



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, NOVEMBER 23, 2015.

PRESENT:

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

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

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

REGRETS:

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 Sefton noted he had two items for In-Camera.

The Superintendent noted she had one item for In-Camera.

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

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Board Meeting held November 9, 2015 were circulated.

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

- b) The Minutes of the Special Board Meeting held November 12, 2015 were circulated.

Mrs. Bowslaugh – Mr. Bartlette

That the Minutes be approved.
Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

- a) École Harrison grade 6 student MacKenzie Clark received recognition for raising awareness and money for the Brandon Humane Society. Trustee Sefton noted that MacKenzie created a great PowerPoint presentation for the kick-off for Youth Revolution. When asked about his work in the community, MacKenzie replied that 5 or 6 years ago he learned of the Wag-A-Tail Walkathon. The first year he raised \$700 and this year the amount he raised was close to \$4,000. The total over 5 years is \$10,000. MacKenzie also noted that he will be cutting his hair off in a month and hopefully donating it for cancer. Trustee Sefton thanked MacKenzie for attending and speaking on his fundraising.
- b) Cheryl Winger from the Food For Thought Program provided an update on the Program. She noted the Food for Thought Program began in 1998 near King George and Betty Gibson Schools. In 2004 a connection was made with the United Way. There are now 15 schools in the program. She listed the schools with breakfast programs and those with snack programs, and stated that the Home School Liaisons are also assisting with delivering snacks. Ms. Winger noted there are concerns about the sustainability of the program due to fluctuating funding, and in order to alleviate some of these concerns, it will be necessary in the near future to extend existing partnerships in both monetary and in-kind services. Food for Thought is dedicated to helping school children learn, grow and succeed by supporting breakfast, lunch and snack programs in the Brandon Schools. Trustee Sefton thanked Cheryl for her report.

Reports of Committees

- a) Education Committee Meeting

The written report of the Education Committee Meeting held on October 29, 2015 was circulated.

Trustee Murray asked what other options for French Immersion Kindergarten Registration were discussed. Trustee Bambridge responded that only the option of a lottery system was discussed.

Ms. Bambridge – Mr. Bartlette
That the Minutes be received and filed.
Carried.

- b) Divisional Futures & Community Relations Committee Meeting

The written report of the Divisional Futures & Community Relations Committee Meeting held on November 5, 2015 was circulated.

Trustee Kruck suggested that a report back to the students be added after the visits with students and he would support feedback to the students. Trustee Bowslaugh thanked Trustee Kruck for his suggestion and noted that if the Principal feels comfortable in being there, many of the items that the students bring up are internal, and in many cases it has

been followed through on with very specific kinds of actions. Trustee Bowslaugh noted that the Committee has not specifically sent a formal letter thanking the students but this can be done in the future.

Mrs. Bowslaugh – Ms. Bambridge
That the Minutes be received and filed.

Carried.

c) Personnel Committee Meeting

The written report of the Personnel Committee Meeting held on November 17, 2015 was circulated.

Mr. Murray – Mr. Kruck
That the Minutes be received and filed.

Carried.

d) Facilities & Transportation Committee Meeting

The written report of the Facilities & Transportation Committee Meeting held on November 17, 2015 was circulated.

Trustee Bartlette asked about Full Day Every Day Kindergarten and how it may relieve pressure on Riverheights School. Mr. Greg Malazdrewicz, Assistant Superintendent, responded that the consideration with regards to Full Day Every Day Kindergarten would be if the Division looked at providing the opportunity to participate in a full day program at another site other than Riverheights, the Division might be able to redirect some of the registrations that are going into Riverheights. There are currently 3 Kindergarten classes at Riverheights participating in the full day program, and there is hope that the equivalent of one class would opt for a different site. There are some possibilities in terms of recommending some sites that would have a natural draw from Riverheights and thereby reduce the enrolment further in the future. Mr. Malazdrewicz noted that would require the Board to consider Full Day Every Day Kindergarten during the budget process.

Trustee Bowslaugh asked questions for clarification regarding the school playground replacements.

