



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, JULY 8, 2013.

PRESENT:

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

Secretary-Treasurer, Mr. K. Zabowski, Recording Secretary, Ms. S. Bailey, Live Streaming Video Operator, Mr. Brent Ewasiuk.

Senior Administration: Dr. D. M. Michaels, Superintendent/CEO, Assistant Secretary-Treasurer, Mr. Denis Labossiere, Ms. B. Switzer, Director of Human Resources.

REGRETS:

Mr. D. Karnes, Mr. M. Snelling, Ms. K. Boklaschuk, Mr. G. Malazdrewicz, Associate Superintendent,

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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Secretary-Treasurer, Mr. Zabowski requested the addition of three in-camera items which included a property matter, an operations matter, and a personnel matter.

Dr. Michaels, Superintendent, requested the addition of one personnel matter for in-camera discussions.

Mr. Sefton, Board Chairperson, requested the addition of two in-camera items.

Dr. Ross – Mr. Murray

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 June 24, 2013 were circulated.

A correction was made to the time when the meeting was called to order.

Mrs. Bowslaugh – Mr. Sumner
That the Minutes be approved as amended.
Carried.

- b) The Minutes of the Regular Board Meeting held June 24, 2013 were circulated.

Mrs. Bowslaugh – Mr. Bartlette
That the Minutes be approved as circulated.
Carried.

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

- a) The Chairperson recognized the following student accomplishment:
- Paige Froese, 2013 Graduate of Crocus Plains Regional Secondary High School, on receiving \$72,000 in scholarship funds.

The Chairperson offered the opportunity for the honouree to speak following receipt of her recognition.

2.02 Reports of Committees

- a) Friends of Education Committee Meeting

The written report of the Friends of Education Committee meeting held on June 13, 2013 was circulated.

Trustee Bowslaugh noting the funds received from Green Acres Lodge inquired if a thank-you would be forwarded on behalf of the Board of Trustees. Mrs. Bowslaugh also inquired about Policy 3027 and the use of funds to assist in purchasing teaching supplies.

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

- b) Finance Committee Meeting

The written report of the Finance Committee meeting held on June 24, 2013 was circulated.

Trustees requested clarification regarding discussions involving parking fees, including the number of staff currently paying for parking, the upcoming consultation with staff regarding parking fees and recouping costs for snow removal in parking lots.

Mr. Sefton – Dr. Ross

That the Minutes be received and filed.

Carried.

c) Personnel Committee Meeting

The written report of the Personnel Committee Meeting held on June 27, 2013 was circulated.

Dr. Ross – Mr. Kruck

That the Minutes be received and filed.

Carried.

d) Other

NIL

2.03 Delegations and Petitions

NIL

2.04 Communications for Action

NIL

2.05 Business Arising

- From Previous Delegation

- From Board Agenda

- MSBA issues (last meeting of the month)

- a) Trustee Murray inquired as to whether or not the Division had received any response from MSBA with respect to a meeting date. The Chairperson noted he had not received a response to date.

- From Report of Senior Administration

- a) School Reports – NIL
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report
 - Big Brothers and Sisters Mentoring Program – Referred Motions.
 - Policy 4044.4 – “Response to Intervention” – Referred Motions.
 - Car Plug-in Fees – Referred Motions.
 - Vincent Massey High School Off-Site Activity Request – Referred Motions.
 - École Secondaire Neelin High School Off-Site Activity Request – Referred Motions.

2.06 Public Inquiries (max. 15 minutes)

NIL

2.07 Motions

80/2013 Mr. Sumner – Mr. Kruck

That the Agreement between the Division and Big Brothers and Sisters of Brandon Association Inc., providing a partnership for student mentoring in all early years and middle years schools in Brandon School Division (excepting Spring Valley School) in accordance with the terms and conditions of said Agreement, be approved; and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Concerns were raised regarding the wording in clause 15 of the agreement with respect to disclosure and who reports to authorities on behalf of a child. Clarification was also requested regarding clause 13 and the various registry checks required by mentors. It was noted this agreement has been in use for several years with Big Brothers and Sisters. It was also confirmed that the Division policy regarding disclosure and protection of students has been in place in the Division for some time and is reviewed frequently to ensure that it conforms to current legislation.

