



BRANDON SCHOOL DIVISION

Education Committee Minutes

Tuesday, June 20, 2017 – 12:00 p.m.
Boardroom, Administration Office

Present: G. Buri, M. Sefton (Alternate)
M. Gustafson, M. Casavant

Regrets: P. Bartlette (Chair), G. Kruck

1. CALL TO ORDER

The Education Committee Meeting was called to order at 11:58 a.m. by Acting Committee Chair George Buri.

2. APPROVAL OF AGENDA

The agenda was approved as circulated.

3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of Mach 14, 2017 were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

A) Confidential Report – In-Camera Discussion

The Committee reviewed a draft confidential document. Dr. Marc Casavant, Superintendent, and Mr. Mathew Gustafson, Assistant Superintendent, provided further information and answered Trustee questions.

5. OTHER COMMITTEE GOVERNANCE MATTERS

A. Sub-Committee Reports - The Committee received as information and reviewed the following:

- Aboriginal Education Advisory Committee - June 15, 2017
- Friends of Education Fund Committee – May 23, 2017

6. OPERATIONS INFORMATION

7. NEXT REGULAR MEETING: TBD, Boardroom.

The meeting adjourned at 1:02 p.m.

Respectfully submitted,

P. Bartlette, Chair

G. Buri

G. Kruck

M. Sefton (Alternate)



BRANDON SCHOOL DIVISION

Aboriginal Education Advisory Committee

Thursday, June 15, 2017

2:00 – 3:00 pm

Division Office Board Room, Admin Office Building

Present:

Trustee Glen Kruck; Mathew Gustafson, Assistant Superintendent; Randa Nadjiwon Cancade, Brandon Friendship Centre; Amie Martin, Aboriginal Education Consultant, Brandon School Division; Janet Mousseau, Dakota Ojibway Child and Family Services

Regrets:

Trustee George Buri; Leah LaPlante, Manitoba Metis Federation; Kevin Tacan, Aboriginal Elder, Brandon School Division; Jason Gobeil, City of Brandon; John Mayer, Prairie Mountain Health; Staff Sargent Marc Alain, Brandon Police Service

1. WELCOME AND INTRODUCTIONS

The meeting was called to order by Trustee Kruck. Trustee Kruck welcomed everyone to the meeting. The April 20, 2017 minutes were reviewed. Trustee Kruck reviewed the agenda and asked for additional items. Indigenous Language Update was added to the agenda.

2. DISCUSSION ITEMS

Indigenous Language Update

- The first year of the program has been completed and the following data is currently being compiled:
 - Number of students enrolled
 - Grade
 - Attendance comparison 2015/2016 – 2016/2017
 - Aspirations before the course started and upon completion of the course
 - Credit completion
 - General Comments
- With feedback from students and teachers the following changes will be made for the 2017/2018 school year.
 - The course was previously offered at lunch from for the entire year. It will now be offered during the time table on a semester basis.
- The teaching positions are currently being advertised.
- Enrollment was initially high however it declined. The change in schedule may address this issue.
- Cree continues to be the most requested language.
- Late registrations are anticipated, final numbers will be available in September.

Indigenous Libraries

- Feedback from the community and the committee has been that there needs to be an increase in awareness regarding visibility of Indigenous resources. Also a system need to be developed to identify and organize the resources.
- Ms. Martin has been working on creating the Indigenous Libraries.
 - BUAPC and BSD have collaborated to devote a budget to the creation of libraires in 4 schools
 - Ms. Martin has been working with Ms. Chambers, Teacher Librarian to develop a 3 year plan.
 - The plan involves sourcing the resources, catalouging and tracking of the resources, visual recognition and signage in the libraries.

Student Coversation Regarding Racism

The focus for Indigenous learning has been on developing Indigenous Languages, developing Indigenous Libraries, Early Literacy and professional development. Therefore is was suggested that this topic be brought forward for the fall. Points that were shared to bring forward include:

- An anti-racism program could be developed over time that is similar to the anti-bullying approach
- Racism is a very individual experience with a spectrum of ways to be approached
 - It is also a healing journey for the individual
- BUAPC and Brandon University have taken on the topic to research the level of racism in the community. As the school system is essentially a reflection of the community, their findings will help shape our developing programs.

ADJOURNMENT

Trustee Kruck thanked everyone for their attendance.

NEXT REGULAR COMMITTEE MEETING

TBD

Respectfully submitted,

G. Kruck



BRANDON SCHOOL DIVISION

Friends of Education Fund Committee Minutes

Date: Tuesday, May 23, 2017
11:30 a.m. – 1:00 p.m.

