejick  
That the Agreement between the Division, The Brandon Catholic School Board and The Roman Catholic Archbishopial Corporation regarding St. Augustine School be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures thereto.

Carried.

- 83/2019 Ms. Fallis – Mr. Montague  
That Off-Campus School be now renamed as Prairie Hope High School.

Carried.

84/2019 Mr. Bartlette – Ms. Fallis

That the Tender from Benmarks in the amount of \$131,681.34 (including taxes) for The Supply and Installation of an Internet Protocol Paging Solution at J.R. Reid School, to be funded from the Designated Surplus, be accepted.

Carried.

85/2019 Mr. Montague – Mr. Bartlette

That the proposal from Johnson Controls in the amount of \$508,887 (plus applicable taxes) for facility lighting upgrades at Crocus Plains, Earl Oxford and George Fitton, to be funded from the Designated Surplus, be accepted.

Trustee Bartlette asked what this project might meant to the Division in regards to energy use. The Secretary-Treasurer responded that there would be an annual energy savings of approximately \$41,641.

Carried.

## **5.06 Bylaws**

Mr. Kejick

### **By-Law 12/2019**

#### **2<sup>nd</sup> Reading:**

That By-law 12/2019, being a borrowing by-law in the amount of \$1,127,800 upon the credit of the Division by the issue and sale of the security to meet partial costs for construction of:

#### **School**

Earl Oxford School  
Green Acres School  
King George School  
Maryland Park School  
Riverheights School

#### **Project**

One Modular Classroom unit  
Heating System and Unit Ventilator Replacement  
Roof Top Unit Replacement  
New K-8 School  
Roof Replacement

be now read for the second time, having been first read on November 25, 2019.

Carried.

#### **3<sup>rd</sup> Reading:**

That the rules be suspended and By-Law 12/2019 be now read for a third and final time, and taken as read, finally passed.

Carried.

#### **Point of Privilege:**

Trustee Bartlette confirmed with the Secretary-Treasurer that By-law 12/2019 is for progress payments on projects already in progress.

## **5.07 Giving of Notice**

## **5.08 Trustee Inquiries**



**6.00 ANNOUNCEMENTS**

- a) Teacher Liaison Committee Meeting – 4:00 p.m., Wednesday, December 11, 2019, Boardroom.
- b) Support Personnel Labour Management Committee Meeting – 3:30 p.m. Thursday, December 12, 2019, Room 302.
- c) Finance and Facilities Committee Meeting – 8:30 a.m., Tuesday, December 17, 2019, Boardroom.
- d) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, January 13, 2020, Boardroom.
- e) Upcoming Budget Dates:
  - Budget Presentations – 7:00 p.m., Thursday, February 13, 2020, Boardroom.
  - Public Budget Consultation – 7:00 p.m., Thursday, February 20, 2020, Boardroom.
  - Budget Deliberations – 9:00 a.m., Monday, February 24, 2020, Boardroom.
  - Public Budget Presentations – 7:00 p.m., Monday, March 2, 2020, Boardroom.
  - Final Budget Approval – 7:00 p.m., Monday, March 9, 2020, Boardroom.

Ms. Letain - Ms. Bambridge

That the Board do now resolve into Committee of the Whole In-Camera. (8:00 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA (8:15 p.m.)

Mr. Bartlette – Ms. Kejick

That the Committee of the Whole In-Camera do now resolve into Board. (8:50 p.m.)

Carried.

**7.00 ADJOURNMENT**

Ms. Fallis – Ms. Letain

That the Board do now adjourn. (8:50 p.m.)

Carried.

---

Chairperson

---

Secretary-Treasurer



# Appendix 'A'

RECEIVED

DEC 17 2019

## MINISTER OF EDUCATION

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

Office of the Secretary Treasurer  
Brandon School Division

Dr. Linda Ross  
Chair  
Board of Trustees  
Brandon School Division  
1031 6<sup>th</sup> Street  
Brandon MB R7A 4K5

DEC 12 2019

Dear Dr. Ross:

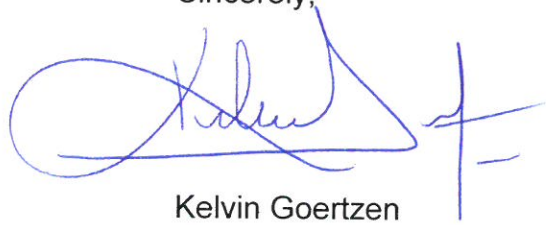
I am pleased to welcome George Fitton School into Manitoba Education's Community Schools Program (CSP) and provide the Brandon School Division with a grant of \$160,000 toward the 2019/20 participation of George Fitton and New Era Schools in the program. This grant represents the government's commitment to enhancing student mental health, educational engagement, academic success, and overall well-being.

The CSP supports the capacity of schools to mobilize school-community resources that promote school readiness, attendance, and family and student engagement with an eye toward improving educational opportunities and outcomes for students, families and neighbourhoods. As hubs of educational, social, cultural, recreational, and interagency programming, community schools offer a range of programs, resources and services that enhance the impact of effective classroom instruction and school based supports.

Approximately 70 per cent of community school funding is intended for the school's community connector or support worker who is an essential feature of the community school philosophy, working with families, developing partnerships and mobilizing resources in ways that complements the school's academic program. *The Community Schools Program 2014-18 Public Report* outlines a variety of programs, services and resources that schools can offer to support strong family and student engagement in education. It can be accessed at:  
[www.edu.gov.mb.ca/csp/reports/index.html](http://www.edu.gov.mb.ca/csp/reports/index.html).

I wish you continued success with your community school programming. If you require additional information about the Community Schools Program, please contact Dino Altieri at the Indigenous Inclusion Directorate 204-945-6181 or email [dino.altieri@gov.mb.ca](mailto:dino.altieri@gov.mb.ca).

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kelvin Goertzen', with a large loop at the start and a horizontal line extending to the right.

Kelvin Goertzen  
Minister  
Education

- c. Grant Doak, Deputy Minister of Education  
Dino Altieri, Assistant Director of Indigenous Inclusion Directorate



# BRANDON SCHOOL DIVISION

## Report of Senior Administration to the Board of Trustees

January 13, 2020

### A. Administrative Information

#### I. CELEBRATIONS

##### 1. **FEEDBACK FROM PUBLIC SCHOOLS' FINANCE BRANCH**

Positive feedback was received from the Acting Coordinator, Accounting & Consolidation and FRAME Accountant, Schools' Finance Branch. Specifically, the Secretary-Treasurer received an email thanking staff for their "amazing job" in submitting the Asset Retirement Obligation report, which is a new required report from Manitoba Finance. This is just one example of BSD staff working together (in this case on a very tight provincial deadline) in support of our students and staff.

#### II. COMMUNITY CONNECTIONS

The following community connections were made by Dr. Casavant, Superintendent/CEO from December 4, 2019 to January 7, 2020.

- December 4, 2019 – meeting with Chief Wayne Balcaen, Brandon Police Service
- December 5, 2019 – meeting regarding George Fitton School and the Provincial Community Schools Program
- December 5, 2019 – Manitoba Association of School Superintendents (MASS) Indigenous Education Committee meeting
- December 6, 2019 – Learn Not to Burn thank you luncheon
- December 12, 2019 – Manitoba Association of School Superintendents (MASS) meeting
- December 13, 2019 – Southwest Superintendents' Group meeting
- December 13, 2019 – Brandon University Indigenous Education Senate Sub Committee meeting

*"Accepting the Challenge"*

- December 16, 2019 – meeting with David Swayze and Blair Filyk, Meighen Haddad Law Firm
- December 17, 2019 – Operational Divisional Leadership Team meeting
- December 17, 2019 – meeting with Cale Dunbar, President, Brandon Teachers' Association
- December 18, 2019 – BSD Administration Office holiday luncheon
- December 19, 2019 – meeting with Dr. Gautam Srivastava, Brandon University
- January 7, 2020 – Maryland Park School meeting
- January 7, 2020 – meeting with Tracy Williams, Executive Director, Career Connections Inc.