Trustee Sumner stated his concern that the Board is bringing up the expansion of Full Day Every Day Kindergarten again in this Committee without having received the report on the pilot project. He reminded the Board that when the Division first established the first Full Day Every Day Kindergarten the Division made a commitment to the public that this was indeed a pilot project and that the Committee intended to have a report back to the Board on the effectiveness of the pilot project before making any large moves towards establishing it throughout the Division. Trustee Sumner asked if the Board will receive a report prior to any budgetary considerations for expansion? Dr. Michaels responded that the report will be presented at the December 14, 2015 Board Meeting.

Mr. Buri – Mr. Kruck
That the Minutes be received and filed.

Carried.

2.02 Delegations and Petitions

- a) Mr. Josh Seeland spoke on the French Immersion Kindergarten Registration process. Mr. Seeland spoke in favour of the first come, first served process and noted it is both the most logical, most equitable and most transparent. Mr. Seeland cited research that he feels shows this is the dominant registration process on a national basis. Mr. Seeland noted that the registration process is a triumph of free and responsible choice, in which sufficient information is distributed for parents to be responsible for their respective choice. He indicated a lottery system would be inequality derived from brute luck and one which Mr. Seeland says also negates the commitment, sacrifice, and involvement which is currently bolstering École Harrison's community feeling under the current system. Mr. Seeland spoke on the term "privilege" and noted that he enjoys École Harrison's single track nature.

Trustees asked questions for clarification.

2.03 Communications for Action

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:

Strategic Plan Benchmark Progress Monitoring – October 2015

Dr. Michaels, Superintendent, spoke on the Strategic Plan of the Brandon School Division, noting that the Strategic Plan is a living, breathing, process of growth and development. Education is the process of human development and without human development education does not take place. Dr. Michaels noted that it is essential that the Division's plan towards the future be one of growth and development and focusing on the nature of student growth and development. Dr. Michaels stated that the Division's job as educators, and the Board's job as Trustees, is to enable the staff in the School Division to release the talents and the potential of every child who is registered in the Brandon School Division. The Strategic plan for 2014-2017 has three components: Academic Preparedness, Global Citizenship and Health and Wellbeing. Dr. Michaels thanked Ms. Marnie Wilson for her ability, her commitment, her dedication and her perseverance in taking this direction and making it happen in terms of a report to the Board.

Marnie Wilson, Research, Assessment, and Evaluation Specialist, gave a presentation to the Board of Trustees and provided information on the Strategic Plan Benchmark Progress Monitoring highlighted the following:

- Academic Preparedness: Growth and Achievement Through Literacy and Numeracy
- Global Citizenship: 21st Century Skill Development through Digital Citizenship, Personal Growth and Ethical Citizenship
- Health and Wellbeing: Health Promotion Focusing on Emotional and Physical Health

- Progress Monitoring:
 - 2014 – Initial Benchmark
 - 2015 – Interim Benchmark
 - 2016 – Interim Benchmark
 - 2017 – Target
- **Academic Growth and Achievement – Literacy Goal**
 - By 2017, 80% of all Brandon School Division students will demonstrate literacy competencies at grade level
- **Academic Growth and Achievement – Numeracy Goal**
 - By 2017, 80% of all Brandon School Division students will demonstrate numeracy competencies at grade level.
- **21st Century Skill Development – Personal Growth Goal**
 - By 2017, there will be an increase in academic engagement such that 90% of Grade 7-12 students will report **valuing school outcomes**, having **positive relationships**, and report **planning to finish high school**, and the % of students reporting high levels of **interest and motivation** will double.
- **21st Century Skill Development – Ethical Citizenship Goal**
 - By 2017, 50% of grade 7-12 students will report volunteering monthly and 80% will report feeling involved in their community.
- **Health Promotion – Emotional Health Goal**
 - By 2017, 90% of Grade 7-12 students will report low levels of anxiety and depression.
- **Health Promotion – Physical Activity Goals**
 - By 2017, 80% of Grade 7-12 students will report getting at least 30 minutes of moderate physical activity after school hours on a typical weekday.
 - By 2017, 80% of Grade 7-12 students will report getting at least 30 minutes of vigorous physical activity after school hours on a typical weekday.
- **Health Promotion – Substance Use Goal**
 - By 2017, there will be a 30% reduction in substance use among Grade 7-12 students.
- **Summary:**
 - Notable improvements in literacy
 - Improvements in 21st century skill development
 - Improvement in vigorous physical activity levels
 - Constant results in the areas of: Numeracy, Ethical citizenship, Emotional health, Substance use.
 - Continuing to gauge the impact of measures used.