Carried.

81/2013 Mr. Bartlette – Mr. Murray

That Policy 4044.4 – “Response to Intervention” be approved.

Trustee Kruck questioned why this policy was required. It was noted the policy gives administration clear direction regarding the Board’s beliefs and allows for development of procedures.

Carried.

82/2013 Mrs. Bowslaugh – Mr. Murray

That the annual electrical fee for vehicle plug-in be set at \$52.50 (\$50 plus GST) for full time staff and \$26.25 (\$25 plus GST) for part time staff for the 2013-2014 school year.

Mrs. Bowslaugh requested the word “annual” be included in the motion. The change of wording was agreed to as a friendly amendment.

Carried.

83/2013 Mrs. Bowslaugh – Mr. Murray

That the trip involving twenty one (21) grades 10, 11 and 12 high school hockey students, from Vincent Massey High School to make a trip to Anaheim, CA November 26 – December 1, 2013 be approved in principle and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Discussions were held regarding the cost of the trip; why the team needed to travel such a distance to compete; the number of teaching days that would require a substitute teacher and the cost to the division. Trustee Ross also noted that the chaperones were all male and expressed concern that this was the second time in the last few months that she has had to point out that policy requires both a male and female chaperone accompany all student trips.

Carried (5-2 – Trustees Sumner and Kruck opposed).

84/2013 Mr. Bartlette – Mr. Murray

That the trip involving two (2) female grade 12 student council members, from École secondaire Neelin High School to make a trip to Prince Edward Island from September 17 – September 22, 2013 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried.

85/2013 Mr. Kruck – Mr. Sumner

That the Brandon School Division Board of Trustees approve the Collateral, Auxiliary agreements and Letter of Understanding with respect to the Extended Health Benefits Plan endorsed by the Manitoba School Boards Association and the Manitoba Teachers Society; and the Chairperson and Secretary-Treasurer be authorized to sign same.

Trustee Ross expressed concerns with the agreement as it relates to support staff. She also requested assurance that the Brandon Teachers Association had endorsed the plan and therefore requested a meeting with the Brandon Teachers Association and/or a letter be written to the Brandon Teachers Association regarding this matter.

Trustee Sumner expressed concerns with endorsing this plan as it relates to collective bargaining.

Trustee Bowslaugh agreed with the previous two speakers noting she would like to see a final summation well before the Board agrees to sign off on the matter.

The Secretary-Treasurer noted the motion in front of the Board related to the teacher plan only and had nothing to do with the support staff plan at this time.

Trustee Kruck noted he agreed with Trustee Sumner regarding this matter and its impact on collective bargaining.

Trustee Bartlette confirmed he agreed with Trustee Ross. He did not feel comfortable endorsing one agreement while discussions with support staff had not been completed. He felt it was premature to support the teacher agreement at this point.

The Secretary-Treasurer reminded the Board that only the support staff implementation date had been extended and that the implementation date for teaching staff for this plan was still September 1, 2013.

Trustee Murray confirmed he agreed with his fellow Trustees and did not feel comfortable in voting in favour of signing the agreements at this time. He reiterated his concern that this item was moved forward without consultation with Trustees.

Trustee Sefton reminded the Board that it was the Manitoba School Boards Association who did not follow protocol not the local teachers union. He asked Trustees not to punish the teaching staff, who bargained in good faith with the Manitoba Teachers Society on this matter. He noted the Board should be angry with the Manitoba School Boards Association and not the local teachers union, as the Board was not “put into a corner by our teachers”.

Defeated (6-1 – Trustee Sefton voted in favour of motion).

86/2013 Dr. Ross – Mr. Bartlette

That the Brandon School Division Board of Trustees approve the Letter of Agreement with respect to the Brandon Teachers Association Short Term Disability Benefit Plan; and the Chairperson and Secretary-Treasurer be authorized to sign same.

Carried.

