



# BRANDON SCHOOL DIVISION

April 22, 2015

NOTICE IS HEREBY GIVEN OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES

TO BE HELD MONDAY, APRIL 27, 2015  
7:00 P.M.

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere  
Secretary-Treasurer

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## **AGENDA**

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

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

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

#### **1.03 Adoption of Minutes of Previous Meetings**

- a) Regular Board Meeting, April 13, 2015.  
Adopt.
- b) Special Board Meeting, April 20, 2015.  
Adopt.

### **2.00 GOVERNANCE MATTERS:**

#### **2.01 Presentations For Information**

- a) 4 Students from Crocus Plains Regional Secondary School, receiving recognition for their Manitoba Skills Competition awards.
  - Layne Campbell – Gold
  - Kyle Hawkins – Gold
  - Jason Klimack – Silver
  - Kyle DeBeer - Bronze

- b) 2 Students from École secondaire Neelin High School, receiving recognition for their Manitoba Skills Competition awards.
  - Caitlin Cote (Gold)
  - Dayton Black (Silver)
- c) Crocus Plains Regional Secondary School student Jasmine Chapman, receiving a Student Citizenship Award.

## **2.02 Reports of Committees**

- a) Facilities & Transportation Committee Meeting J. Murray
- b) Finance Committee Meeting K. Sumner

## **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)**

- a) Advocacy Discussion Document (Appendix B)

### **- From Report of Senior Administration**

- b) School Reports
  - Riverview School
  - Vincent Massey High School
- c) Learning Support Services Presentation - NIL
- d) Items from Senior Administration Report -
  - Audit Engagement Letter – Refer Motions.

## **2.06 Public Inquiries (max. 15 minutes)**

## **2.07 Motions**

55/2015 That the Auditor Letter regarding the audit engagement for the March 31, 2015 year end between the Division and BDO Canada LLP, Chartered Accountants, be approved and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.

56/2015 That the Janitorial Services Contract between the Brandon School Division and JCI Johnson's Commercial and Industrial Services at Crocus Plains Regional Secondary School be extended for the 2015-2016 and 2016-2017 School Years in the following amounts (all taxes included):

<u>2015-2016</u>	<u>2016-2017</u>	<u>Total</u>
\$280,285	\$288,694	\$568,979

57/2015 That the following tuition fees be approved for the 2015-2016 year:

Transfer Fee	\$ 1,300
Residual Fee	\$ 5,226
Non-Resident (First Nations)	\$11,300
Foreign Student Fees	\$11,300

## **2.09 Giving of Notice**

### **2.10 Inquiries**

- Trustee Inquiries

## **3.00 ADMINISTRATIVE INFORMATION:**

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

### **3.02 Communications for Information**

- a) Correspondence from Alison Johnston, President, and Darren Hardy, Collective Bargaining Chairperson, Brandon Teachers' Association, April 20, 2015, giving notice of the Brandon Teachers' Association's intention to renew or amend the July 1, 2010 to June 30, 2014 collective agreement between the Brandon School Division and the Brandon Teachers' Association. Notice is given at this time for the purpose of safeguarding the Associations' rights pursuant to the relevant legislation and without prejudice to the negotiations in which they are currently engaged and would like to arrange a mutually convenient time to commence negotiations. (Appendix A)

Ordered filed.

### **3.03 Announcements**

- b) Parent/Guardian/Division Advisory Committee Meeting – 7:00 p.m., Wednesday, April 29, 2015, Boardroom.
- c) Divisional Futures Committee Meeting – 10:00 a.m., Tuesday, May 5, 2015, Boardroom.
- d) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, May 11, 2015, Boardroom.

## **4.00 IN CAMERA DISCUSSION**

### **4.01 Student Issues**

- Reports
- Trustee Inquiries

### **4.02 Personnel Matters**

#### **- Reports**

- a) Confidential #1 – Personnel Report.

#### **- Trustee Inquiries**

**4.03 Property Matters/Tenders**

- Reports
- Trustee Inquiries

**4.04 Board Operations**

- Reports
- Trustee Inquiries

**5.00 ADJOURNMENT**



# 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, APRIL 13, 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, Mr. J. Murray, 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:**

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**

The Secretary-Treasurer noted he had one late motion from the Facilities and Transportation Committee Meeting held April 13, 2015.

The Superintendent noted she had 2 personnel items for In-Camera.

Mr. Bartlette – Dr. Ross

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 March 23, 2015 were circulated.

Mr. Buri – Mr. Kruck

That the Minutes be approved.

Carried

- b) The Minutes of the Regular Board Meeting held March 23, 2015 were circulated.

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

## **2.00 GOVERNANCE MATTERS:**

### **2.01 Presentations For Information**

#### **2.01 Reports of Committees**

- a) Policy Review Committee Meeting

The written report of the Divisional Futures and Community Relations Committee meeting held on March 17, 2015 was circulated.

Trustee Sumner asked questions for clarification regarding the Kindergarten registration process at École Harrison. Equitability was discussed and the Policy Review Committee was asked to have another look at this practice and investigate other options.

Mr. Buri - Mrs. Bowslaugh  
That the Minutes be received and filed.  
Carried.

- b) Facilities and Transportation Committee Meeting

The written report of the Facilities and Transportation Committee meeting held on March 23, 2015 was circulated.

It was noted by Trustee Kruck that the wording in the School Bus Purchase topic in the minutes was incorrect; instead of the word “decided”, it should have read “recommended that the additional money will be taken out of the bus reserve to purchase a propane school bus...”

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

- c) Finance Committee Meeting

The written report of the Finance Committee meeting held on March 26, 2015 was circulated.

Trustees asked questions for clarification regarding the date of the 2016-2017 Budget deliberations.

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

d) Education Committee Meeting

The written report of the Personnel Committee Meeting held on April 7, 2015 was circulated.