Location: Conference Room, Administration Office

Present: G. Buri (Chairperson), C. Rose, A. McGuire-Holder, P. Buehler, B. Rystephanuk, M. Gustafson and E. Jamora

Regrets: J. Minshull

Recording: Melanie Smoke-Budach

Call to Order

The Friends of Education Fund Committee meeting was called to order at 11:40 a.m. by Committee Chairperson, Trustee Buri.

1. Approval of Agenda

Chairperson Buri invited changes/additions to the agenda. No amendments to the agenda.

Accepted

2. Approval of Previous Meeting Minutes

Chairperson Buri invited changes/additions to the minutes dated Monday, October 17, 2016. No amendments to previous minutes.

Accepted

3. Financial Report Summary, March 31, 2017 – E. Jamora Attachment #1

E. Jamora reviewed the Financial Report as of March 31, 2017. As per the Committee's previous request, E. Jamora reported letters were distributed to all School Principals regarding their Friends of Education Fund balance. The letters were distributed at the Division Leadership Team, January 2017.

Accepted

4. Charitable receipts donation amount, \$10 – E. Jamora

E. Jamora requested to have the charitable receipt donation amount increased from \$10 to \$20. Justification for the increase: additional resources required to process receipts for a growing Division. E. Jamora informed the Committee of one scenario where hundreds of receipts were issued for a School's Walk-A-Thon. The Committee engaged in a discussion regarding the effects of increasing the donation amount. The Committee agreed the amount of \$10 was outdated and accepted E. Jamora's request to have the charitable receipt donation amount increased to \$20.

Accepted

5. Access to designated funds by School Principals – E. Jamora

E. Jamora presented a question from School Principals regarding designated funds (playgrounds), "would it be possible to access the designated funds for other school projects, such as breakfast program, when they are no longer fundraising for a playground?" A discussion around reporting, transparency and responsibility occurred. The Committee agreed the decision did not clearly lie with one group; as such, the funds should remain as designated funds. The Committee also agreed existing new playgrounds might require updates, changes or replacements in the future. E. Jamora agreed to notify the five principals of the Committee's decision.

Accepted

6. Basketball Shooting Machine – E. Jamora

E. Jamora distributed the Project Designated Request Form - Basketball Shooting Machine, dated January 13, 2016, and recapped the original project request for the Committee. The fundraising timeframe of the project was January 2016 to April 2016 with a fundraising goal of \$10,000. The Committee approved the project as per the application submitted. E. Jamora updated the Committee, the basketball-shooting machine had been purchased for Vincent Massey not through Friends of Education Funds but by a single individual. As such, Vincent Massey had entered into a contract whereby they have become indebted to the purchaser. The Committee agreed the guidelines for the project request were not followed. The Committee also unanimously agreed the timeframe of the original project had expired. The Committee requested to have a new application submitted for the Basketball Shooting Machine. The Office of the Secretary-Treasurer will inform Principal McMillan of the Committee's decision.

Accepted.

7. Friends of Education Merchandise: Generic Package – M. Smoke-Budach

M. Smoke-Budach displayed the merchandise that is available in the Friends of Education Generic Package. The package is available to all schools / individuals who are fundraising in the Brandon School Division and can be reserved by contacting the Office of the Secretary-Treasurer.

Accepted

8. Retired Teachers Association – Chairperson G. Buri
Attachment #2

Chairperson Buri read a reply letter from the Westman Retired Educator's Association (WREA) to the Committee. He advised he would continue to extend the invitation to WREA when the Friends of Education Fund Committee reconvenes in the Fall of 2017. For new committee members M. Gustafson recapped the programs that used the Friends of Education Fund:

- 100% of all donations go directly towards the students; all administrative costs are covered by Brandon School Division.
- There have been 389 donors to Friends of Education Fund in the last two years.
- Over \$319,000 has supported students in the last two years.
- 27 scholarships and awards were administered through Friends of Education Fund to support the postsecondary goals of 229 graduates.
- 4 playgrounds have been completed through Friends of Education Fund, which support both local school populations and their community.
- 4 major school projects have been completed over the last two years.
- The Friends of Education Fund has assisted 2 high schools with a breakfast program to feed students in need.

Accepted

9. Plans for 2017-2018 – Chairperson G. Buri

The Committee discussed the need to increase awareness for the Friends of Education Fund within the Brandon School Division, suggestions:

- Send Friends of Education pamphlets home with students in the new school year
- Advertise in school newsletters
- Snapshot postcards (2-3 reasons, how to donate)
- BSD website, Friends of Education, 3-4 items that have occurred through the year

Accepted

Adjournment and Confirmation of Next Meeting:

The meeting was adjourned at 12:45 p.m.