### **III. SUSPENSIONS**

<u>SCHOOL</u>	<u>NO./STUDENT</u>	<u>NO./DAYS</u>	<u>REASON</u>
Elementary Schools	2 total	2 – 3 day	Assaultive Behaviour
High Schools	43 total	1 – 3 day	Weapons
		3 – 3 day	Assaultive Behaviour
		15 – 3 day	Unacceptable Behaviour (7 vaping)
		1 – 4 day	Weapons
		1 – 4 day	Drug and Alcohol AP
		2 – 5 day	Drug and Alcohol AP
		7 – 5 day	Assaultive Behaviour
		8 – 5 day	Unacceptable Behaviour
		1 – 8 day	Assaultive Behaviour
		1 – 10 day	Weapons
		2 – 10 day	Assaultive Behaviour
		1 – 30 day	Assaultive Behaviour

### **IV. INFORMATION ITEMS**

#### **1. MANITOBA EDUCATION CORRESPONDENCE**

For Information ..... Dr. Casavant

Correspondence was received from Honourable Kelvin Goertzen, Minister, Manitoba Education, informing me that funding up to \$40,000.00 has been approved in fiscal year 2019/2020 for the Brandon School Division toward the Enhanced School-Based Mental Health and Addictions Supports initiative. This funding is allocated for a High Fidelity Wraparound Inter-Agency facilitator to support students in Brandon School Division.

## **V. PRESENTATIONS**

### **1. CONTINUOUS IMPROVEMENT AT KING GEORGE SCHOOL**

For Information .. M. Kendzierski, K. MacFarlane, D. Foord, D. Rochelle, and R. Boyd

Michael Kendzierski, Principal; Katherine MacFarlane, Vice-Principal; Devin Foord, Continuous Improvement Coach; Denise Rochelle, Reading Recovery and Literacy Support Teacher; and Robert Boyd, English as an Additional Language Teacher will provide an update on Continuous Improvement initiatives in progress at King George School.

### **2. MARYLAND PARK SCHOOL**

For Information .....B. Miller

Barbara Miller, Principal, will provide an update on Maryland Park School.

## **B. Business Arising for Board Action**

### **I. INFORMATION FOR DISCUSSION AND CORRESPONDENCE**

#### **1. PERSONNEL REPORT**

For Information ..... Y. Otukoya

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

#### **2. LETTER OF UNDERSTANDING – ARTICLE 27 – LUNCH PERIOD OF THE COLLECTIVE AGREEMENT**

For Information .....D. Labossiere

Laura Jonasson, teacher at Vincent Massey High School, has been fulfilling a timetable in which her scheduled lunch period falls outside of the 11:00 a.m. to 2:00 p.m. window as specified in Article 27 of the Collective Bargaining Agreement.

A Letter of Understanding between The Brandon Teachers' Association and The Brandon School Division has been drafted to reflect the one-time variance on Article 27 - Lunch Period for Laura Jonasson and is attached as Appendix A. A motion is included in the agenda for Board consideration. Please contact me should you require further information.

#### ***RECOMMENDATION:***

*That the Letter of Understanding between The Brandon Teachers' Association and The Brandon School Division with respect to a modified*

*lunch hour for the first semester of the 2019-2020 school year for Laura Jonasson, Vincent Massey High School teacher, be approved; and the Chairperson and Secretary-Treasurer be authorized to sign same.*

## **II. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES**

- 1. RESPONSE TO TRUSTEE INQUIRY: “EIGHT YEARS AGO, BSD BEGAN TO PARTIALLY IMPLEMENT FULL-DAY/EVERY-DAY KINDERGARTEN IN OUR SCHOOLS, WITH THESE CLASSES BEING IMPLEMENTED IN SCHOOLS WITH THE LOWEST AVERAGE EDI SCHOOL PREPAREDNESS SCORES. DO MORE RECENT EDI REPORTS CONTINUE TO SUPPORT THE SAME SCHOOLS AS BEING MOST IN NEED?”**

For Information .....M. Gustafson

Mathew Gustafson, Assistant Superintendent will provide a response to this Trustee inquiry. Please see Appendix B.

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

**Dr. Marc D. Casavant  
Superintendent/Chief Executive Officer**

**LETTER OF UNDERSTANDING**

**BETWEEN:**

**THE BRANDON TEACHERS' ASSOCIATION  
OF THE MANITOBA TEACHERS' SOCIETY**  
(hereinafter referred to as the "Association")

OF THE FIRST PART

**AND**

**THE BRANDON SCHOOL DIVISION**  
(hereinafter referred to as the "Division")

OF THE SECOND PART

WHEREAS Article 27 – Lunch Period of the Collective Agreement states:

*"Every teacher shall be entitled to an uninterrupted duty free lunch period (mid-day intermission) of (60) minutes, exclusive of scheduled non-contact time, between 11:00 a.m. and 2:00 p.m. of each school day, unless Brandon Teachers' Association on behalf of a majority of the teachers in a particular school and the administration responsible for that school agree to a different arrangement."*

AND WHEREAS Vincent Massey High School Teacher Laura Jonasson has been asked to fulfill a time table in which her scheduled lunch period would be from 10:05am until 11:05am.

NOW THEREFORE, the parties agree on a without precedent, without prejudice basis to a one-time variance on Article 27-Lunch Period for Laura Jonasson as follows:

- 1) That during the first semester of the 2019-2020 school year Laura may take her lunch period outside the 11:00 a.m. to 2:00 p.m. window prescribed in Article 27-Lunch Period of the Collective Agreement.

DATED at the City of Brandon, in the Province of Manitoba, this \_\_\_\_ day of January 2020.

On behalf of the Division

On behalf of the Teachers' Association

---

Linda Ross, Chairperson

---

Cale Dunbar, President

---

Denis Labossiere, Secretary-Treasurer

---

Alison Johnston, Secretary



# Response to Trustee Inquiry

Topic: Data to inform full day everyday kindergarten

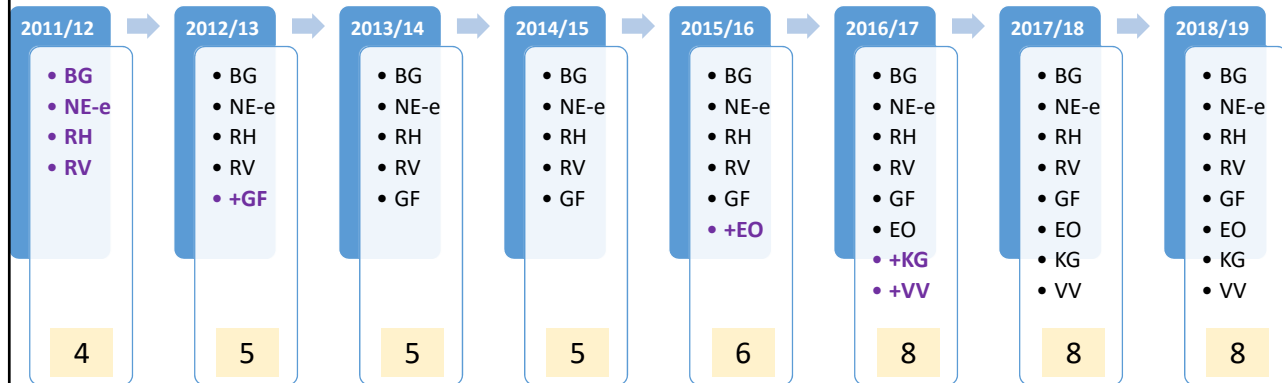


## Summary of Trustee Inquiry



“Eight years ago, BSD began to partially implement full day everyday kindergarten in our schools, with these classes being implemented in schools with the lowest average EDI school preparedness scores. Do more recent EDI reports continue to support the same schools as being most in need?”

## Timeline of FDEDK Implementation



## Early Development Instrument (EDI)



Early Development Instrument  
GUIDE  
2010/2011  
Manitoba

- A census of children's developmental health / school readiness
- Collected by K teachers on K students
- 120 questions
- 5 developmental areas
- Biennial collection
- 7 waves of data (2005/06, 06/07, 08/09, 10/11, 12/13, 14/15, 16/17)

[http://www.offordcentre.com/readiness/files/EDI\\_2009-2010\\_EN.pdf](http://www.offordcentre.com/readiness/files/EDI_2009-2010_EN.pdf)





## EDI Objectives:

- Assess strengths
- Assess needs
- Predict how children will do in school

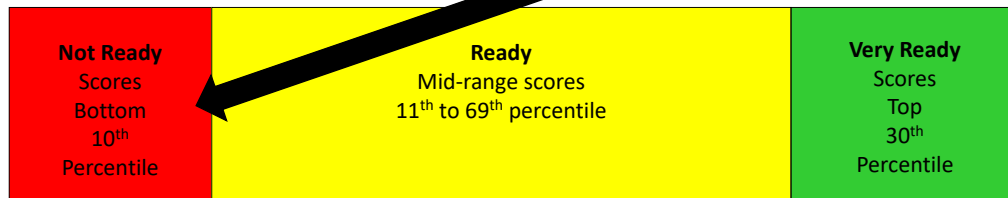
The EDI is intended to measure children's school readiness at a *group level* – it is not an individual assessment tool.



