



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, MAY 11, 2015.

PRESENT:

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

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

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

REGRETS:

Mr. J. Murray.

The Chairperson called the meeting to order at 7:00 p.m. He welcomed everyone in attendance and those viewing the proceedings online.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Trustee Sefton noted he had four items for In-camera.

Mr. Kruck – Mr. Sumner

That the agenda be approved as amended.

Carried.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Special Board Meeting held April 27, 2015 were circulated.

Mr. Sumner – Mr. Kruck

That the Minutes be approved.

Carried

- b) The Minutes of the Regular Board Meeting held April 27, 2015 were circulated.

Mr. Bartlette – Mr. Buri

That the Minutes be approved.

Carried.

- c) The Minutes of the Special Board Meeting held May 4, 2015 were circulated.
Mrs. Bowslaugh – Mr. Sumner.
That the Minutes be approved.
Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

Rebecca Xie, an École secondaire Neelin high Student, received recognition for being one of the Grand Prize Winners in the 2014 Citizenship Challenge. Trustee Sefton noted that Rebecca received an all-expenses paid trip to Ottawa with this prize, and he spoke with Rebecca about her trip and what was most memorable about it. Trustee Sefton informed the Trustees that Rebecca had recently scored 100% on 3 Provincial exams and asked Rebecca to explain the difference between IB exams and Provincial Exams. Trustee Sefton Mr. Sefton thanked Rebecca for attending and stated that the Board is proud of her and what she has achieved.

2.01 Reports of Committees

- a) Facilities and Transportation Committee Meeting

The written report of the Facilities and Transportation Committee meeting held on April 27, 2015 was circulated.

Trustee Ross asked questions for clarification regarding the re-location of the fence at Earl Oxford School and whether this type of matter requires a motion. Trustee Bartlette noted that at the meeting with the City of Brandon, the Trustees in attendance indicated that they agreed the Division would pay to move the fence and now the Facilities and Transportation Committee is recommending that the City be asked to pay all costs incurred.

Trustee Sefton recommended the Earl Oxford School fence item be added to the next Facilities and Transportation Committee Meeting agenda and discussed further. Mr. Labossiere noted that although the costs of moving the fence are minor, there are issues with the grade/slope of land at the school, which may result in additional costs to move the fence.

Trustee Ross recommended, in regards to the Crocus Plains Culinary Ventilation, with the agreement of the Board, that a letter be sent to the Minister of Education strongly stating that this situation is not acceptable. Trustee Bartlette reiterated that it is Public Schools' Finance Board's responsibility to cover the costs of this project.

Mr. Denis Labossiere, Secretary-Treasurer, gave an update on the April 28 meeting with the Fire Department regarding the Crocus Plains Culinary Ventilation. At that time they were not willing to give an extension to the upgrade timeline. The following week Mr. Mel Clark, Director of Maintenance and Transportation, met the Fire Department representatives at Crocus Plains and re-inspected the duct work. The Division has been asked to clean the duct work and if this cleaning has satisfactory results with no signs of further deterioration, there may be a possibility of a one year extension to get the duct work up to code, but this is not a guarantee.

Trustee Sefton added that he will add this item to the agenda when the Board meets with the Minister face to face. Trustee Ross asked that the Board still advise the Minister in writing of the

situation in advance of meeting with him and then speak to it again at the meeting. Trustee Sefton asked Mr. Labossiere to write this letter on behalf of the Board.

Mrs. Bambridge - Mrs. Bowslaugh
That the Minutes be received and filed.

Carried.

2.02 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)

- From Report of Senior Administration

- a) School Reports – NIL
- b) Learning Support Services Report
 - Implementation of Strategic Plan

Dr. Michaels highlighted some of the background work that goes into servicing Division schools in providing programming for students, providing professional development for teachers, and providing training for teachers:

- Veronica Adams, Inter Agency Articulation Specialist
 - The Children's Therapy Initiative (CTI)
 - Brandon Children's Therapy Team
- Ralph Clark, Physical Education/Health Education Specialist
 - First Aid and CPR/AED training
 - "Passport for Life" (a physical literacy assessment tool)
- Joanna Ford, English as an Additional Language Specialist
 - Middle Years and Senior Years English as an Additional Language (EAL) Literacy Professional Learning Network
 - Making Connections
- Eva Eberts, French Language Specialist
 - From Communicative to Action Oriented
- Linda Jameson, Professional Learning and Development Specialist
 - Working with Schools: In Particular George Fitton
- Amie Martin, Aboriginal Education Learning Specialist
 - Provide on-going professional learning opportunities in Aboriginal education and the integration of Aboriginal perspectives in curriculum.
 - Support pilot projects on the 7 Teachings and Medicine Wheel in the Early and Middle Years.