Next Meeting: October, 2017
11:30 a.m. – 1:00 p.m.
Administration Office

Respectfully submitted,

George Buri, Chairperson

Attachment #1

Friends of Education
Summary of Accounts
9 Months Ending March 31, 2017

Description	July 1, 2016	Contributions	Withdrawals	Interest	March 31, 2017
General					
Other - General	5,740.18	150.00	90.20	52.70	5,852.68
All Charities Campaign	1,097.25	81.01	-	9.37	1,187.63
	6,837.43	231.01	90.20	62.07	7,040.31 ✓
Scholarships					
Bdn Clinical Medical Scholarship	21.65	-	-	0.18	21.83
Kayleigh Brugger Character Scholarship	1,588.21	-	-	12.84	1,601.05
Mark Cloud Memorial Award	822.30	-	-	6.63	828.93
CP Student Support	598.49	-	-	4.85	603.34
Gracie Daniels Bursary	5.65	-	(1,000.00)	5.69	1,011.34
Neelin Off Campus - Diamond Jubilee	104.28	-	(100.00)	1.11	205.39
Margret Dickie Memorial - Nursing Bursary	37.74	-	-	0.30	38.04
Marita Dowsett Scholarship	-	-	-	-	-
Neelin Off Campus - Makaja Engelhardt	775.59	-	-	6.28	781.87
FYI Doctors Award	-	-	-	-	-
Guild Insurance Brokers Scholarship	10.22	600.00	(200.00)	1.12	811.34
Spirit of Avery Hall Scholarship - closed as of 16/17	2.71	-	2.71	-	0.00
Jason Hargreaves Scholarship	290.66	-	(500.00)	3.71	794.37
Bob Hamilton Memorial Award	-	-	-	-	-
Neelin Off Campus - Kinette Club	0.17	-	-	-	0.17
Spencer Lee Scholarship	3.60	-	-	-	3.60
Dr. Peter Letkeman VM Chemistry Scholarship	7.44	-	-	0.09	7.53
Neelin Off Campus - Dr. Patrick Morrisette	992.07	-	(500.00)	9.37	1,501.44
Neelin Off Campus - Kelly Murray	2,193.04	-	-	17.72	2,210.76
Parker-Bruederlin Health Care Aide Scholarship	202.25	-	-	1.65	203.90
PEO Chapter R Scholarship	0.98	-	-	-	0.98
Vincent Massey Doc Penner Scholarship	307.25	-	-	2.49	309.74
H. Pilling Award - KG	293.32	-	-	2.37	295.69
RBC Business Award	(300.27)	600.00	-	0.52	300.25
Gordon and Barbara Sefton Memorial Scholarship	2,929.63	-	-	23.68	2,953.31
Polish Gymnastic	51.06	-	-	0.40	51.46
Vincent Massey Scholarship (Alumni)	50,741.40	-	-	410.19	51,151.59
Vincent Massey Class of 81 Scholarship	2,725.62	-	-	22.04	2,747.66
Grace Whitehead Scholarship (PEO Chapter)	383.94	-	-	3.11	387.05
Anonymous Scholarship (Nursing Student)	208.10	-	-	1.68	209.78
Xerox Scholarship	1,394.85	-	-	11.27	1,406.12
Neelin High Scholarships	-	-	-	-	-
Vincent Massey Scholarships	-	-	-	-	-
Crocus Plains Academic Scholarships	(100.00)	100.00	(600.00)	-	600.00
Crocus Plains Vocational Scholarships	-	-	(800.00)	-	800.00
Kirkcaldy Perseverance Award	100.00	-	50.00	-	50.00
Total Scholarships	66,391.95	1,300.00	(3,647.29)	549.29	71,888.53 ✓
School Principals' Discretion					
Alexander	-	-	-	-	-
Betty Gibson	1,251.13	-	1,209.88	4.23	45.48
Off Campus Program	1,693.73	750.00	157.80	16.80	2,302.73
George Fitton	251.53	-	-	2.03	253.56
Green Acres	637.13	-	-	5.15	642.28
Ecole Harrison	81.33	-	-	0.67	82.00
King George	-	-	-	-	-
Linden Lanes	100.48	-	-	0.81	101.29
Meadows	-	-	-	-	-
Neelin	-	1,000.00	975.46	0.12	24.66
New Era	10.92	-	-	0.09	11.01
Riverheights	2,305.85	-	-	18.64	2,324.49
St. Augustine	143.15	-	-	1.17	144.32
Valleyview	-	-	-	-	-
Vincent Massey	22.60	-	-	0.19	22.79
Kirkcaldy	0.17	-	-	-	0.17
Waverly Park	2,540.93	-	-	20.53	2,561.46
	9,038.95	1,750.00	2,343.14	70.43	8,516.24 ✓