## 5 EDI Domains

1. Physical Health & Well-being
2. Social Competence
3. Emotional Maturity
4. Language & Thinking Skills
5. Communication Skills & General Knowledge

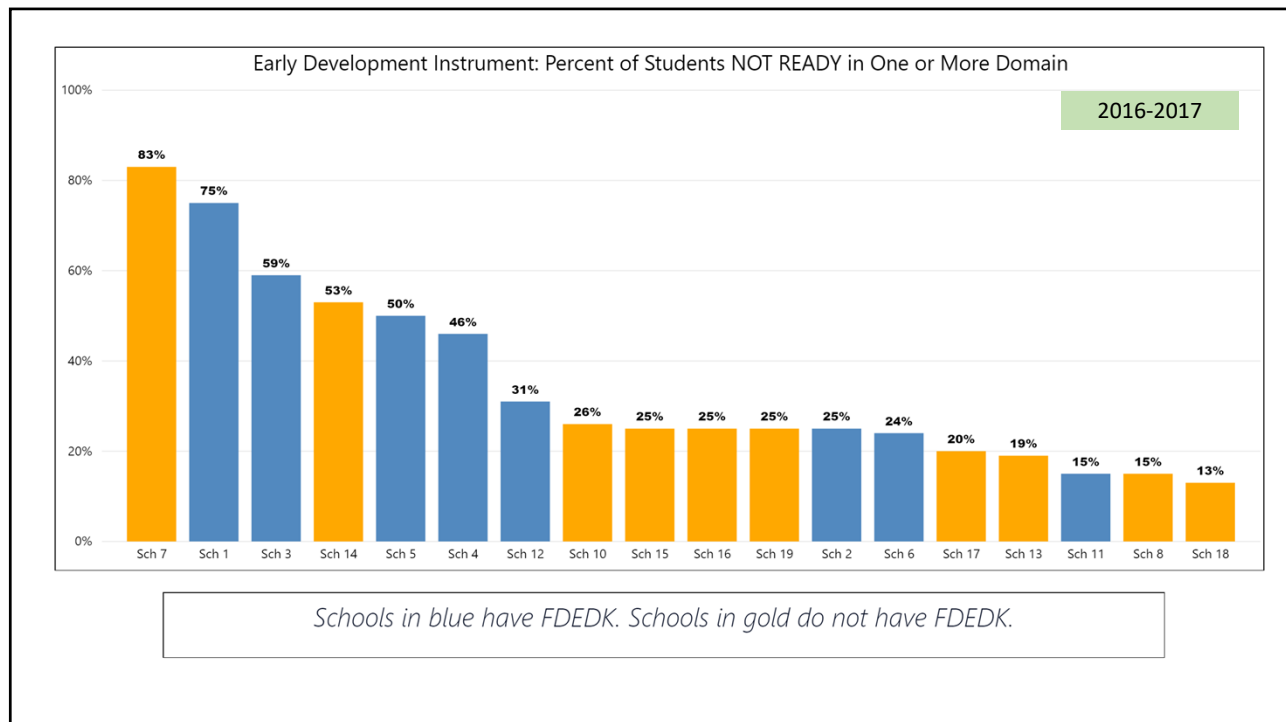
## Important Terminology



## EDI Need Index =

% of students “NOT READY” in one or more domains





- Response to Trustee Inquiry: 2016-2017 EDI data do not continue to support the same schools as being most in need.
- At least 5 of the FDEDK schools continue to demonstrate need.
- Some half-time schools are starting to demonstrate as great or greater need than some FDEDK schools.
- However, we can expand our analysis to provide a more robust picture

## Strengths and Limitations of EDI Data



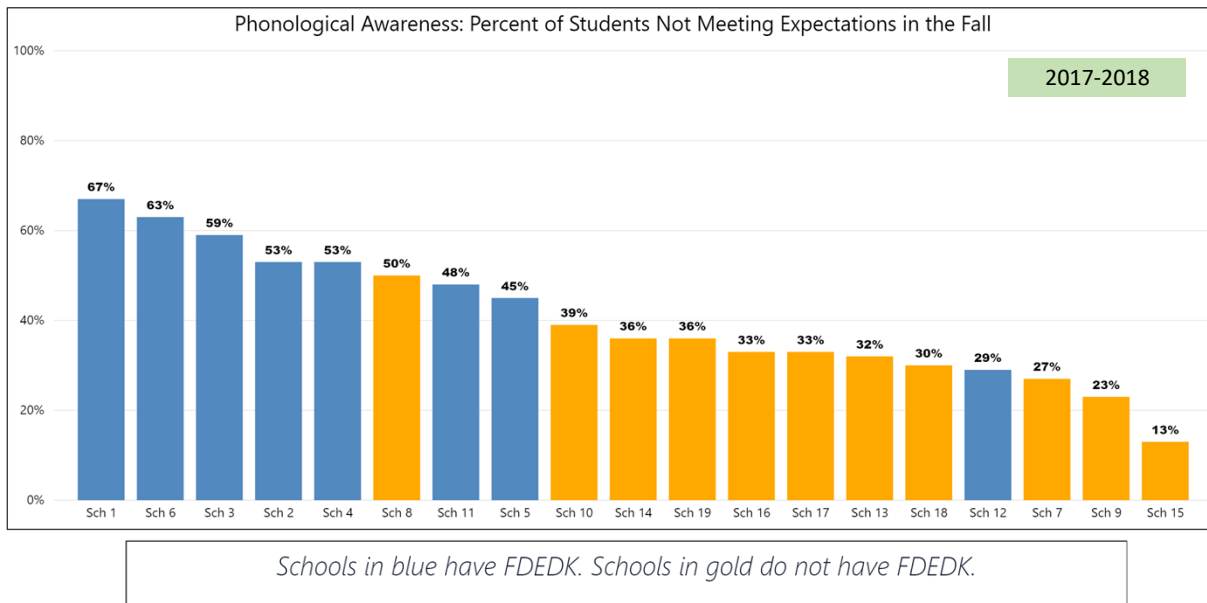
- Robust measurement tool
- Covers a wide range of readiness domains
- Provides national comparisons
- Gathered in middle of kindergarten year
- Teacher evaluations with no training to ensure consistency

## Other “Readiness” Data Sources:



### 1. Phonological Awareness Screening Tool (PAST)

- Captured in early fall
- Consistent administration
- Only one aspect of readiness captured
- Data not gathered on many of the most needy students