2.08 Bylaws

2nd Reading

Mr. Kruck – Mrs. Bowslaugh

That By-Law 5/2013 being a borrowing by-law in the amount of \$1,053,200.00 upon the credit of the Division by the issue and sale of a debenture to meet partial costs for construction of the following projects: Valleyview Centennial School Heating and Ventilation Systems Replacement, Crocus Plains Regional Secondary High School Science Lab Renovation, Vincent Massey High School Emergency Gym Roof Replacement, École Secondaire Neelin High School Steam Heating System Replacement and Science Lab Renovation, Two unlinked portables at École New Era School and One unlinked portable at Alexander School, be now read for the second time having first been read on June 24, 2013.

Carried.

3rd Reading

Mr. Kruck – Mrs. Bowslaugh

That the rules be suspended and By-law 5/2013 be now read for a third and final time, and taken as read, finally passed.

Carried.

2.09 Giving of Notice

NIL

2.10 Trustee Inquiries

Trustee Kruck confirmed he will be asking, in the fall, for financial details regarding the hockey trip to California which had been approved in principle by the Board of Trustees at this meeting.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Superintendent, Dr. Michaels, asked Trustees if they had any questions regarding the year-end report which was circulated to Trustees at the June 24, 2013 Board Meeting.

Trustee Bowslaugh noted she found the report to be extremely informative and transparent. She thanked those who had worked to pull the information together in the report and hoped the public would be able to view the document in future.

Superintendent, Dr. Michaels, confirmed the document would be placed on the Division website within the next few weeks.

Trustee Bartlette referenced the reading comprehension and HALEP reports in the document, noting he was happy to see this information included.

Trustee Sumner confirmed he found the information to be very informative but asked that the Division work towards a more consistent methodology in reporting by schools.

Requests were also made that in future abbreviations in such reports need to be listed in a key to assist the public when reviewing similar documents.

Dr. Michaels spoke to the 2012-2013 grad rate. Trustee Kruck requested clarification as to why the Division does not calculate the grad rate in the same manner the Minister calculates the Provinces grad rate. It was noted that there are too many variables to calculate the grad rate in the same manner. The Chairperson pointed out that the Division's grad rate would be 105.3% should the same calculation be used. This was due to EAL enrollment growth in the Division and that there had been more grade 12 students this year than there had been grade 9 students four years ago.

Dr. Michaels also spoke to the year-end suspension report. Trustee Murray requested that future year-end reports include recidivism.

Chairperson, Mr. Sefton, noted that 50 English as an Additional Language students graduated from the Division this year.

Mr. Murray – Mr. Bartlette

That the July 8, 2013 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Garth Nichol, Chairperson of the Board, Turtle Mountain School Division, June 17, 2013, addressed to Mr. Floyd Martens, President, Manitoba School Boards Association (MSBA), expressing concern regarding the Extended Health Benefits Plan. They note that no direct correspondence/collaboration was made to the Board of Trustees. The Board feels that such a departure from what is happening now should have been discussed directly with Trustees at the regional meetings and the annual AGM. The Board does not dispute the plan and feels it may have merit; however they do take slight to the lack of direct communication.

Ordered Filed.

- b) Heather Demetriooff, Associate Director, Manitoba School Boards Association, June 24, 2013, addressed to Secretary-Treasurers, noting it has come to their attention that there has been some confusion concerning the correct interpretation of section 26(2) of *The Public Schools Act* - Vacancy in final year of term. The confusion arises over the definition of the term "year in which the term of office expires", and whether that means the final twelve months of the term of office, or the calendar year. The MSBA has consistently advised that the correct interpretation is the final twelve months. This response was confirmed by Mr. David Yeo, Director of Education Administration Services. However, Mr. Yeo's response went on to say that the term of office should be considered to begin "14 days after the fourth Wednesday in October of the year in which the election is held or on the date of the first meeting whichever first occurs". This differs from advice we have given school boards in the past, which was that the final year of a trustee's term of office should be calculated based on the date of the next general school board election. Therefore, based on this information, if a school trustee resigns or a seat otherwise becomes vacant after November 6, 2013, the board may choose not to fill that vacancy. Any vacancy occurring before that time will trigger a by-election.

Referred Secretary-Treasurer's Office.