Friends of Education
Summary of Accounts
9 Months Ending March 31, 2017

Description	July 1, 2016	Contributions	Withdrawals	Interest	March 31, 2017
Playgrounds					
Alexander Playground	73.74	-	-	0.59	74.33 ✓
Betty Gibson Playground	6,420.26	-	-	51.89	6,472.15
Earl Oxford Playground	-	6,540.00	-	36.53	6,576.53
George Fitton Playground	-	-	-	-	-
Green Acres Playground	1,989.90	-	-	16.08	2,005.98
Ecole Harrison Playground	1,412.57	-	-	11.41	1,423.98
King George Playground	3,570.84	-	-	28.87	3,599.71
Linden Lanes Playground	613.97	6,215.54	-	10.13	6,839.64
Meadows Playground	-	-	-	-	-
New Era Playground	206.82	-	-	1.66	208.48
Riverheights Playground	5,208.78	-	-	42.11	5,250.89
St. Augustine	1,309.90	60,000.00	58,426.19	21.95	2,905.66 ✓
Valleyview Playground	42.91	-	-	0.36	43.27 ✓
Waverly Park Playground	12,859.27	1,657.85	-	115.91	14,633.03
Total Playgrounds	33,708.96	74,413.39	58,426.19	337.49	50,033.65 ✓

Friends of Education
Summary of Accounts
9 Months Ending March 31, 2017

Description	July 1, 2016	Contributions	Withdrawals	Interest	March 31, 2017
Project Designated					
Best Buy Tech Lab Grant	(11.49)	11.49	-	-	0.00
Canadian Museum for Human Rights Project	11,823.40	-	2,387.50	89.14	9,525.04
Crocus Plains - Breakfast Program	953.34	500.00	567.97	8.97	894.34
Crocus Plains - Electronics	(87.25)	-	-	(0.71)	(87.96)
Crocus Plains - F1 Championship	2,190.60	-	2,202.40	11.80	0.00
Crocus Plains - Field House	0.71	-	-	-	0.71
Crocus Plains - Girls Rugby	204.70	-	205.80	1.10	0.00
Crocus Plains - Water Festival	135.91	-	-	1.10	137.01
Drug & Alcohol Coalition Donations	6,437.12	8,226.68	11,247.10	31.43	3,448.13
New Era/Harrison French Immersion Music of Africa	623.48	-	-	5.05	628.53
New Era Christmas Dinner	-	250.00	-	1.22	251.22
George Fitton Parent Council	(0.03)	-	-	0.03	(0.00)
Gr. 7/8 Human Rights Museum Fund	-	-	-	-	-
International Baccalaureate	34.79	-	-	0.29	35.08
J.R.Reid - Davloor	410.04	-	-	3.32	413.36
Memory of Doug Steeves	2,035.70	-	2,046.66	10.96	(0.00)
Neelin Breakfast Program	202.25	50.00	-	1.88	254.13
Neelin Major Productions	5,820.42	1,500.00	1,169.59	46.92	6,197.75
New Era Breakfast	256.94	-	-	2.07	259.01
Safe Kids	11.29	-	-	0.09	11.38
SPIN Youth Revolution Support	6,014.65	4,000.00	1,173.44	67.20	8,908.41
Vincent Massey - Football	2,890.61	-	-	23.37	2,913.98
Vincent Massey - Phys Ed & Basketball Program	2,732.79	(2,000.00)	-	10.77	743.56
Vincent Massey - Basketball Shooting Machine	-	3,700.00	-	19.65	3,719.65
Youth Revolution - General Donations	8,842.13	3,005.00	2,333.92	74.88	9,588.09
Total Other	51,522.10	19,243.17	23,334.38	410.53	47,841.42
	167,499.39	96,937.57	80,546.62	1,429.81	185,320.15

Westman Retired Educators' Association

150 Daly Crescent
Brandon, MB R7A 6W3
March 31, 2017

Dear Mr. Buri:

Thank you for your reply letter detailing the disbursements of funds through Friends of Education during the past two years and the goals of the committee.

The executive and membership of WREA reviewed and discussed your letter, received January 11, 2017, at our meetings in March. From the letter, it seems that the Friends of Education committee does not see the need to review either its mandate or its operational procedures.

Perhaps at a future time, WREA may again be active within the Friends of Education committee, but we do not currently see a satisfactory role there for a WREA member.

WREA will continue to support the fundraising and education causes of the Friends of Education committee. We wish you and the Friends of Education committee well with your work for the benefit of students in the Brandon School Division.

Yours truly,

A handwritten signature in blue ink that reads "J. Olmstead". The signature is written in a cursive style with a large initial "J" and "O".

Judith Olmstead

President

Westman Retired Educators' Association