## Other Data Sources (cont.)



### 2. Student demographic factors associated with greater need:

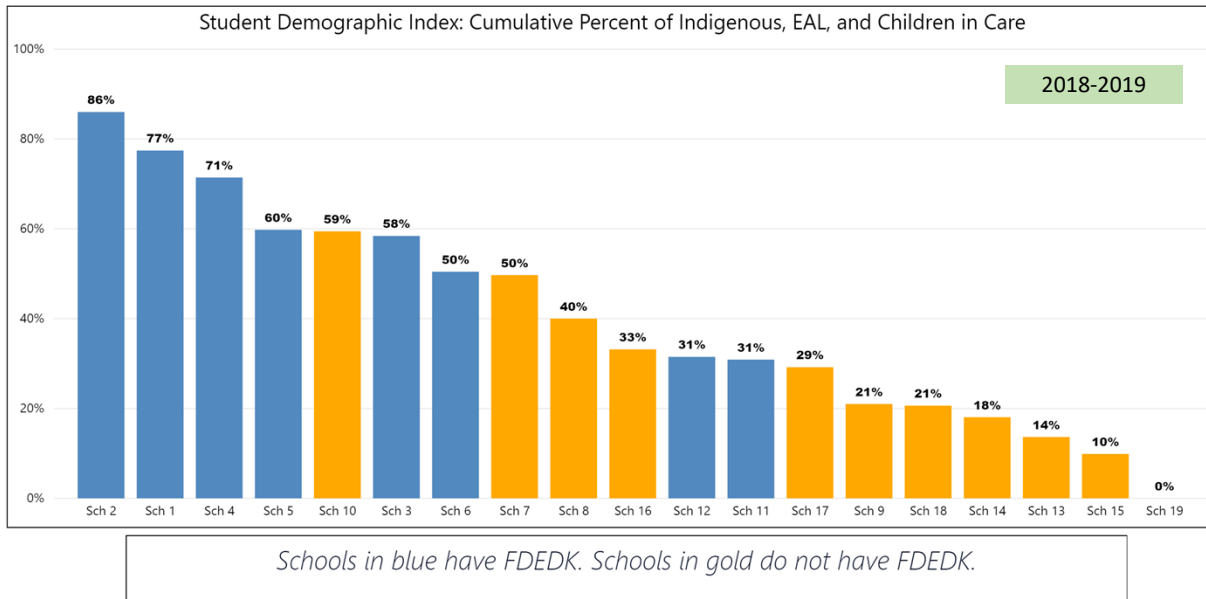
- Indigenous
- EAL
- Children in care

Student  
Demographic Index

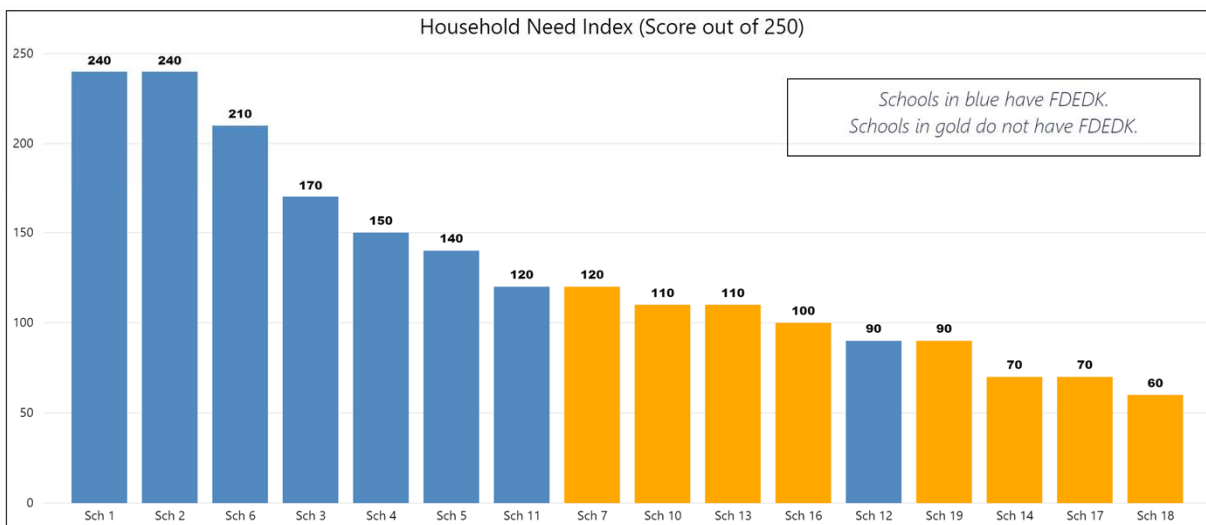
### 3. Household/family factors associated with greater need:

- Low income
- Single parent
- Households without high school diploma
- Transiency
- Unemployment

Household  
Demographic Index



Household Need Index is a score out of 250 based on the degree to which families from a given school have the following characteristics: 1) low income, 2) single parent, 3) without a high school diploma, 4) transient, and 5) unemployed. These index scores are based on the *2016 Canadian Census*.







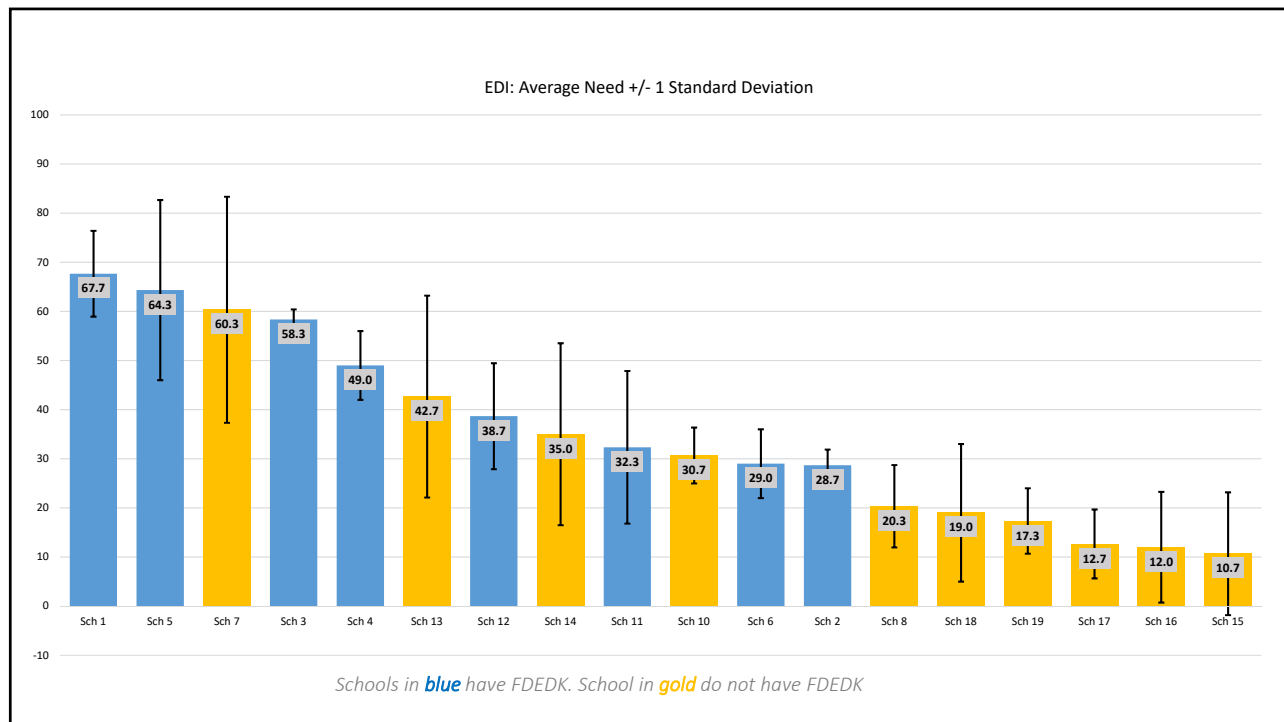
## Analysis of need utilizing all available measures

- 8 of 18 schools have FDEDK
- Half of current Kindergarten classes in Brandon School Division are currently FDED