Trustee Bartlette noted that the two presenters listed in the minutes should be removed as they did not attend. Barb Miller and Stephane Touzin's names will be removed from the minutes.

Mr. Bartlette – Mrs. Bowslaugh  
That the Minutes be received and filed.

Carried.

## **2.02 Delegations and Petitions**

### **2.04 Communications for Action**

- a) Correspondence from Mr. Bob Lee, Organizing Member of the Division Wide MY Oratorical Event, dated March 23, 2015, requesting support for the Division Wide Middle Year's Oratorical Event. This year's event takes place on May 6, 2015, in the Lorne Watson Recital Hall at Brandon University. A copy of last year's program and a breakdown of expenses are included. (Appendix "A")

Refer Motions.

- b) Correspondence from Kerri Malazdrewicz & Jamie Harrison, Student Council Teacher Advisors at École secondaire Neelin High School, dated March 26, 2015, requesting financial support in sending Neelin High School Student Representative Council (SRC) to the Canadian Student Leadership Conference to be held from September 22 – 26, 2015, in Halifax, Nova Scotia. The SRC is sending two student delegates, along with two teacher supervisors, which will incur a total cost of \$5,100.00. (Appendix "B")

Refer Motions.

- c) Samantha Shupe, Chair of the Block Parent Program, dated March 20, 2015, asking for the support of the Brandon School Division in bringing the Block Parent Program to Brandon to lend a hand to those who feel bullied, hurt, ill or scared. The Block Parent Committee Members are listed in the letter and Ms. Shupe thanks the Brandon School Division for their consideration of the Program and looks forward to working with the Brandon School Division. (Appendix "C")

Refer Business Arising.

### **2.05 Business Arising**

#### **- From Previous Delegation**

#### **- From Board Agenda**

The correspondence from Samantha Shupe, Chair of the Block Parent Program, dated March 20, 2015, asking for the support of the Brandon School Division in their goal of helping the community feel safe.

Trustee Sefton asked the Trustees if it was their will to support the Block Parent Program in principle. The Board indicated that they would support the program and a letter would be sent to Samantha Shupe.

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

Trustee Sefton provided an update on the MSBA Director – Region 1 election, and noted that Trustee Buri was not elected to this position. He thanked Trustee Buri for putting his name forward.

**- From Report of Senior Administration**

- a) School Reports - NIL
- b) Learning Support Services Presentation –

**2012-2013 Early Development Instrument (EDI) Results Report**

Marnie Wilson, Research, Assessment and Evaluation Specialist, gave a presentation to the Board of Trustees to provide an overview of the Brandon School Division Early Development Instrument (EDI) Results Report 2012/2013.

Ms. Wilson reminded those in attendance that this data is collected from Kindergarten students every second year. The objectives are the developmental health of Kindergarten students half way through the year, and this information shows strengths, needs, and predicts how children will do in school.

This evaluation shows readiness in 5 domains:

- Physical Health and Well-being
- Social Competence
- Emotional Maturity
- Language and Thinking Skills
- Communication Skills & General Knowledge

Average scores of the Domains were reviewed. No historical data was included. Gender differences are statistically significant, with female students scoring higher than male students; Identity differences had Aboriginal students scoring lower. This was statistically significant.

If more than 30% of a division's students are 'very ready' in a given domain, it should be interpreted as an area of strength in the division. Results showed that less than 30% of students were 'very ready' in each domain. It is likewise suggested that a division should consider an area of need to be any domain in which it has greater than 10% of its students 'not ready.' This was the case for each of the 5 domains.

Compared with Manitoba, BSD student results show:

- Less developed school readiness overall
- Disproportionately greater numbers of 'not ready' children in all domains
- Significantly more children with multiple challenges

Specific Areas of Need:

**Academic:**

- Basic numeracy
- Complex literacy

**Other:**

- Gross and fine motor skills
- Prosocial and helping behaviour
- Communication skills

Trustees asked questions for clarification. Dr. Michaels noted that the schools collect student data on an individual and group bases. This data collection is ongoing.



The suggestion was made by Trustee Murray to share this report with the Department of Education noting that we don't have sufficient funding for All Day Every Day Kindergarten and literacy/numeracy early years. It was decided it would be the will of the Board to make a presentation on this matter to the Minister of Education during an upcoming meeting, and to provide a copy of the report to the Ministry.

Trustee Sefton asked Ms. Wilson what advice she would give parents of small children so their children are less vulnerable in Kindergarten? Ms. Wilson replied that everyone should read to their children from a young age, and also play and interact verbally with them.

- c) Items from Senior Administration Report –
- Vincent Massey High School Off-Site Activity Request (France and Spain) – Refer Motions.
  - Crocus Plains Regional Secondary School Off-Site Activity Request (Brooklyn, Michigan) – Refer Motions.

## **2.06 Public Inquiries (max. 15 minutes)**

### **2.07 Motions**

- 43/2015 Mr. Buri – Mr. Kruck  
That the trip involving grades 9, 10, 11 and 12 students, from Vincent Massey High School to make a trip to France and Spain from March 28 to April 4, 2016 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried.

- 44/2015 Mrs. Bambridge – Mr. Buri  
That the trip involving six (6) grades 10, 11 and 12 design drafting students, from Crocus Plains Regional Secondary School to make a trip to Brooklyn, Michigan from May 14 to May 17, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Sumner asked questions regarding coverage of costs for this trip. It was indicated that Friends of Education assists with funds.

Carried.

- 45/2015 Dr. Ross – Mr. Bartlette  
That support for the Division Wide Oratorical Event for Grades 5-8 in the amount of \$400 be approved.

Carried.

- 46/2015 Mr. Bartlette – Mrs. Bowslaugh  
That the request for financial assistance for two (2) École Secondaire Neelin High School students to attend the Canadian Student Leadership Conference to be held in Halifax, Nova Scotia, from September 22 - 26, 2015 be approved in the amount of \$800.00.

