



# 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, MARCH 21, 2016.

## **PRESENT:**

Mr. M. Sefton, Chairperson, Ms. S. Bambridge, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck, Mr. J. Murray (arrived at 7:18 p.m.).

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

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

## **REGRETS:**

Dr. D. M. Michaels, Superintendent/CEO, Dr. L. Ross, Vice-Chairperson, Mr. K. Sumner.

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

## **AGENDA**

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

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

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

Trustee Bartlette noted he had a report for the Board.

Mr. Denis Labossiere, Secretary-Treasurer, noted he had one late motion to add to the agenda and two Property matters for In-Camera.

Mr. Greg Malazdrewicz, Assistant Superintendent, noted he had two Personnel matters for In-Camera.

Mr. Mathew Gustafson, Assistant Superintendent, noted he had two Personnel matters for In-Camera.

Trustee Sefton noted he had two Personnel matters for In-Camera.

Mr. Buri – Ms. Bambridge  
That the agenda be approved as amended.  
Carried.

**1.03 Adoption of Minutes of Previous Meetings**

- a) The Minutes of the Regular Board Meeting held March 7, 2016 were circulated.

Mr. Kruck – Mrs. Bowslaugh  
That the Minutes be approved.  
Carried.

- b) The Minutes of the Special Meeting held March 7, 2016 were circulated.

Mr. Kruck – Mr. Buri  
That the Minutes be approved.  
Carried.

**2.00 GOVERNANCE MATTERS:****2.01 Presentations For Information**

- a) Seth Friesen, former Vincent Massey High School student, received recognition for his placement on the AP Calculus AB Exam in May 2015. Trustee Sefton congratulated Seth on his outstanding achievement and indicated that out of 302,000 students who had written the exam worldwide, Seth was one of out of only 12 who achieved a perfect score. When asked what he thought about achieving this score, Seth responded that it was “pretty cool” and added that time management was an issue as he wrote 4 AP exams, played club volleyball out of Winnipeg and also played the piano during that time. Mr. Sefton asked how Seth’s math teacher, Jim Hartle, helped him to prepare for the exam. Seth indicated that Mr. Hartle makes students want to come to class. He added that if you work hard it pays off, and to do as much prep work as you can. Trustee Sefton thanked Seth for attending and for his hard work.

**2.02 Reports of Committees**

- a) Trustee Bartlette provided a report on the Western Manitoba Science Fair that took place on March 15, 2016. He noted there were 423 projects from 22 schools and listed the Brandon School Division Schools represented and the numbers of entries from each school. A total of 38 Special Awards worth \$7,800 were won by Brandon School Division Students. This includes two students, Chace Benson and Lucas Harvey of Crocus Plains Regional Secondary School, being judged Best at the Fair and therefore advancing to the Canada Wide Science Fair in Montreal in May. Congratulations were given to all students who participated.

**2.03 Delegations and Petitions****2.04 Communications for Action****2.05 Business Arising**

- From Previous Delegation
- From Board Agenda

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

Trustee Sefton asked Trustees if they felt that the Brandon School Division should continue to be in Region 1 of the MSBA or if the Board should ask the Association if the Division can move to the Metro Region.

Trustee Kruck noted he would support the move to the Metro Region.

Trustee Bartlette asked what is the gain; what process is required to make the move; whether support from the assembly is required or if it is an MSBA administrative decision; and if there are any negatives with the move for the Division or to Region 1.

Trustee Bambridge asked if the Trustees could attend a Metro meeting as a guest. Trustee Sefton responded that there would be nothing stopping a Trustee from attending as long as the Metro Region approved the request.

It was decided that the will of the Board is for Trustee Sefton to speak with the MSBA Executive Director regarding this matter.

**- From Report of Senior Administration**

- a) School Reports:
  - NIL
- b) Learning Support Services Presentation:
  - NIL
- c) Items from Senior Administration Report:
  - Scholarship Committee Appointments – Refer Motions.
  - Scholarship Agreement – Brandon Islamic Centre – Refer Motions.
  - Scholarship Agreement Changes for the 2015-2016 School Year – Refer Motions.
  - 2016-2017 School Calendar – Refer Motions.
  - Off-Site Activity Requests – Vincent Massey High School:
    - Havana, Cuba – Refer Motions.
    - London, England – Refer Motions.
  - Giving of Notice – Procedures 1022 – “Aboriginal Education Advisory Committee” – Refer Motions.
  - Giving of Notice – Policy 9030 – “Replacement of School Buses” – Refer Motions.