## EDI:

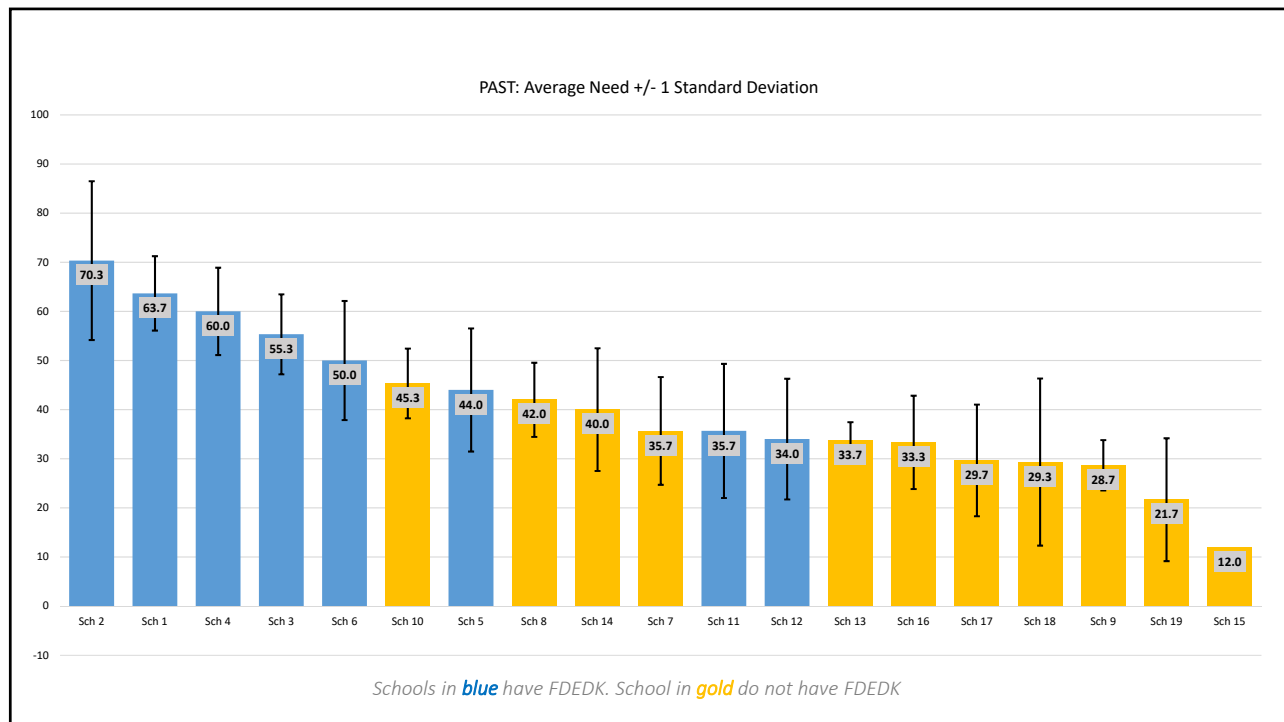
- Most recent EDI data is from 2016-17 school year
- variability in scores could be influenced by small class sizes or changes in staff or changes in catchment
- Attempt to mitigate the influence of variability by using the last three EDI scores (2012-13, 2014-15, 2016-17)
- 2018-19 school data will be available in January
- Bars represent sample average for the three years.
- Whisker plots represent +/- 1 sample standard deviation
- The greater the sample standard deviation, the less consistent the data points in the sample



## Phonological Awareness:



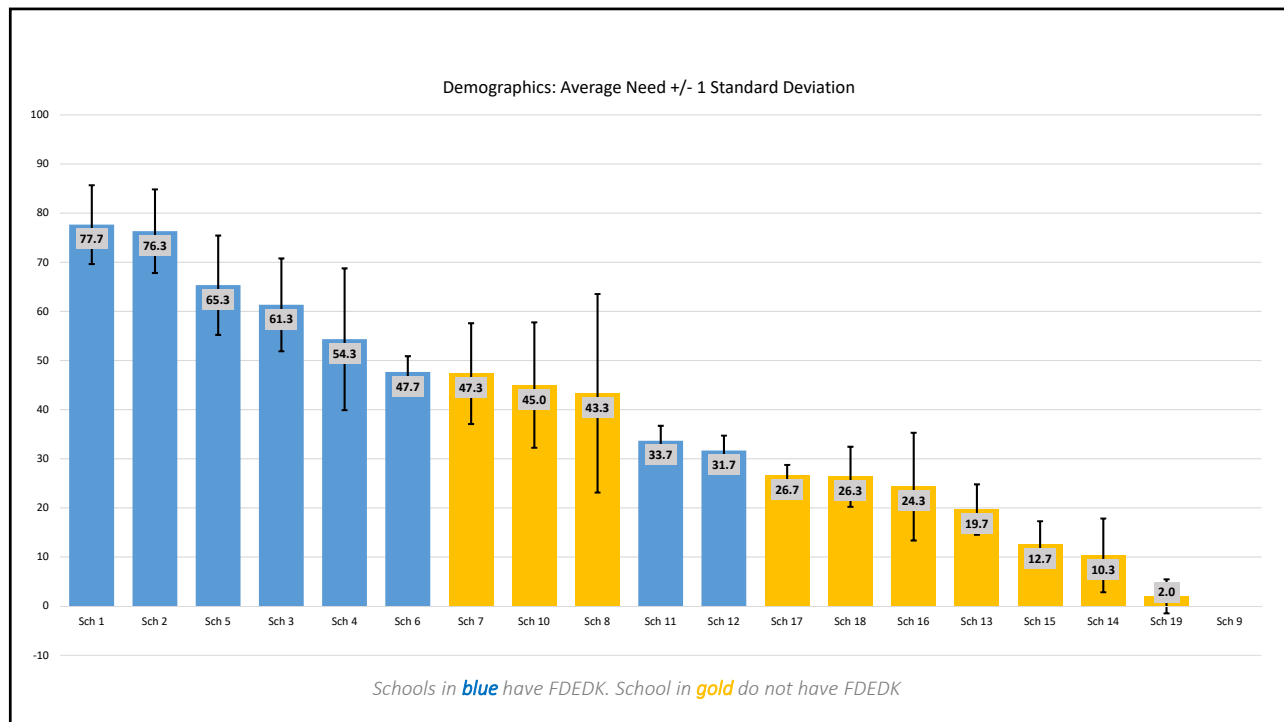
- Percent of Students not meeting expectations in the fall
- variability in scores could be influenced by small class sizes or changes in catchments
- Attempt to mitigate the influence of variability by using the last three EDI scores (2015-16, 2016-17, 2017-18)
- Bars represent sample average for the three years.
- Whisker plots represent +/- 1 sample standard deviation
- The greater the sample standard deviation, the less consistent the data points in the sample



## Student Demographic Index:



- Cumulative percent of EAL, Indigenous and Children in Care Students
- Variability in scores could be influenced by smaller school sizes or changes in the number of EAL, Indigenous, or Children in Care
- Attempt to mitigate the influence of variability by using the last three years of demographics
- Bars represent sample average for the three years.
- Whisker plots represent +/- 1 sample standard deviation
- The greater the sample standard deviation, the less consistent the data points in the sample



## Analysis #1



- Schools are ranked within each measure based on the average of the last 3 data points.
- Each measure is given equal weighting.
- Total represents the aggregate sum of the measure ranking.
- The lower the number, the greater the need.

School	EDI Ranking	PAST Ranking	Student Demographic Index	Household Need Index	Total
School 1	1	2	1	1	5
School 3	4	4	4	4	16
School 2	12	1	2	1	16
School 4	5	3	5	5	18
School 5	2	7	3	6	18
School 6	11	5	6	3	25
School 7	3	10	7	7	27
School 8	13	8	9		30
School 9		17	15		32
School 10	10	6	8	9	33
School 11	9	10	10	7	36
School 12	7	12	11	12	42
School 13	6	13	16	9	44
School 14	8	9	18	14	49
School 15	18	19	17		54
School 16	17	14	14	11	56
School 17	18	15	12	14	59
School 18	14	16	13	16	59
School 19	15	18	19	12	64

Schools in *blue* have FDEDK. School in *gold* do not have FDEDK

## Analysis #2



- Schools are ranked within each measure based on the average of the last 3 data points.
- The highest ranked school is given a value of 100 and other schools values are calculated relative to that value.
- Each measure is given equal weighting.
- Total represents the aggregate sum of the relative measure rankings.
- The higher the number, the greater the need.