Trustees asked questions for clarification.

c) Items from Senior Administration Report:

- Crocus Plains Regional Secondary School Off-Site Activity Request (Toronto/Mississauga) — Refer motions.

2.06 Public Inquiries (max. 15 minutes)

2.07 Motions

136/2015 Mr. Bartlette – Mr. Buri

That the Board of Trustees maintain the status quo procedure for French Immersion Kindergarten Registration. Secondly, that Kindergarten registration dates be aligned; and

the Kindergarten information evenings be scheduled to provide parents with information on Kindergarten programming and the registration process.

Trustees agreed to friendly amendments to change the motion to remove the first four words of the first sentence "The Education Committee recommends" and remove the words after Secondly, "it is recommended".

Trustee Murray requested that this motion be postponed until the January 11, 2016 Board Meeting to enable the Board to receive a complete report from Senior Administration on other options available to the Division in regard to French Immersion registration as he feels this motion is premature. Trustee Ross spoke in support of Trustee Murray's motion and comments.

Trustee Bambridge asked if Senior Administration will have time to gather the information requested by the December 14, 2015 Board Meeting, and if a decision is made at the January 11, 2016 Board Meeting, will that be enough time to implement any changes for the 2016-2017 school year.

Mr. Mathew Gustafson, Assistant Superintendent, responded that yes the research can be done on the options available, but the report will have limited analysis on the impact that those options would have had; just the raw data will be available. Mr. Gustafson believes that there will be enough time to implement any registration form changes for the 2016-2017 school year, but noted that it will impact on the Parent Orientation Information evenings, which sometimes start as early as December.

Trustee Sumner noted he was "reluctantly" in favour of the motion. He feels strongly that a solution needs to be in place for this year. He cited his Trustee Inquiry from February 2015, which had requested that the French Immersion Kindergarten registration process be looked into. Trustee Sumner believes that improvements can be made in the process.

Trustee Sefton stated that he is torn on the matter and that he would have preferred to make a decision immediately. He noted that it's important to decide but it's important to make good decisions too.

Trustee Bowslaugh will support the motion as the information may assist the Board in making a long-term decision.

Motion:

Mr. Murray – Dr. Ross

That Motion 136/2015 be postponed to the January 11, 2016 meeting.

Carried.

137/2015 Mrs. Bowslaugh – Mr. Kruck

That the trip involving twenty four (24) female Crocus Plains hairstyling student members in grades 11 and 12 to make a trip to Toronto/Mississauga, Ontario from April 13, 2016 to April 17, 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 cost of the trip as he did not see a cost listed. Mr. Malazdrewicz, Assistant Superintendent, responded that the

costing was on page 46 of the package with a cost per student of \$839.00. Trustee Kruck reminded Senior Administration that these forms were to be filled out thoroughly and asked that these pieces be caught first before being brought to the Board.

138/2015 Mr. Buri – Mr. Murray

That HSB Engineering Consultants Ltd. proceed with the design phase for the Crocus Plains Regional Secondary School Kitchen Exhaust Fan and Ductwork Replacement Project, Option #2 – upgrading the overall kitchen facility.

Trustee Sefton asked if Mr. Labossiere, Secretary-Treasurer, had any idea of the likelihood that at some point in the future the Public Schools' Finance Board may cover the costs of this upgrade. Mr. Labossiere noted that the report has been shared with PSFB and they indicated to the Division that they have no funds available in the current budget but are looking at the report for the next budget year.

Trustee Bartlette asked Mr. Labossiere questions for clarification regarding the decision to choose Option #2.

Mr. Labossiere also noted that the Division has made its last payment on the light retrofit debenture. Mr. Labossiere recommended to the Board that the Division take out a debenture to pay for this project and that the annual payment be similar to the light retrofit debenture payment, and that it would not increase the existing budget going forward. Trustee Sumner clarified that there will be a sustainable continuation of that debenture payment so the plan would result in a debenture payment being made in the upcoming fiscal year, so it will in fact impact the next budget. Mr. Labossiere further indicated that the debenture was more sustainable than increasing the 2016-2017 budget for the full amount of the project.

Carried.

139/2015 Mr. Murray- Mr. Buri

That St. Augustine School be approved to move forward on the Playground Replacement Schedule and that their playground structure be replaced in the summer of 2016.

Carried.