The Secretary-Treasurer spoke to the motions regarding the Scholarship Committee, the Brandon Islamic Centre Scholarship and the Scholarship Agreement Changes for the 2015-2016 School Year.

Mr. Gustafson spoke to the motion regarding the 2016-2017 School Calendar.

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

30/2016 Ms. Bambridge – Mr. Murray

That Trustees Murray and Bartlette be approved to serve as members of the Scholarship Committee for 2015/2016.

Carried.

31/2016 Mr. Murray – Ms. Bambridge

That the Agreement to establish three scholarships, to be awarded annually to one grade 12 graduating student from each of the three high schools, in the amount of \$200 each, and to be known as the “Brandon Islamic Centre Scholarship” be approved and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Carried.

32/2016 Mr. Kruck – Mrs. Bowslaugh

That the attached scholarship Agreements be approved with changes and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Carried.

33/2016 Mrs. Bowslaugh – Mr. Kruck

That the School Calendar for the 2016-2017 school year be established with the Christmas break occurring from December 23, 2016 to January 6, 2017 inclusive, and the ten (10) non-instructional days be five (5) professional development days and five (5) administrative days.

Carried.

34/2016 Mr. Murray – Ms. Bambridge

That the trip involving fourteen (14) female and male Vincent Massey jazz students in grades 9, 10, 11 and 12 to make a trip to Havana, Cuba from May 16 to May 24, 2016 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Kruck asked questions for clarification regarding when notification was given to parents regarding this trip. Mr. Malazdrewicz indicated that information was initially received in October by Dr. Michaels for preliminary approval.

Carried.

35/2016 Ms. Bambridge – Mr. Murray

That the trip involving thirty five to forty (35 to 40) female and male Vincent Massey drama students in grades 9, 10, 11 and 12 to make a trip to London, England from November 5 to November 13, 2016 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried.

36/2016 Mrs. Bowslaugh – Mr. Kruck

That Procedures 1022 – “Aboriginal Education Advisory Committee” be rescinded and replaced with Procedures 1022 – “Aboriginal Education Advisory Committee”.

Carried.

37/2016 Mr. Buri – Ms. Bambridge

That Policy 9030 – “Replacement of School Buses” be rescinded and replaced with Policy 9030 – “Replacement of School Buses”.

Trustee Bartlette suggested in the future it would be good to have ‘new’ or ‘revised’ after ‘replaced with’ to make it less confusing for the public reading the minutes.

Carried.

38/2016 Mr. Kruck – Mrs. Bowslaugh

That the low tender from Brandon Heating & Plumbing for the Vincent Massey High School – Steam Heating System Replacement, as recommended by SNC Lavalin be accepted and the Consultant be authorized to forward the tender to the PSFB for approval.

Carried.

## **2.08 By-Laws**

## **2.09 Giving of Notice**

## **2.10 Trustee Inquiries**

Trustee Kruck spoke on the MSBA Conference presentation by Sheldon Kennedy speaking on the MSBA online training for Respect in School. He indicated that a list of the top 10 divisions that had trained the most was shared and Brandon School Division was not on the list. He asked if there are any plans for BSD to participate in this training program.

Mr. Malazdrewicz thanked Trustee Kruck for the information and noted he will follow up on this matter. He added that the Division has circulated the information on Respect in School because it is a free training package and Senior Administration will ensure it is getting out to as many people as possible.

Trustee Murray added that there was a session on Saturday morning at the MSBA Convention that was attended by four Brandon School Division Trustees, on the Teachings of Anne Frank. He spoke on the Anne Frank Foundation travelling display and noted this has not yet been done in the prairies. The cost is \$750.00 per month and he believes the impact of this is an important aspect of the education of the Division's young people to understand what this young girl went through in her life. He asked if Senior Administration could pass this suggestion on to High School Principals. Trustee Bartlette and Trustee Kruck both spoke in favour of this idea.

Trustee Buri noted he found the Seven Oaks School Division presentation very interesting.