- Angela McGuire-Holder, Coordinator, Brandon Community Drug and Alcohol Education Coalition
 - Youth Revolution Program
 - Youth Revolution Community Partnerships
- Vanda Mitri, Reading Recovery Teacher Leader
 - Description of Work Plan Goals as Related to BSD Strategic Plan
- Cory Nevill, Literacy Specialist
 - Middle Years Balance Literacy Practices
- Marsilah Peirson, Resource Education Specialist
 - Academic Preparedness – Differentiated Instruction Sessions
- Teresa Vallotton, Numeracy Specialist
 - Academic Preparedness – Numeracy
- Marnie Wilson, Research and Evaluation Services Specialist
 - Providing classroom assessment and grading; pedagogy education
 - Supporting Schools in the analysis and utilization of their data for decision-making and school development planning
 - Leading the data cohesion working group

- c) Items from Senior Administration Report –
- Request for Proposal – Cisco Core Switching Upgrade – Refer Motions.

The Secretary-Treasurer spoke to the Cisco Core Switching Upgrade request for proposal and noted that three proposals were received and reviewed, and it is recommended that the proposal from MTS Inc. be accepted.

Dr. Michaels, Superintendent, responded to Trustee Bartlette's Trustee Inquiry of September 8, 2014, regarding the investment in HALEP (High Ability Learner Enrichment Program) since its inception. The Division has invested \$2,474,907.85.

Trustee Bartlette thanked Senior Administration for the information. Trustee Bartlette then asked what assessment, beyond anecdotal reporting, we can give the public to demonstrate the return on this kind of investment.

Dr. Michaels responded that the Division is, with Marnie Wilson, Research, Assessment, and Evaluation Specialist as our lead, currently developing an assessment framework for this. Policy 4044.3 requires that the HALEP programming be made available for all children. The Division is devising a pre- and post-longitudinal assessment which will give an idea of students' level of engagement. The numbers will be provided at a later date.

2.06 Public Inquiries (max. 15 minutes)

2.07 Motions

60/2015 Dr. Ross – Mr. Bartlette

That a wheelchair school bus be provided to the Society for Manitobans with Disabilities for their Summer Camp Program from July 20 to August 28, 2015 at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Transport Board.

Carried.

61/2015 Mr. Sumner – Dr. Ross

That the proposal for the network design, supply and implementation of the Cisco Core Switching Upgrade from MTS Inc. be accepted as follows:

Cisco Chassis	\$ 99,305.32
Switches	227,965.99
SWPs and Cables	83,524.46
Network Design and Implementation	<u>15,000.00</u>
Subtotal	\$ 425,795.77
GST	21,289.79
PST	<u>34,063.66</u>
Total	<u><u>\$ 481,149.22</u></u>

And approval be granted to enter into a 60 month lease financing agreement with Cisco Systems Capital Canada for same in accordance with the proposals.

Trustee Bartlette asked questions for clarification regarding interest costs. Mr. Labossiere responded that interest costs will be approximately \$23,400.00. The yearly payments amount to \$95,495 and the 2015-2016 budget amount for this project was \$97,000 The lease rate for 60 months was a slightly lower rate than the bank was offering.

Carried.

2.08 Bylaws

Mrs. Bowslaugh - Mr. Bartlette
2nd Reading

That By-law 4/2015 being a borrowing by-law in the amount of \$817,600.00 upon the credit of the Division by the issue and sale of a debenture to meet partial costs for construction of:

<u>School</u>	<u>Project</u>
Betty Gibson School	Roof Replacement
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium
Harrison School	Roof Replacement of Area A1
Meadows School	Three Classroom & Elevator Access Addition
Meadows School	Elevator
Neelin High School	Roof Replacement of Area G1
Valleyview Centennial School	Heating and Ventilation Systems Replacements
Riverview School	Furnace Replacement Ph II
Vincent Massey High School	Roof Replacement Areas D and G
Waverly Park School	Two Classroom Addition
Vincent Massey High School	Renovation of Two Science Classrooms

be now read for the second time, having been first read on April 27, 2015.

Carried.

3rd Reading

That the rules be suspended and By-law 4/2015 be now read for a third and final time, and taken as read, finally passed.

Carried.

THE BRANDON SCHOOL DIVISION

BYLAW NO. 4/2015

Bylaw of the Board of Trustees of The Brandon School Division for the purpose of borrowing the sum of \$817,600.00 and issuing debentures therefor.