140/2015 Mr. Kruck - Mr. Bartlette

That a school bus be provided to the Society for Manitobans with Disabilities for their Spring Break Program for the days of March 29, 30, 31 and April 1st, 2016 at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Transport Board.

Carried.

2.08 By-Laws

1st Reading

Mr. Bartlette

That By-law 10/2015 being a by-law of the Board of Trustees of the Brandon School Division for the purpose of amending By-law 3/2014 which regulates the proceedings of the Board of Trustees of the Brandon School Division, originally passed September 22, 2014 as follows:

In section 2.4, change "if all the Trustees consent" to "if 6 Trustees consent".

Trustee Sefton asked questions for clarification and noted an editorial change: "if 6 trustees consent thereto and 6 are present thereat." The Board agreed to this change.

Carried.

THE BRANDON SCHOOL DIVISION

BYLAW NO. 10/2015

A By-Law of the Board of Trustees of The Brandon School Division for the purpose of amending By-Law 3/2014, passed to regulate the procedures of the Board of Trustees.

WHEREAS it is deemed necessary to amend part II (Section 2.4) of By-Law 3/2014 to make changes under "Meetings of the Board" of Trustees to amend the statement regarding when an emergency meeting may be held;

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

2.4. Emergency Meeting

Notwithstanding Article 2.5, the Board may hold a meeting at any time and any place to deal with an emergency situation if 6 trustees consent thereto and 6 are present thereat. (1)

GIVEN FIRST READING by the said Board of Trustees of The Brandon School Division, assembled at Brandon, in the Province of Manitoba, this 23rd day of November A.D. 2015.

SECOND READING: ____ day of ____ A.D. 2015

THIRD READING: ____ day of ____ A.D. 2015

Chairperson

Secretary-Treasurer

I, _____, Secretary-Treasurer of The Brandon School Division, DO HEREBY CERTIFY THE ABOVE to be a true and correct copy of Bylaw No. 6/2014

Secretary-Treasurer

2.09 Giving of Notice

2.10 Trustee Inquiries

Trustee Kruck asked when he will get a response to his Trustee Inquiry from February 9, 2015, regarding 20% fewer aboriginal students meeting expectations in reading, writing and numeracy and what additional resources are needed in order to improve these dramatically lower scores.

Dr. Michaels responded that the report is available at the Board's pleasure. It has not been previously scheduled due to the complexities of the recent agendas and she will speak with the Chair about this report.

Trustee Bartlette asked if the Board is endorsing Trustee Sumner's intention to take the names of those in line, stay the night, and ensure their children are registered (regarding French Immersion Kindergarten registration at École Harrison).

Trustee Sumner stated he takes great pleasure in not asking for the Board's Endorsement of his actions and takes great pleasure in saying that he will, as an individual Trustee, be there.

Trustee Sefton asked to hear from other Trustees on this matter. Trustee Kruck noted that it is Trustee Sumner's decision and whatever Trustee Sumner wishes to do as a Trustee, he supports. Trustee Bowslaugh sees very little difference between Trustee Sumner's offer to do that and Trustee Murray's offer to be part of the contingent of the Goldwell trip to Mississauga. Trustee Bambridge noted that Trustee Sumner's offer to stand in line for the people already there does not address the problem for the people who couldn't be there. Trustee Bartlette stated that because the Board has knowledge that Trustee Sumner will be standing in line and taking names, and some people will not be aware of this fact, the Board will be implicated.

Trustee Murray and Mr. Malazdrewicz clarified that Trustee Murray was asked to be a chaperone on the hairstyling trip to Mississauga but he has declined.

Trustee Sefton clarified what he was hearing from Trustees, which was that what Trustee Sumner decides to do in that regard is up to Trustee Sumner. Trustee Sumner noted that he does have faith that the Board can come up with a solution that will completely negate the necessity for him to proceed with those actions.

Dr. Michaels noted that the Board, as a corporate body, can neither support nor negate an individual Trustee's action, the only way that could be supported or negated would be through a report and through a duly moved and seconded motion.

Trustee Bowslaugh asked if any progress has been done on the request by Spring Valley Colony School regarding an itinerant music teacher. Dr. Michaels responded that no progress has been done on this request and it will be addressed as soon as possible.