Trustee Murray indicated he attended the session put on by Trustee Sefton, Guy Roberts and Caroline Blaine regarding the Community Mobilization project in Brandon, and noted he heard nothing but good comments following the presentation. He congratulated Trustee Sefton, Guy Roberts and Caroline Blaine for the work they did on the presentation.

## **3.00 ADMINISTRATIVE INFORMATION:**

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

Mr. Denis Labossiere, Secretary-Treasurer, spoke in regards to the final 2016-2017 FRAME Budget and the Special Levy. He also indicated that the 2016-2017 FRAME Budget will be posted on the Brandon School Division website after the Board meeting and indicated that the reports have been submitted to the municipalities and the Province.

Mr. Greg Malazdrewicz, and Mr. Mathew Gustafson, Assistant Superintendents, provided highlights on the following items from the March 21, 2016 Report of Senior Administration:

- Academic Preparedness – École O'Kelly School
  - Numeracy
  - Panther Pal Program

- Preschool Panther Program
- Student Achievement
  - PLG (Panther Leadership Group)
  - Athletics – Colby Levine, grade 3 and Alyssa Young, grade 4.
- Global Citizenship – Alexander School
  - Technology and Learning Cluster Group
  - Multiple Intelligences
  - Genius Hour
  - Universal Design for Learning
  - Tell Them From Me Survey data from grades 4-8
- Health and Wellbeing – J. R. Reid
  - Social Emotional Professional Learning Community uses the Tell Them From Me (TTFM) data to guide the initiative “educating our students about bullying”
  - Games Club
  - Day of Pink
- Student Accomplishment
  - Guided Reading and Writing Initiative in grades 1 to 3 classes.
- Administrative and Statistical Information:
  - Suspensions
  - EAL Enrolment Update

Trustee Kruck indicated that last year Alexander School had reported a 10% reduction in bullying based on the initiatives that the school has taken. He noted that Dr. Michaels had stated that there would be a presentation to the Board and wondered if this is something that will be coming up in the next few Board Meetings. Mr. Malazdrewicz responded that this is something that has been noted to bring forward as a presentation to the Board.

Mr. Buri – Ms. Bambridge

That the March 21, 2016 Report of Senior Administration be received and filed.

Carried.

### **3.02 Communications for Information**

- a) Ms. Linda Ballantyne, Chairperson, Frontier School Board of Trustees, February 25, 2016, sent to Trustee Sefton, Board Chair, announcing that the Frontier School Division is celebrating an historic milestone in 2015-2016. On July 8, 1965, through Ministerial Order of the Province of Manitoba, Frontier School Division was formed. A complimentary video created to celebrate fifty years of innovation and excellence in education was enclosed. This video offers some insights into their history and who they are as a school division.

Ordered filed.

### **3.03 Announcements**

- a) Brandon School Division and City of Brandon Joint Meeting – 6:00 p.m., Tuesday, March 22, 2016, Riverbank Discovery Centre.
- b) Education Committee Meeting – 10:00 a.m., Thursday, March 24, 2016, Boardroom.
- c) Divisional Futures & Community Relations Committee Meeting – 12:00 p.m., Thursday, April 7, 2016, Boardroom.

- d) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, April 11, 2016, Boardroom.

Mr. Murray – Mr. Buri

That the Board do now resolve into Committee of the Whole In-Camera. (7:44 p.m.)

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) The Board received information on a Personnel matter.
- c) Mr. Malazdrewicz, Assistant Superintendent, provided information on two Personnel matters.
- d) Mr. Gustafson, Assistant Superintendent, provided information on two Personnel matters.
- e) Trustee Sefton provided information on a Personnel matter.

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

##### **4.03 Property Matters/Tenders**

###### **- Reports**

- a) The Secretary-Treasurer provided information on two Property matters.

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

##### **4.04 Board Operations**

###### **- Reports**

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

Mrs. Bowslaugh – Mr. Kruck

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

Carried.

39/2016 Mr. Kruck – Mr. Bartlette

That a School Administrator Selection Committee, as per Policy/Procedures 5002, be established and further Trustees Bambridge, Murray and Sefton be appointed to the Committee and that the Committee remain in effect until all administrator vacancies which may arise for the 2016-2017 school year have been filled.

Carried.

**5.00 ADJOURNMENT**

Mr. Buri – Ms. Bambridge

That the meeting does now adjourn (9:15 p.m.)

Carried.

---

Chairperson

---

Secretary-Treasurer