WHEREAS it is deemed necessary and expedient to raise by loan the sum of \$817,600.00 upon the credit of the Division by the issue and sale of debentures to meet partial costs for construction of the following:

<u>School</u>	<u>Project</u>
Betty Gibson School	Roof Replacement
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium
Harrison School	Roof Replacement of Area A1
Meadows School	Three Classroom & Elevator Access Addition
Meadows School	Elevator
Neelin High School	Roof Replacement of Area G1
Valleyview Centennial School	Heating and Ventilation Systems Replacements
Riverview School	Furnace Replacement Ph II
Vincent Massey High School	Roof Replacement Areas D and G
Waverly Park School	Two Classroom Addition
Vincent Massey High School	Renovation of Two Science Classrooms

NOW THEREFORE, pursuant to the provisions of The Public Schools Act, the Board of Trustees of The Brandon School Division, duly assembled, enacts as follows:

- 1) That it shall be lawful for the said School Trustees to borrow the sum of \$817,600.00 by the issue and sale of debentures of the said School Division as set out below.
- 2) That the said debentures shall be issued at Brandon, Manitoba and shall be dated the 31st day of May, 2015 and shall be payable to the Registered Holder at the Office of the Minister of Finance, Winnipeg, Manitoba as follows: the debenture shall be so issued that the amount thereby borrowed shall be repayable in twenty (20) equalized consecutive annual installments of \$54,955.56 each, including principal and interest at the rate of 3.000 per cent per annum, payable annually on the 31st day of May as per Schedule "A" attached.
- 3) That the first installment shall be payable on the 31st day of May, 2016.
- 4) That each debenture shall be signed by the Chairperson of the Board and the Secretary-Treasurer of the said School Division and the coupons, if any, attached thereto, shall be signed by the Secretary-Treasurer, whose signature may be lithographed thereon.
- 5) That provisions shall be made for the payment of the said debentures, and such provision shall form part of, and be included in, the annual statements of monies required for the purpose of the School Division.

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

SECOND READING: _____

THIRD READING: _____

Chairperson

Secretary-Treasurer

CERTIFIED a true copy of Bylaw
No. /2015 of The Brandon School Division
given first reading on the _____ day of
_____ A.D. 2015.

Secretary-Treasurer

2.09 Giving of Notice

Mr. Bartlette:

I hereby give notice that at the next regular meeting of the Board of Trustees, I, or someone in my stead, will introduce By-law 5/2015 being a by-law providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2015 to June 30, 2016.

2.10 Trustee Inquiries

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Dr. Michaels, Superintendent, reviewed the Report of Senior Administration from May 11, 2015 and highlighted the following items:

- Academic Preparedness – École New Era School
- Global Citizenship – Vincent Massey High School
- Health and Wellbeing – École Harrison
- Principal/Leadership Preparation Program- Session 18
- Administrative and Statistical Information
- Correspondence:
 - Carole Bilyk, on Behalf of Ian Donnelly, Manitoba Education and Advanced Learning, RE: Hollee Perreault, Teacher, Betty Gibson School, thanking the Division for making it possible for Ms. Perreault to attend the 4 half-day meetings regarding the Mathematics Teachers Inquiry Project (MTIP).

Mr. Sumner – Ms. Bambridge

That the May 11, 2015, Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

3.03 Announcements

- a) Divisional Futures Committee Meeting – 10:00 a.m., Monday, May 11, 2015, Boardroom.
- b) Workplace Safety & Health Committee Meeting – 1:00 p.m., Tuesday, May 12, 2015, Conference Room.
- c) Personnel Committee Meeting – 10:00 a.m., Thursday, May 14, 2015, Boardroom.
- d) Finance Committee Meeting – 1:00 p.m., Wednesday, May 20, 2015, Boardroom.
- e) Facilities & Transportation Committee Meeting – 10:00 a.m., Monday, May 25, 2015, Boardroom.
- f) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, May 25, 2015, Boardroom.

Mr. Bartlette – Mr. Buri

That the Board do now resolve into Committee of the Whole In Camera. (8:22 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.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports
 - a) Trustee Sefton gave an update on a Property Matter.

- Trustee Inquiries

4.04 Board Operations

- Reports
 - a) Trustee Sefton spoke on three Board Operations matters.

- Trustee Inquiries

Ms. Bambridge – Mrs. Bowslaugh

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

Carried.

5.00 ADJOURNMENT

Mr. Kruk – Mr. Buri

That the meeting does now adjourn (9:07 p.m.)

Carried.

Chairperson

Secretary-Treasurer