School	EDI Ranking	PAST Ranking	Student Demographic Index	Household Need Index	Total
School 1	100	91	100	100	391
School 2	42	100	98	100	340
School 3	86	79	79	71	315
School 5	95	63	84	58	300
School 4	72	85	70	63	290
School 6	43	71	61	88	263
School 7	89	51	61	50	251
School 10	45	64	58	45	212
School 11	48	51	43	50	192
School 12	57	48	41	38	184
School 13	63	48	25	46	182
School 14	52	57	13	29	151
School 8	30	60	56		146
School 16	18	47	31	42	138
School 18	28	42	34	25	129
School 17	19	42	34	29	124
School 19	26	31	3	38	98
School 9		41	31		72
School 15	16	17	16		49

Schools in *blue* have FDEDK. School in *gold* do not have FDEDK

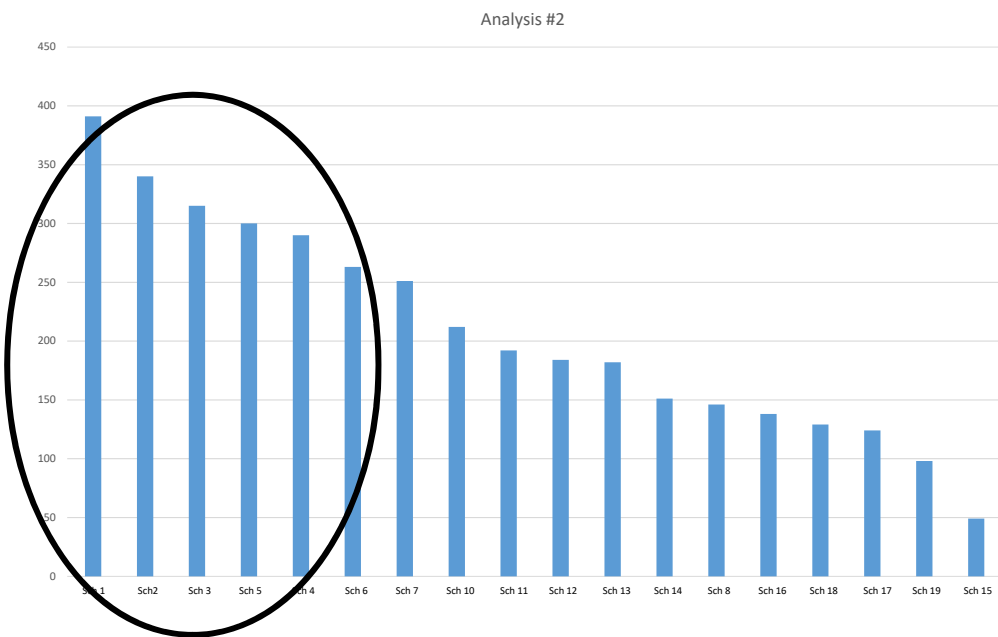
## Analysis #3

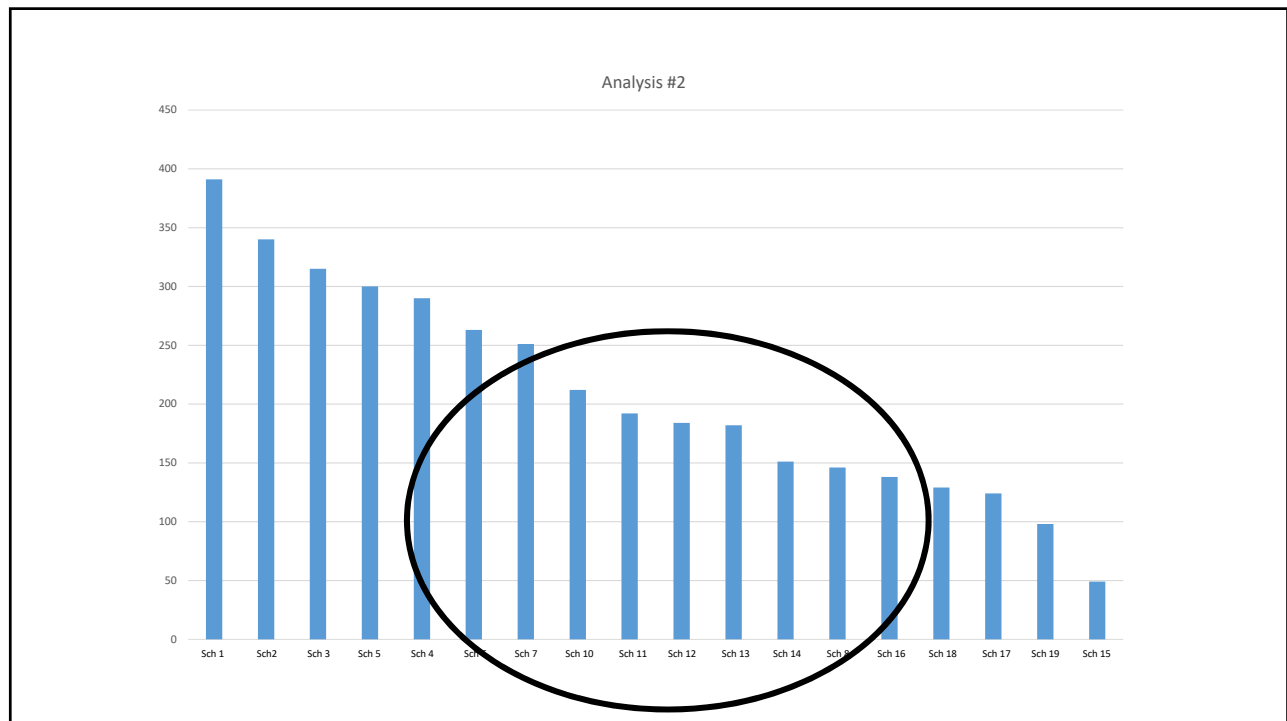
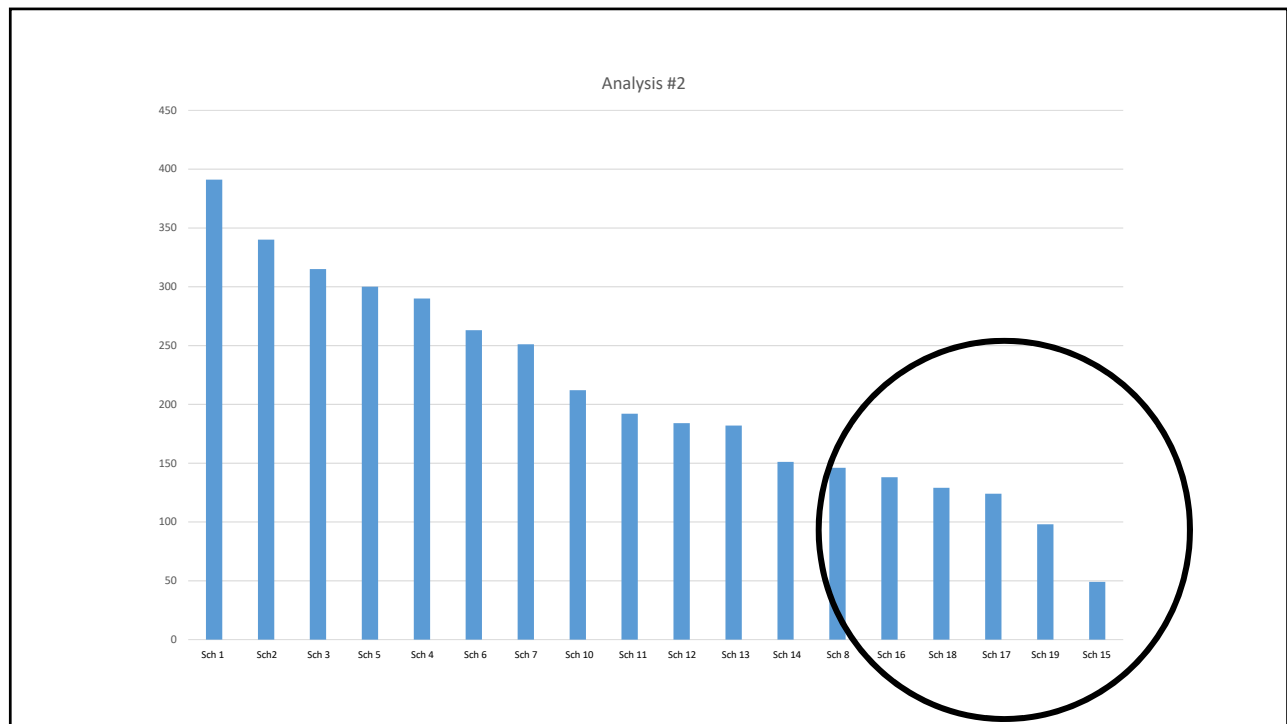


- Sample variance for each measure calculated based on the last 3 data points for their school.
- Total represents the aggregate sum of all measures.
- The lower the total, the more confident we are in the measures as a stable predictor for that school.