Trustee Bowslaugh asked questions for clarification regarding fundraising for this trip. Mr. Malazdrewicz responded that Student Councils do the fundraising for their councils to participate in this conference.

Carried.

- 47/2015 Mrs. Bowslaugh – Mr. Bartlette  
That the School Calendar for the 2015-2016 school year be established with the Christmas break occurring from December 21 to January 1, inclusive, and the ten (10) non-instructional days be five (5) professional development days and five (5) administrative days.

Carried.

48/2015 Mr. Sumner – Dr. Ross

That the proposed budget dates for the 2016/2017 budget deliberations be as follows:

Wednesday, February 3, 2016	Special Board Meeting (Preliminary Budget)
Wednesday, February 10, 2016	Public Budget Consultation Forum
Tuesday, February 16, 2016	All-Day Budget Meeting
Monday, February 29, 2016	Special Board Meeting – Public Presentations
Monday, March 7, 2016	Final Budget Approval

Carried.

49/2015 Mr. Sumner – Dr. Ross

That the dates for the Regular Board Meetings in March 2016 be changed from the 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month, to the 1<sup>st</sup> and 3<sup>rd</sup> Monday of the month.

50/2015 Mr. Murray – Mr. Kruck

That the 2016-2017 to 2021-2022 Five-Year Capital Plan be approved for submission to the Public Schools Finance Board.

Carried.

51/2015 Mr. Murray – Mr. Kruck

That the Board support in principle the establishment of the Block Parents Program as outlined in correspondence from Samantha Shupe.

Carried.

## **2.08 Bylaws**

Mr. Murray – Mr. Kruck

2nd Reading

That By-law 3/2015 being a borrowing by-law in the amount of \$1,349,500.00 upon the credit of the Division by the issue and sale of a debenture to meet partial costs for construction of:

### **School**

Waverly Park School  
 Vincent Massey High School  
 George Fitton School  
 Neelin High School  
 Meadows School  
 Meadows School  
 Harrison School  
 Crocus Plains Regional Secondary  
 George Fitton School

### **Project**

Two Classroom Addition  
 Roof Replacement Areas D and G  
 K3 Two Classroom Renovation of Existing Gymnasium  
 Roof Replacement of Area G1  
 Three Classroom & Elevator Access Addition  
 Elevator  
 Roof Replacement of Area A1  
 Science Lab Renovation  
 New Gym and Daycare Addition

be now read for the second time, having been first read on March 23, 2015.

Carried.

3rd Reading

That the rules be suspended and By-law 3/2015 be now read for a third and final time, and taken as read, finally passed.

Carried.

## **THE BRANDON SCHOOL DIVISION**

### **BYLAW NO. 3/2015**

Bylaw of the Board of Trustees of The Brandon School Division for the purpose of borrowing the sum of \$1,349,500.00 and issuing debentures therefor.

WHEREAS it is deemed necessary and expedient to raise by loan the sum of \$1,349,500.00 upon the credit of the Division by the issue and sale of debentures to meet partial costs for construction of the following:

**School****Project**

Waverly Park School	Two Classroom Addition
Vincent Massey High School	Roof Replacement Areas D and G
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium
Neelin High School	Roof Replacement of Area G1
Meadows School	Three Classroom & Elevator Access Addition
Meadows School	Elevator
Harrison School	Roof Replacement of Area A1
Crocus Plains Regional Secondary	Science Lab Renovation
George Fitton School	New Gym and Daycare Addition

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 \$1,349,500.00 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 30<sup>th</sup> day of April, 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 \$90,707.60 each, including principal and interest at the rate of 3.000 per cent per annum, payable annually on the 30<sup>th</sup> day of April as per Schedule "A" attached.
- 3) That the first installment shall be payable on the 30<sup>th</sup> day of April, 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. 3/2015 of The Brandon School Division  
given first reading on the \_\_\_\_\_ day of  
\_\_\_\_\_ A.D. 2015.

Mr. Kruck – Mr. Buri

\_\_\_\_\_  
Secretary-Treasurer

## 3rd Reading

That By-law 2/2015, being a by-law of the Board of Trustees of the Brandon School Division for the purpose of amending By-law 4/2014 to make changes under "Section 56(2) (b)" to amend the statement regarding approval of indemnities, be now read for the third time, having been read for a second time on March 23, 2015.

Carried.

## THE BRANDON SCHOOL DIVISION

BYLAW NO. 2/2015

BEING A BYLAW of The Brandon School Division to authorize payment of indemnities and mileage to Trustees and Bylaw No. 4/2010, October 25, 2010 (as amended by By-law 1/2012, June 11, 2012) shall be repealed.

WHEREAS The Brandon School Division is a school division as defined in The Public Schools Act;

AND WHEREAS The Public Schools Act, Chapter P250 of the Revised Statutes of Manitoba as amended, provides as follows:

"Section 56(1)

A school board may, by bylaw, provide for the payment of an annual indemnity to the chairman and to each trustee payable in such amount and at such times and under such conditions as provided in the bylaw.

Section 56(2)

In addition to the indemnity referred to in subsection (1), each member of the school board may be paid and may accept

- (a) such amount per mile as set by bylaw of the school board for each mile actually and necessarily travelled from his place of residence in the school division or school district to the place of meeting and return to his place of residence, allowable only once for each school board meeting;
- (b) such amount per hour as set by bylaw of the school board for each hour actually and necessarily spent by him under authority given by resolution of the school board in the performance of such duties, work or services as he is required or authorized under the resolution to perform, and;
- (c) such an amount per mile, as set out by bylaw of the school board, for each mile actually and necessarily travelled by him in the performance of the duties, work or services to which clause (b) applies;

but the remuneration or mileage mentioned in clauses (b) and (c) is not payable until an account showing the work or service performed, verified by statutory declaration, has been filed with the secretary-treasurer and payment thereof authorized by resolution of the school board.