Trustee Bartlette asked if Trustee Sefton and Mr. Malazdrewicz will make a presentation at the MSBA Convention regarding Community Mobilization. Trustee Sefton responded that he will be submitting a proposal to MSBA to make a presentation.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Dr. Michaels, Superintendent, asked if the Senior Administration Report could be deferred to the December 14, 2015 Board Meeting. Trustee Sefton noted that the December 14, 2015 Board

Meeting may be quite busy and asked for a brief review. Dr. Michaels asked if the Chair would accept the option that Senior Administration will respond to any questions from the Board. The Chair agreed to this option.

Trustee Kruck noted he was very impressed last year with what Alexander School did with their anti-bullying program, and hopes to see a presentation from Alexander School to the Board.

Trustee Bartlette spoke on Global Citizenship at Riverheights School, regarding the Industrial Arts teacher and the Defenders Motorcycle Club Chapter 19 partnering to build and place crosses at the gravesites of fallen soldiers.

Dr. Ross – Mr. Kruck

That the November 23, 2015 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Alison Johnston, President, Brandon Teachers' Association, November 3, 2015, sent to Trustee Sefton, Board Chair, providing information on the annual Learning Information For Teachers (LIFT) day on Friday, October 23, 2015. Ms. Johnston noted that the LIFT conference is organized by teachers for teachers, and is the only day on the school calendar that is set aside for teachers to choose professional development specifically in their area of interest. LIFT Conference 2015 offered 50 sessions to over 1,100 educators. While most of the sessions were held at Crocus Plains Regional Secondary School, a number of other schools in the Division also hosted sessions. The Brandon Teachers' Association LIFT Committee recognizes that it is with the co-operation and assistance of many individuals in the Brandon School Division that they are able to continue to hold this quality professional development for educators, not only in the Brandon School Division, but throughout Western Manitoba. Ms. Johnston also personally thanked Trustee Sefton for stopping by Crocus Plains and taking the time to witness firsthand this unique professional development opportunity, and noted that his support and interest as Chairperson of the Board of Trustees was greatly appreciated.

Ordered received and filed.

3.03 Announcements

- a) Personnel Committee Meeting – 8:30 a.m., Thursday, November 26, 2015, Boardroom.
- b) Education Committee Meeting – 10:00 a.m., Thursday, November 26, 2015, Boardroom.
- c) Finance Committee Meeting – 12:00 p.m., Thursday, November 26, 2015, Boardroom.
- d) Divisional Futures and Community Relations Committee Meeting – 12:00 p.m., Thursday, December 3, 2015, Boardroom.
- e) Teacher Liaison Committee Meeting – 3:45 p.m., Thursday, December 3, 2015, Boardroom.
- f) Facilities & Transportation Committee Meeting – 12:00 p.m., Tuesday, December 8, 2015, Boardroom.
- g) Brandon School Division and City of Brandon Joint Meeting – 6:00 p.m., Wednesday December 9, 2015, TBD.
- h) Education Committee Meeting – 10:00 a.m., Thursday, December 10, 2015, Boardroom.
- i) Policy Review Committee Meeting – 12:00 p.m., Thursday, December 10, 2015, Boardroom.

j) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, December 14, 2015, Boardroom.

k) Upcoming Budget Dates:

- Special Board Meeting – Presentation of Preliminary Budget – 7:00 p.m., Wednesday, February 3, 2016, Boardroom.
- Public Budget Consultation Forum – 7:00 p.m., Wednesday, February 10, 2016, Meadows School Gymnasium.
- All Day Budget Meeting – 9:00 a.m., Tuesday, February 16, 2016, Boardroom.
- Special Board Meeting – Public Presentations re: Proposed 2016-2017 Budget – 7:00 p.m., Monday, February 29, 2016, Boardroom.

Mr. Murray – Mr. Bartlette

That the Board do now resolve into Committee of the Whole In-Camera. (9:19 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA

4.00 IN CAMERA DISCUSSION:

4.01 Student Issues

- Reports

- a) The Superintendent and Assistant Superintendent spoke on a student matter.
- b) The Secretary-Treasurer provided information on a student matter.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report was presented.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

Mrs. Bowslaugh - Mr. Sumner

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

Carried.

5.00 ADJOURNMENT

Ms. Bambridge – Mr. Bartlette
That the meeting does now adjourn (9:52 p.m.)
Carried.

Chairperson

Secretary-Treasurer