School	EDI Variance	Standard Deviation	PAST Variance	Standard Deviation	Demographic Variance	Standard Deviation	Total Standard Deviation
School 9		0	26.3	5.13	19	4.36	9.49
School 15	156.3	12.5	3	1.73	21.3	4.62	18.85
School 3	4.3	2.07	66.3	8.14	89.3	9.45	19.67
School 17	49.3	7.02	129.3	11.37	4.3	2.07	20.47
School 6	49	7	147	12.12	10.3	3.21	22.33
School 19	44.3	6.66	156.3	12.5	12	3.46	22.62
School 1	76.3	8.73	57.3	7.57	64.3	8.02	24.32
School 10	32.3	5.68	50.3	7.09	163	12.77	25.54
School 12	116.3	10.78	151	12.29	9.3	3.05	26.12
School 2	10.3	3.21	261.3	16.16	72.3	8.5	27.88
School 13	422.3	20.55	14.3	3.78	26.3	5.13	29.46
School 4	49	7	79	8.89	208.3	14.43	30.32
School 16	127	11.27	90.3	9.5	120.3	10.97	31.74
School 11	241.3	15.53	186.3	13.65	9.3	3.05	32.23
School 8	70.3	8.38	57	7.55	408.3	20.21	36.14
School 18	196	14	289.3	17.01	37.3	6.11	37.12
School 14	343	18.52	156	12.49	56.3	7.5	38.51
School 5	336.3	18.34	157	12.53	102.3	10.11	40.98
School 7	529.3	23.01	120.3	10.97	105.3	10.26	44.24

Schools in *blue* have FDEDK. School in *gold* do not have FDEDK









- Given the smaller relative difference between the schools in the middle group and the variability within that group, the ranking of the schools in the middle group has the potential to become fluid from year to year
- In other words, the schools that don't have FDEDK and demonstrate the most need may not be the same schools in 1, 2 or 3 years.

The original question: "Do more recent EDI reports continue to support the same schools as being most in need?"



Response to Trustee Inquiry:

When we add the extra measures:

- At least 6 of the FDEDK schools continue to demonstrate a need
- Some half-time schools are starting to demonstrate as great or greater need than some FDEDK schools
- However, given the smaller relative differences between these schools and the variability in their data, the relative level of demonstrated need is not possible to quantify.

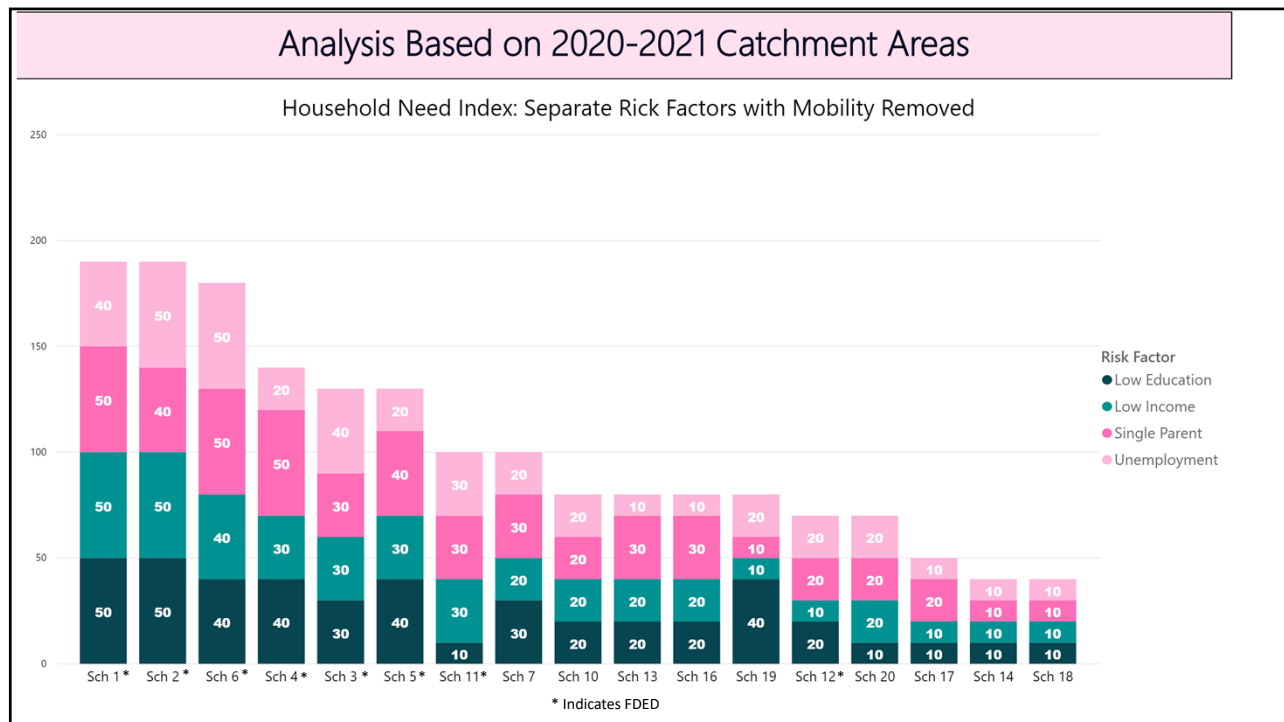


## Next Year's catchments

- 4 schools impacted by the new catchments

## New Catchment Area Need Analysis Based on 2 Indices:

- **Household Need Index:** a score out of 250 based on the degree to which families from a given catchment have the following characteristics (based on the 2016 Canadian Census):
  1. low income
  2. single parent
  3. households without a high school diploma
  4. high mobility
  5. unemployment
- **Student Demographic Need Index:** a percentage score based on currently enrolled students living in each catchment area, including the following demographic factors associated with greater need:
  1. Indigenous
  2. English as an additional language learners
  3. children in care



## Limitations of the Household Need Index

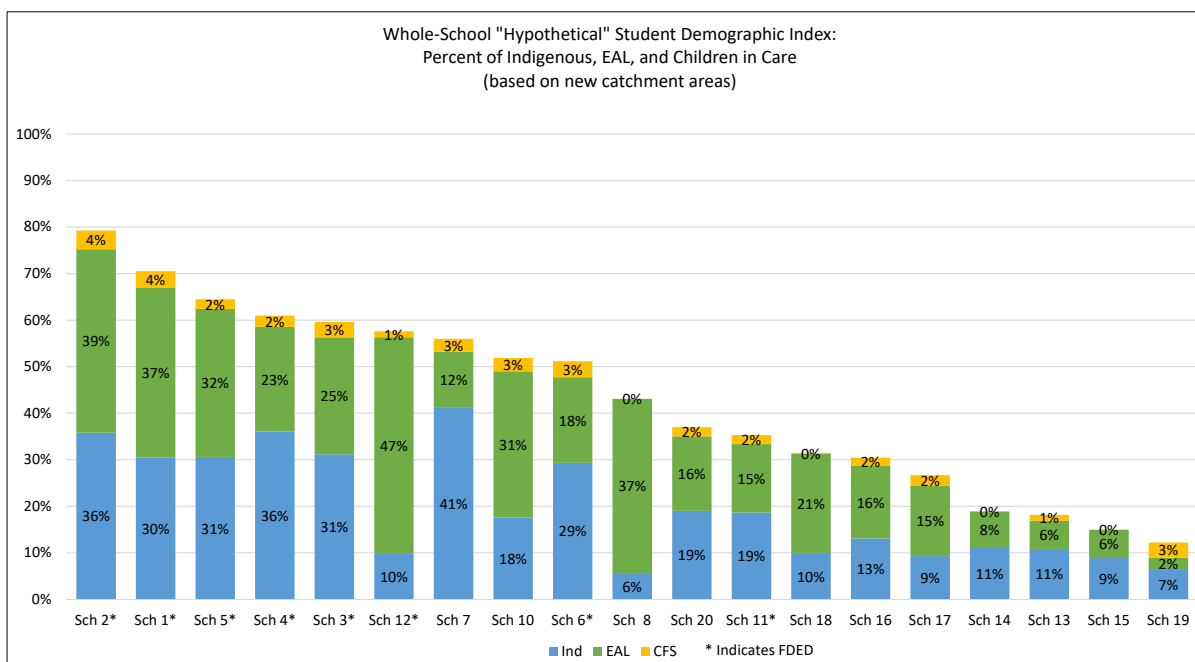


- Based on 2016 Census data
  - Outdated
  - Especially concerning in areas of considerable development
- The definition of mobility: have moved within the last year
  - Different than student transiency
  - Differentially impacts newer developments, and in such cases, is not necessarily indicative of student need
  - **Mitigated by removing this measure and adjusting the Household Need Index to 200.....**

## Student Demographic Need Index based on New Catchment Areas



- Possible Maryland Park students were identified based on current students' addresses falling within the MP catchment area.
- These students were then removed from the numbers at their current schools.
- With these new "hypothetical" student lists, %'s of Indigenous, EAL, and CFS students were calculated and summed.