Section 56(3)

A school board may reimburse its trustees, trustees-elect or employees for expenses necessarily incurred while attending conventions or carrying out duties assigned or approved by the school board and at such rates and under such conditions as the school board may determine."

AND WHEREAS, pursuant to the provisions of The Public Schools Act and the amendments thereto, it is deemed expedient and advisable to provide for the payment of indemnities and mileage to the Chairperson of the Board and to each Trustee;

NOW, THEREFORE, the Trustees of The Brandon School Division, at a meeting duly called and held for the purpose, do hereby enact as follows:

1. That, the Chairperson and each member of the Board of Trustees be paid by equal monthly installments an annual indemnity of:

For a Trustee as Chairperson and Trustee - effective July 1, 2013	\$17,646.00
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For a Trustee as Vice-Chairperson and Trustee - effective July 1, 2013	\$15,456.00
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For each other Trustee - effective July 1, 2013	\$14,251.00
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That the total annual indemnities for Chairperson, Vice-Chairperson and Trustees shall be adjusted each year effective July 1<sup>st</sup> by a percentage amount equal to the average percentage increase in wages and salaries for Brandon Teacher's Association and CUPE Local 737 for the immediately preceding twelve (12) months;

2. That absence from any regular meeting of the Board over six (6) in any one calendar year shall result in a loss of indemnity of One Hundred and Thirty Dollars (\$130.00) for each meeting beyond the said six (6) meetings, and further provided that, where any absence from a regular meeting of the Board, as indicated by motion authorizing the member to attend a conference or the like or to be absent, such absence shall constitute an authorized absence from meetings and does not apply against the six (6) meeting's absence as referred herein;

And That absence from a regular meeting of the Board by any Trustee by reason of said Trustee attending on the same day a meeting of the Executive of, or a Committee of or acting as a representative of The Manitoba School Boards Association (MSBA) as a member of same shall be deemed an "authorized absence" for the purpose of Section 37 of The Public Schools Act and Section 2 hereof;

And Further That it shall be the responsibility of the Trustee to furnish to the Secretary-Treasurer in a timely fashion proper verification of attendance at said MSBA meetings;

3. That it is hereby deemed that one-third (1/3) of the total indemnity, as provided for in the above-described sections, shall be deemed to be for expenses of and incidental to the discharge of the normal respective duties of the Chairperson, Vice-Chairperson, members of the Board of Trustees, and Chairperson of all designated Committees; such allotment shall not include out-of-the-ordinary expenses, which shall be approved by resolution of the Board in accordance with Section 56(3);
4. That the Chairperson and each member of the said Board shall be paid 40 cents per kilometer effective October 1, 2011 or such other amount as periodically approved by motion of the Board for each kilometer actually and necessarily travelled from his/her place of residence, when his/her place of residence is outside the boundaries of the City of Brandon, to the place of meetings and return for School Board and Committee meetings and other Board business authorized by resolution of the Board;
5. That, effective the 1st day of November, 2010, all Trustees shall be paid an additional indemnity, as provided by and in accordance with Section 56(2)(b), of thirteen (\$13.00) dollars per hour to a maximum of eight (8) hours per day each day plus travel and living expenses approved by the Board and necessarily incurred while acting on Board business and when authorized by resolution of the Board in accordance with Section 56(2) & (3) of The Public Schools Act;

6. That, effective November 1, 2010, a Trustee shall be entitled to receive an indemnity in addition to that set out in Article 1 herein at the rate of thirteen dollars (\$13.00) per hour to a maximum of eight (8) hours per day:
- for each hour actually attended at a Special Board Meeting or a meeting of a Board Committee on which the Trustee is a member, provided such a meeting is of a minimum of three (3) hours duration; or
  - for each hour actually attended at meetings as a member of the Committee of the Board charged with the responsibility of negotiating the terms and conditions of the collective agreements between the Division and the bargaining agents representing the employees of the Division with said meetings, for this purpose, being those attended at the Bargaining Table, Conciliation Meetings and Arbitration Hearings with the applicable bargaining agent.
7. That Bylaw No. 1/2010, passed October 25, 2010 as amended by Bylaw 1/2012, June 11, 2012 and the same is hereby repealed effective the date of passing this Bylaw.

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. 2014

SECOND READING: \_\_\_\_\_ A.D. 2014

THIRD READING: \_\_\_\_\_ A.D. 2014

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary-Treasurer

Certified a true copy of Bylaw No. 4/2014 of the Board of Trustees of The Brandon School Division.

\_\_\_\_\_  
Secretary-Treasurer

## **2.09 Giving of Notice**

## **2.10 Trustee Inquiries**

a) Trustee Kruck requested an update on additional security measures and when a report will be provided. Mr. Denis Labossiere, Secretary-Treasurer, provided a verbal update and noted the following:

- Technology tracking has improved with monthly inventories and sign-offs sent to the Division Office on a monthly basis;
- Nothing has been reported missing since the measures have been in place;
- Each Principal has identified a location in the school for storing computer carts that can be locked. These rooms have been rekeyed and only Principals and those responsible for the equipment in the schools have keys to these rooms;
- Card key access to schools is being expedited;

- No stolen inventory has been recovered and all the equipment has been replaced in the schools.

### **3.00 ADMINISTRATIVE INFORMATION:**

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

Dr. Michaels reviewed the Report of Senior Administration from March 23, 2015 and highlighted the following items:

- School Visits
- Staffing
- Academic Preparedness – Linden Lanes
- Global Citizenship – St. Augustine
- Health and Wellbeing – Earl Oxford
- Administrative and Statistical information
- Correspondence:
  - Angela McGuire Holder, Brandon Community Drug and Alcohol Coalition Coordinator/Youth Revolution Coordinator
  - Peter Bjornson, Minister, Education and Advance Learning
  -

Dr. Michaels reviewed the Report of Senior Administration from April 13, 2015 and highlighted the following items:

- Academic Preparedness – Meadows School
- Global Citizenship – Spring Valley Colony School
- Health and Wellbeing – George Fitton School
- Principal/Leadership Prep Program
- Suspensions
- Community Connections
- Brandon University/Brandon School Division Meeting - March 26, 2015

Trustee Murray asked questions for clarification regarding the weapons suspensions.