- c) Tracey Holness, Vice-Chair, Red River Valley School Division, June 19, 2013, addressed to Mr. Floyd Martens, President, Manitoba School Boards Association, expressing their disappointment with the decisions made regarding Manitoba Public School Employees' Dental & Extended Health Benefits Plan and the lack of information provided to Trustees regarding the concept, process and implementation schedule. It is their understanding that the survey of Secretary-Treasurers was vague and decisions were made without Board consultation. They ask since when does MSBA take direction from Secretary-Treasurers? They also ask since when does MSBA negotiate on behalf of boards? They felt there was ample opportunities to discuss this matter at MSBA functions such as regional meetings or at the Annual General Meeting but at no time were trustees asked to discuss or vote on this issue. They are not disputing the plan but rather the lack of consultation and respect shown to boards. They request this process be reviewed and corrected immediately.

Ordered Filed.

- d) Mr. Terry Osiowy, Principal, Crocus Plains Regional Secondary School, June 24, 2013, noting their graduation ceremony was held on Monday, June 24, 2013 at Westman Communication Place. They celebrated the contributions and achievements of 226 graduates. This ceremony is greatly enhanced through the presentation of scholarships and awards to those young men and women who excelled in a variety of areas. Through the generous support of individuals and organizations we were able to provide that additional recognition at our graduation. On behalf of the students, their parents/guardians and the staff at Crocus, he thanks the Division for their scholarship contribution.

Ordered Filed.

3.03 Announcements

Prior to reviewing announcements the Board established their inaugural meeting date. It was agreed the inaugural meeting would take place at 9:30 a.m. on Tuesday, September 3, 2013.

- a) Trustee Outlook Training – 9:00 a.m., Tuesday, July 9, 2013, Admin Office Training Centre.
- b) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, August 26, 2013, Board Room.
- c) Board Planning Session – 5:00 p.m., Tuesday, August 27, 2013, Board Room.

Mrs. Bowslaugh – Mr. Sumner

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

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 noted.
- b) A Divisional Staffing matter, received as Confidential #2, was reviewed by the Secretary-Treasurer. Trustees amended the recommendation included in the Confidential. A motion would be brought forward following the conclusion of in-camera discussions.
- c) Superintendent, Dr. Michaels, provided a verbal update on a personnel matter.
- d) The Secretary-Treasurer circulated Confidential #6 regarding a personnel matter. A motion would be brought forward accepting the request in Confidential #6 following the conclusion of in-camera discussions.

- Trustee Inquiries**4.03 Property Matters/Tenders****- Reports**

- a) The Secretary-Treasurer circulated Confidential #3 regarding a property matter. It was agreed to bring forward the recommendation included in the Confidential following the conclusion of in-camera discussions.

- Trustee Inquiries**4.04 Board Operations****- Reports**

- a) Information on a Board Operations matter was circulated as Confidential #5. The Chairperson spoke to the matter.
- b) Trustee Sefton raised concerns regarding the operations of a Board Committee. Following discussions it was agreed this matter would be referred to the next Joint Meeting between the City of Brandon and the Brandon School Division.
- c) The Secretary-Treasurer circulated Confidential #4 regarding a parent request related to a recent Board of Reference Hearing. Following discussion, the Board of Trustees agreed to decline the request.

- Trustee Inquiries

Mr. Bartlette – Dr. Ross

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

Carried.

87/2013 Mr. Kruck – Mr. Sumner

That the recommendations in Confidential #3 be accepted.

Carried.

88/2013 Mr. Sumner – Mrs. Bowslaugh

That the recommendations in Confidential #2 be accepted as amended.

Carried (6-1, Trustee Kruck Opposed).

89/2013 Mr. Sumner – Mr. Kruck

That the Board of Trustees accept, with regret, the resignation of the Secretary-Treasurer, effective August 2, 2013.

Carried (6-1, Trustee Bowslaugh Opposed).

90/2013 Mr. Bartlette – Mrs. Bowslaugh

That Trustees Ross, Murray, and Sefton be appointed to the Secretary-Treasurer Search Committee.

Carried.

91/2013 Mr. Kruck – Mrs. Bowslaugh

That Denis Labossiere be appointed Acting Secretary-Treasurer effective August 5, 2013.

Carried.

5.00 ADJOURNMENT

Mr. Sumner – Mr. Kruck

That the meeting does now adjourn (10:34 p.m.)

Carried.

Chairperson

Secretary-Treasurer