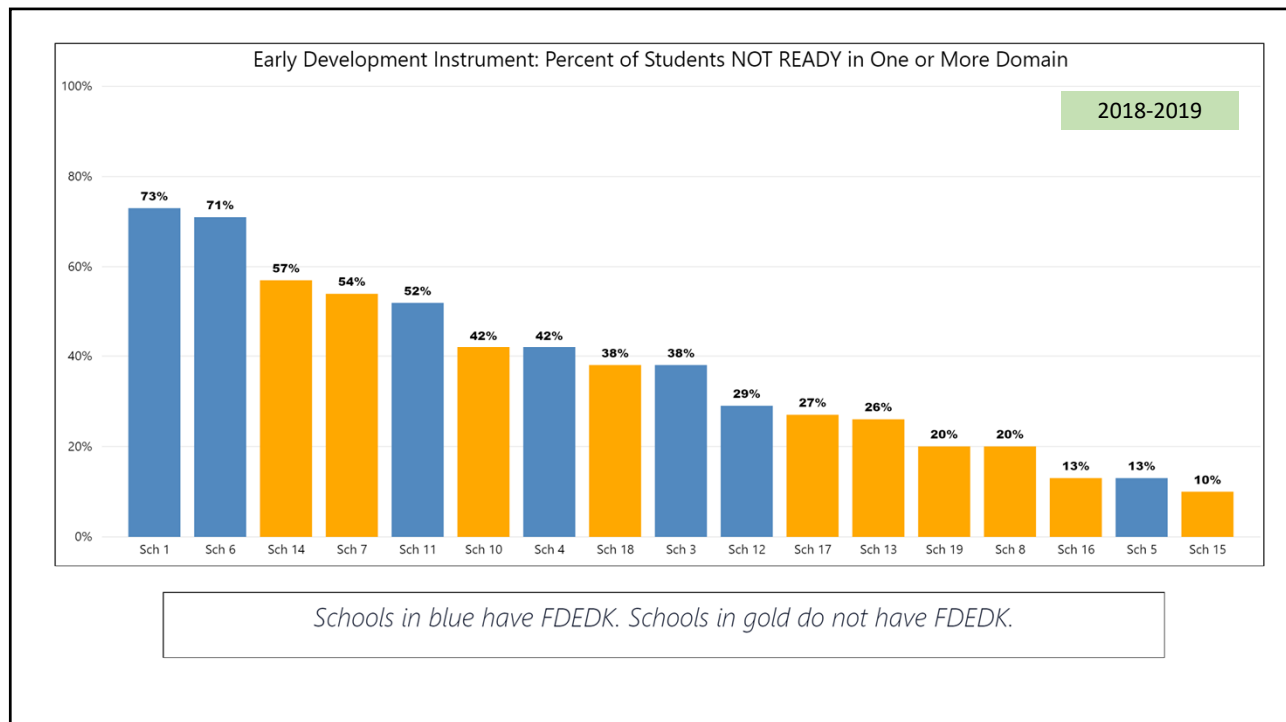
## Limitations of Student Demographic Need Index



- The Demographic Need Index is based on THIS year's students
  - Next year's kindergarten students are not included
  - Some students will move
- These enrollment lists are somewhat "hypothetical"
  - Not all students within the Maryland Park catchment area will attend MP

The additional catchment area does not significantly impact the response to the Trustee Inquiry.







# BRANDON SCHOOL DIVISION

## Personnel and Policy Committee Minutes

Friday, December 6, 2019 – 1:30 p.m.

Boardroom, Administration Office

Present: J. Murray (Chair), S. Bambridge, L. Ross  
M. Casavant, D. Labossiere, Y. Otukoya  
Guest: D. Swayze

---

### 1. CALL TO ORDER

The Personnel and Policy Committee Meeting was called to order at 1:32 p.m. by Committee Chair Trustee Jim Murray.

### 2. APPROVAL OF AGENDA

The agenda was approved as circulated.

### 3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of the October 24, 2019 meeting were received as information.

### 4. COMMITTEE GOVERNANCE GOAL ITEMS

(Mr. Labossiere and Ms. Otukoya exited the meeting at 1:37 p.m.)

### 5. OTHER COMMITTEE GOVERNANCE MATTERS

#### A) In-Camera

Mr. David Swayze, Solicitor, Meighen Haddad LLP, attended the meeting and reviewed distributed information to the Committee. Discussions and questions ensued with the information provided.

#### B) Sub-Committee Reports

- Job Evaluation Review - NIL
- Support Personnel Labour/Management – NIL
- Teacher Liaison - NIL

### 6. OPERATIONS INFORMATION

The Committee received as information and discussed the following:

- MSBA Collective Bargaining Update:
  - St. James Assiniboia – MANTE, Ratified Agreement
- MSBA – CPI, Unemployment Rate, Regional Trends update:
  - October 2019

- MSBA Salary Bulletins regarding:
  - NIL

7. **NEXT REGULAR MEETING:** Tuesday, February 18, 2020, 11:00 a.m., Boardroom.

The meeting adjourned at 2:14 p.m.

Respectfully submitted,

---

J. Murray (Chair)

---

S. Bambridge

---

L. Ross

---

L. Letain (Alternate)





# BRANDON SCHOOL DIVISION

## Finance and Facilities Committee Minutes

Tuesday, December 17, 2019 – 8:30 a.m.

Boardroom, Administration Office

Present: P. Bartlette, J. Murray, L. Ross (Alternate)

D. Labossiere, E. Jamora, C. Cramer

Regrets: S. Montague (Chair)

---

### 1. CALL TO ORDER

The Finance and Facilities Committee Meeting was called to order at 8:40 a.m. by Acting Committee Chair, Trustee Peter Bartlette.

### 2. APPROVAL OF AGENDA

The agenda was approved as circulated.

### 3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of the November 26, 2019 meeting were received as information.

### 4. COMMITTEE GOVERNANCE GOAL ITEMS

### 5. OTHER COMMITTEE GOVERNANCE MATTERS

#### A. 2019 Fall Accessibility Report

Ms. Caroline Cramer, Director of Facilities and Transportation spoke to this item and provided a summary of progress toward the implementation of the following Customer Service Standards:

- Accessible Build Environment
- Accessible Customer Service
- Accessible Information and Communication
- Employment Accessibility
- Accessible Transportation

Ms. Cramer reviewed the updated summary spreadsheet of the facilities which included audit dates, parking lot access (gravel, concrete or asphalt), parking signage, loading zones, accessibility ramps, power doors, and public washroom availability.

Discussion took place regarding the Division's Capital Reserves, government funding and costs to implement the accessibility standards. Trustees asked questions for clarification regarding school parking lot surfaces.

**B. Confirm Payments of Account (November)**

The payments of account for the month of November were provided for information.

Trustee Bartlette asked questions for clarification regarding operating fund payments over \$1,000.

The reports were accepted as circulated.

**C. Review Monthly Reports (November)**

The Monthly Reports for the month of November were provided for

information. Trustees asked questions for clarification.

The reports were accepted as circulated.

**D. Sub-Committee Reports**

- Workplace Safety and Health – NIL

**6. OPERATIONS INFORMATION**

- Mr. Denis Labossiere, Secretary-Treasurer, provided updates on the following:
  - Brandon Schools Instrumental Music Association
  - Letter received from Division Solicitor
- Ms. Caroline Cramer, Director of Facilities and Transportation, provided updates on the following projects:
  - École New Era School – Steam Unit Ventilator Replacement
  - Riverheights School – Roof Replacement
- The Secretary-Treasurer provided additional updates on the following:
  - Administration Building Condition Report
  - Earl Oxford School - Basement Storage
  - Lawsuit between Provinces and Access Copyright

**7. NEXT REGULAR MEETING: Tuesday, January 21, 2020, 8:30 a.m., Boardroom.**

The meeting adjourned at 9:41 a.m.

Respectfully submitted,

---

S. Montague (Chair)

---

P. Bartlette

---

J. Murray

---

L. Ross (Alternate)