Mr. Sumner – Mr. Kruck

That the March 23, 2015, and the April 13, 2015 Reports of Senior Administration be received and filed.

Carried.

#### **3.02 Communications for Information**

#### **3.03 Announcements**

- a) Brandon School Division/City of Brandon Joint Meeting – 6:00 p.m., Tuesday, April 14, 2015, Riverbank Discovery Centre.
- b) Finance Committee - 10:30 a.m., Thursday, April 16, 2015, Boardroom.
- c) Policy Review Committee Meeting – 9:00 a.m., Tuesday, April 21, 2015, Boardroom.
- d) Facilities and Transportation Committee Meeting – 10:00 a.m., Monday, April 27, 2015, Boardroom.
- e) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, April 27, 2015, Boardroom.

Mr. Murray – Mrs. Bowslaugh

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 presented.
  - b) Dr. Michaels, Superintendent, spoke on two personnel matters.
- Trustee Inquiries

**4.03 Property Matters/Tenders**

- Reports
- Trustee Inquiries

**4.04 Board Operations**

- Reports
  - a) Trustee Sefton updated the Board on one Board Operations matter.
- Trustee Inquiries

Mr. Sumner – Mr. Buri

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

Carried.

52/2015 Mr. Buri – Mr. Kruck

That a School Administrator Selection Committee, as per Policy/Procedures 5002, be established and further Trustees Bambridge, Bowslaugh and Ross be appointed to the Committee and that the Committee remain in effect until all administrator vacancies which may arise for the 2015-2016 school year have been filled.

Carried.

53/2015 Mr. Buri – Mr. Kruck

That the Trustees participating on the School Administrator Selection Committee be paid the appropriate indemnity for all meetings of this Committee to be scheduled for the months of April to June, 2016.

Carried.

**5.00 ADJOURNMENT**

Mr. Murray – Dr. Ross

That the meeting does now adjourn (9:51 p.m.)

Carried.

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Chairperson

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Secretary-Treasurer





# BRANDON SCHOOL DIVISION

MINUTES OF THE SPECIAL 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 11:30 A.M., MONDAY, APRIL 20, 2015.

## **PRESENT:**

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

Recording Secretary: Secretary-Treasurer, Mr. D. Labossiere.

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

## **REGRETS:**

Mr. P. Bartlette, Mr. J. Murray.

## **CALL:**

The Chairperson called the meeting to order at 11:38 a.m. and referred to the Call.

The meeting had been called for the purpose of considering the following:

a) Personnel Matter.

Dr. Ross – Mrs. Bowslaugh

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

Carried.

## **IN COMMITTEE OF THE WHOLE IN CAMERA**

Trustee Buri, Chairperson of the School Administrator Selection Committee, presented and reviewed the confidential document.

Trustees asked questions for clarification.

Ms. Bambridge – Mr. Buri

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

Carried.

## **IN BOARD**

54/2015 Mr. Buri – Mr. Kruck

That Confidential #1 and the recommendations therein be approved.

Carried.

Mr. Buri – Mr. Kruck  
That the meeting do now adjourn (11.56 a.m.).

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Chairperson

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Secretary-Treasurer



# BRANDON SCHOOL DIVISION

## Facilities/Transportation Committee Minutes

Monday, April 13, 2015 – 6:15 p.m.  
Boardroom, Administration Office

Present: J. Murray (Chairperson), S. Bambridge, G. Buri, M. Sefton  
(Alternate).  
D. Labossiere, G. Malazdrewicz, D. Michaels, M. Clark.

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### 1. CALL TO ORDER.

The Facilities & Transportation Committee Meeting was called to order at 6:15 p.m. by Committee Chair Jim Murray.

### 2. APPROVAL OF AGENDA

The agenda was approved as circulated.

### 3. COMMITTEE GOVERNANCE GOAL ITEMS

#### A) Five Year Capital Plan – 2016-2017 to 2021-2022

Mr. Mel Clark, Director of Facilities and Transportation, reviewed the Five Year Capital Plan 2016-2017 to 2021-2022 and the letter that will accompany the Plan submission to PSFB (Public Schools Finance Board). Discussions were held regarding the summary of requests and the Committee asked questions for clarification. Mr. Clark and Mr. Labossiere, Secretary-Treasurer, confirmed that the Division's top priority in 2016-2017 is a new school in Southeast Brandon, along with a request for a second new school in Southwest Brandon in 2021-2022. The Committee agreed to bring forth the recommendation to approve the Five Year Capital Plan 2016-2017 to 2021-2022 as a late motion to the Regular Board Meeting to be held on April 13, 2015.

The 2014-2015 School Facilities Report was distributed to the Committee and due to time constraints the report will be reviewed at the next Facilities and Transportation Committee Meeting.

### 4. OTHER COMMITTEE GOVERNANCE MATTERS

### 5. OPERATIONS INFORMATION

### 6. NEXT REGULAR MEETING: Monday, April 27, 2015, 10:00 a.m., Boardroom

The meeting adjourned at 6:42 p.m.

Respectfully submitted,

\_\_\_\_\_  
J. Murray, Chair

\_\_\_\_\_  
S. Bambridge

\_\_\_\_\_  
G. Buri

\_\_\_\_\_  
M. Sefton (Alternate)



## BRANDON SCHOOL DIVISION

# Finance Committee Minutes

Thursday, April 23, 2015, 10:00 a.m.

Boardroom, Administration Office

Present: M. Sefton, L. Ross, K. Sumner, D. Labossiere, E. Jamora.

Regrets: P. Bartlette.

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### 1. CALL TO ORDER:

The Finance Committee Meeting was called to order at 10:08 a.m. by Committee Chair Kevan Sumner.

### 2. APPROVAL OF AGENDA

The Finance Committee Agenda was approved as circulated.

### 3. REVIEW OF COMMITTEE MINUTES

The minutes of the Committee meeting held on March 26, 2015 were received as information.

### 4. COMMITTEE GOVERNANCE GOAL ITEMS

#### A) Contract Extension Janitorial Service – Crocus Plains

Mr. Denis Labossiere, Secretary-Treasurer, spoke to this item. Mr. Labossiere noted that the contract between Brandon School Division and JCI Johnson's Commercial and Industrial Services at Crocus Plains Regional Secondary School will expire in June 2015. The contract was for a term of three (3) years from July 1, 2012 to June 30, 2015, with the option to extend for an additional two (2) years by mutual agreement. The contract extension is to be agreed upon by both parties by April 30, 2015. The proposed contract extension amount is within budget. Mr. Labossiere recommends a 2 year extension as the janitorial contract for Vincent Massey High School contract expires in June 2016 and it is best not to have both janitorial contracts expiring the same year.

#### Recommendation:

That the Janitorial Services Contract between the Brandon School Division and JCI Johnson's Commercial and Industrial Services at Crocus Plains Regional Secondary School be extended for the 2015-2016 and 2016-2017 School Years in the following amounts (all taxes included):

2015-2016	2016-2017	Total
\$280,285	\$288,694	\$568,979

#### B) Tuition Fees – 2015-2016 School year

The Secretary-Treasurer indicated that tuition fees are established by the Board on an annual basis for non-resident and foreign students who attend schools in Brandon School Division.

The transfer fee for non-resident students attending school in another Division under the School of Choice policy is set by Manitoba Education. The residual fee is in accordance with a fee structure mutually agreed to by Metro School divisions.

The proposed increase for non-resident (First Nations sponsored students) and foreign (out-of-province) students reflect per-pupil costs based on the 2015-2016 budget. The Division does not receive funding from Manitoba Education for non-resident students and out-of-province students.

Trustees asked questions for clarification. Trustee Sumner asked about grades K-8 students and whether we have many foreign or non-resident applications. Mr. Labossiere responded that there are 6 students this year at the high school level, and none in grades K-8. Some applications have already been received for the 2015-2016 school year.

Trustee Sumner asked if there are many out of division requests for school of choice in Brandon School Division. Dr. D. Michaels, Superintendent, responded that there are 8-10 out of division school of choice students throughout the Brandon School Division.

**Recommendation:**

That the following tuition fees be approved for the 2015-2016 year:

Transfer Fee	\$ 1,300
Residual Fee	\$ 5,226
Non-Resident (First Nations)	\$11,300
Foreign Student Fees	\$11,300

**5. OTHER COMMITTEE GOVERNANCE GOAL ITEMS**

**A) Confirm Payments of Account (March)**

The Secretary-Treasurer reviewed the monthly reports for March with Trustees asking questions for clarification.

The Secretary-Treasurer also noted that since the Finance Department switched to electronic funds transfer (EFT) in September 2014 for employees and some vendors, the previous report was not picking up the EFT payments. Therefore a report from July 2014 – February 2015 has been provided, and the report has been rectified going forward.

The reports were accepted.

**6. OPERATIONS INFORMATION**

**7. NEXT REGULAR MEETING: Thursday, May 21, 2015, 10:30 a.m., Boardroom.**

The meeting adjourned at 10:28 a.m.

Respectfully submitted,

\_\_\_\_\_  
K. Sumner (Chairperson)

\_\_\_\_\_  
L. Ross

\_\_\_\_\_  
M. Sefton

\_\_\_\_\_  
P. Bartlette (Alternate)



LEADERSHIP, ADVOCACY AND SERVICE FOR MANITOBA'S PUBLIC SCHOOL BOARDS

RECEIVED

APR 10 2015

Office of the Superintendent/CEO  
Brandon School Division

MS

April 9, 2015

## MEMO

**TO:** All Trustees

**CC:** Superintendents, Secretary-Treasurers  
MSBA Executive

**FROM:** Ken Cameron  
President

**RE:** Advocacy discussion document

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As indicated in the President's remarks to convention last month, the attached discussion document outlines some of the challenges in association processes to inform and support the MSBA's advocacy work as well as some suggestions about potential strategies to address these. At its upcoming planning retreat later this month, the Executive will develop a plan for consultation with member boards concerning ways to strengthen member voice and participation to enhance MSBA's advocacy efforts on their behalf.

The Executive invites member board feedback on the discussion paper at any time and looks forward to opportunities for conversations with boards in the coming months around these matters.

Any immediate concerns or questions which boards may have can be directed to me, Ken Cameron [kcameron@rrsd.mb.ca](mailto:kcameron@rrsd.mb.ca) or to Executive Director Carolyn Duhamel [cduhamel@mbschoolboards.ca](mailto:cduhamel@mbschoolboards.ca) at the MSBA office.

KC/ak

Attachment

## ***Manitoba School Boards Association***

### ***Strengthening member voice and association advocacy work: A discussion document***

At 2015 Regional Meetings this past January and again in his report to the membership at MSBA's recent annual general meeting, president Floyd Martens spoke about the need to strengthen member board participation and voice in order to enhance the association's advocacy work in support of public education and its member school boards. This intent of this discussion paper is to introduce some ideas in this regard about possible future courses of action for the association and to invite initial feedback from member school boards about these options and any others which they might wish to propose.

This is the first step of an extended and deeper dialogue with the MSBA's membership about how best to fulfill the MSBA's legal mandate as an advocate for education and its mission to represent and to serve the interests of its ownership, the elected public school boards of this province.

#### ***MSBA's advocacy challenge***

***The Manitoba School Boards Association Act*** accords the association all the powers, rights and privileges conferred upon or vested in a corporation under *The Corporations Act* and *The Interpretation Act* and among the objectives identified for the association lists the following:

- (a) to promote and advance the cause of education in the province;***
- (b) to arouse and increase public interest in educational affairs;***
- (c) to engage in research and study of matters of educational policy; and***
- (d) to promote efficiency and improvement in the fulfillment of the duties of trustees and the exercise of the powers of trustees under the laws of Manitoba.***

In like manner, elected school boards in Manitoba fulfill a similar role albeit at a local level. As education leaders and decision makers within their respective jurisdictions, effective school boards engage with other levels of government, with divisional staff, students, parents, community members and other stakeholder agencies and organizations to create awareness and build support for public education and to influence public opinion and education policy for the benefit of the students and the communities which they serve.

The Manitoba School Boards Association appreciates the diversity among its 38 members and believes that local voice and local control are essential components of a quality public education system in our province. At the same time, where there is congruency of perspective and coordinated action of the provincial association and its member school boards on matters of common interest or concern, the more likely it is that our collective voice and influence will be reflected in provincial priorities and policies regarding education issues of the day.



Achieving this congruency and concerted action around the advocacy work of the MSBA and its members boards has often proven challenging for a number of reasons. Not all school boards share the same perspective on any given issue nor accord the same importance to it and boards hold divergent expectations as to what their provincial association should do or what position it should take on a particular matter. Historically, the resolutions process at MSBA's annual general meeting has been the vehicle for determining policy directions and the advocacy priorities of the association. However, resolutions coming to the AGM were and often are focused on very specific issues. This provides some degree of clarity of the views of individual trustees on these specific matters but does not reflect board perspectives per se and provides little direction on broader issues, or on issues not directly addressed through the resolutions process. Moreover, this single opportunity once annually to debate issues and determine organizational positioning on them leaves a void with regard to organizational stance and advocacy on matters arising outside of the resolutions process. Attempts to solicit board input on emerging education issues before the provincial association have typically produced uneven results and an incomplete picture of board perspectives across the province. Where consensus at the provincial level is at odds with an individual board position on the same matter, that board's advocacy efforts will sometimes work in opposition to those of the provincial association. Finally, the MSBA's mandate to advocate on behalf of its member boards is sometimes deemed by individual boards to absolve them of the responsibility to conduct supporting advocacy efforts at the local level.

In recent years, attempts have been made to enhance the Association's advocacy work through a strengthening of policy positions and a streamlining of the resolutions process at the annual general meeting. While these efforts have been modestly successful to this point, the results of the MSBA's 2014 member satisfaction survey suggest that there is still need for improvement in this aspect of the association's services on behalf of member school boards. The president's remarks at January regional meetings and at the 2015 annual general meeting outlined a number of processes and structures used in other western Canadian school boards associations to create greater awareness and understanding among their members about important education matters of the day, to strengthen the collective voice of school boards in those provinces and to ensure greater weight and effectiveness in the advocacy efforts of the associations on behalf of all students and all public school boards in their respective provinces.

### ***Advocacy with impact***

The options outlined in this paper do not constitute an exhaustive list of what might be done to strengthen MSBA and school boards' advocacy work in Manitoba. They are, however, a starting point for conversation about the work that lies ahead and the MSBA provincial Executive is interested in hearing board views about these various possibilities. At the same time, the Executive is inviting boards to share any other ideas they may have about how the organization can engage with its member school boards in order to inform and shape its advocacy work on their behalf.



### ***Strengthening of the Regional Director's Role***

Regional Directors are the established communications linkages between member school boards and the provincial association. In ideal circumstances, there would be frequent and regular communication and information sharing between and among the directors and the boards within a given region so that where appropriate, issues and concerns of boards within that region could be routed to the provincial Executive table for consideration and action. Likewise, Executive priorities, information needs and requests for board action could be communicated to boards in a consistent and timely fashion to facilitate coherent and concerted advocacy initiatives of importance for school boards and for schools as a whole.

Regrettably, ideal is often not what occurs. Regional Directors attempt with varying degrees of success to connect with boards and solicit responses from them about the issues and concerns in their school divisions. However, communication is not always two-way. Not every board responds every time and for a variety of reasons, the perspective of the board chair, who is the primary the contact person for directors, is not necessarily that of the board.

Codifying more tightly the role of regional directors and communication protocols between directors and boards within a region is a strategy that could be considered. However, the MSBA's previous bylaw provision in this regard for regional communications networks proved largely ineffective. Understanding why this was so and what boards might see as more useful is key to creating any new provisions to define and shape the role of regional directors as communications linkages the MSBA's membership and the provincial Executive.

### ***Regional Councils***

Under the MSBA's current governing policies and practices, association sponsored regional meetings open to all trustees within the region are held once annually in January of each year and only in exceptional circumstances has this pattern been altered to address a specific emergent issue or need. In our Alberta and British Columbia counterpart organizations, regional structures are much more formalized and robust with multiple meetings throughout the year and structured agendas which include policy discussions, professional development components and matters of association business (see Appendix A). In both instances these meetings are open to all trustees of boards within the region and each member board designates one trustee as its zone or branch representative. Meeting agendas and minutes of these branches or zones are shared with and reviewed at provincial Executive tables.

Clearly, a move to more robust regional structures and processes of this nature within the MSBA would require increased oversight and support from the central office and commitment of boards within each region to attend and participate actively in these regional councils. Should only some of the boards attend, the ability for the Region to be able to speak with a united voice would be compromised and the effectiveness of this model would be less than ideal.

### ***Member Councils***

Where there is not a desire for or a commitment to more structured regional councils and processes, a provincial members' council as exists in the British Columbia and Saskatchewan school board organizations is another alternative for consideration. Within the BCSTA and the SSBA, these councils meet two to three times per year and as such provide a regular two-way communications linkage between member boards and their respective provincial associations.

The provincial members' council structure has some interesting and compelling features. First, it ensures that all boards have regular opportunities throughout the year to offer input and suggestions to the provincial Executive about emerging education issues and association priorities and policies. Second, it facilitates communications and linkages among member boards and helps to foster a better understanding among them of how a particular issue or matter may impact differently in each school division because of local circumstances. Finally, the council structure allows the provincial Executive to seek out member perspectives on matters before the association and to do so in a timely and more comprehensive way than the MSBA's current processes permit. A forum that allows all voices to be heard and perspectives to be shared has the potential to render consensus building and direction setting more achievable and more effective in the longer term.

### ***Convention***

For many years, January regional meetings and the March convention and AGM have been the only two annual events where the MSBA's entire membership gathers together to consider education issues before boards and business matters of the association. Save for a very rare special general meeting to address a specific issue, there are no other such opportunities for the remaining nine months of the year. Two events more evenly spaced throughout the year might ensure more timely discussion of emerging education issues before boards and more immediate and sustained exchange between boards and the provincial Executive about the formulation of association policy positions and advocacy plans in response to issues of the day. Both the Alberta and the Saskatchewan School Boards Associations hold fall and spring meetings with professional development opportunities, business sessions, and regional caucuses built into each.

Moving to a calendar of this sort in Manitoba would require discussion with the MSBA member boards about both the when and the what of each event and whether January regional meetings would still be required in such a scenario.

### ***Voting structures***

MSBA's existing voting provisions for policy and business matters also pose some challenge for its advocacy work. Currently, weighted board ballots are used for election of the association president and for by-law amendments. All other matters are determined on the basis of individual trustee votes. The advantage of MSBA's current process is that each trustee is able to express his/her perspective on a particular issue. The disadvantage is that the collective voice of individual trustees may not reflect the collective voice of school boards. Thus, it is not always clear or certain whether advocacy work



predicated on the outcomes of resolutions debates at MSBA's annual general meeting reflects board positions or individual trustee positions on whatever the matter may be.

This situation begs the question of whether or not board ballots should be used more extensively within our organization as is the case in both Saskatchewan and in Alberta. In the latter instance, a resolution must have the support of a majority of member boards representing a majority of students across the province in order to be adopted. Depending upon the question at hand, the threshold for adoption is generally 50% of boards representing 50% of students but could be set at an even higher level depending upon the nature of the issue.

Were the MSBA to adopt a similar voting structure with its 38 member school divisions, this would mean that 20 school boards would have to be in favor of a resolution and together the 20 would need to represent at least 50% of the students in Manitoba's public school system. Given the makeup of our province, this would necessitate the combined support of rural/northern and urban school boards to adopt any resolution presented at an annual or semi-annual general meeting of the association. While northern/rural boards constitute the majority of MSBA's membership, they would require the support of larger urban boards to meet the majority of students criterion. Likewise, while larger urban divisions would have the requisite majority of students, they do not reflect the majority criterion for number of boards and thus would require support among northern and rural divisions.

This option offers the potential to do two things. One, it would ensure that coming up with support for a direction would require some broad appeal and reflect a widely shared concern as opposed to a singular board or a regional issue. Second, advocacy based upon support of the majority of boards representing a majority of students in the province would add weight to the voice of the association and ultimately the collective influence of school boards on education matters in Manitoba.

### ***Provincial Executive representation***

The MSBA's current 11 member Executive structure based on student population numbers within regions was established in 2002 and was reaffirmed by the membership through a 2013 survey around governance restructuring. Terms are one year in length and all positions are up for election each year. MSBA by-laws stipulate a maximum number of consecutive terms that members can serve in a particular position: two one-year terms for the position of president and three one-year terms for all other positions.

These term limits have implications for the advocacy work of the association. The learning curve in assuming new governing responsibilities at the provincial table can sometimes be quite steep and given that the Executive generally meets only eight times per year, constant change is not always the best in terms of developing profile and strength in advocacy. Second, the application of term limits sometimes obliges dedicated and effective Executive members to step aside in spite of strong support of their leadership from boards and trustees in their regions or across the province. On the other hand, term limits can sometimes also breed complacency with regard to the elections process with other trustees taking an interest in service at the provincial level only when someone else is obliged to step down. Finally, the notion of term limits for election of provincial Executive members is at odds with the open elections process for trustees at the local school board level.

In considering the matter of term limits for Executive positions, the focus must be on what best serves the interests of the MSBA's member boards. Are term limits appropriate and if yes, are those currently in place the correct ones? How does the membership want to be represented on the Executive?

### ***Conclusion***

The ideas presented in this discussion paper have been raised with the membership through earlier meetings this year and will require considerably more exploration and discussion to determine the merits of any or all of the options outlined for strengthening member participation and voice and the association's advocacy work on behalf of the membership. Boards may also have additional ideas to contribute to this conversation as we go forward. At its planning retreat in early May the Executive will give thought to a process of dialogue with member boards to invite feedback on these and other potential courses of action about how advocacy efforts can be enhanced in our association. The Executive welcomes member board comments and suggestions in this regard at any time.

# Western School Boards Associations' Regional Structures

	BSCTA	ASBA (currently under review)	SSBA
Number of units	<ul style="list-style-type: none"> <li>• 8 branches – geographically based</li> </ul>	<ul style="list-style-type: none"> <li>• 5 zones based on geographic membership</li> </ul>	<ul style="list-style-type: none"> <li>• branch structure replaced by Members' Council</li> </ul>
Purposes/Role	<ul style="list-style-type: none"> <li>• information sharing</li> <li>• professional development</li> <li>• communication linkage between member boards and the Association</li> <li>• issues identification and problem solving</li> </ul>	<ul style="list-style-type: none"> <li>• discussion focus on education issues of the day</li> <li>• discuss/develop policy issues for submission to fall general meeting</li> <li>• trustee professional development</li> <li>• communications link between Member boards &amp; the Association</li> <li>• respond to action requests of ASBA BOD</li> </ul>	
Operations	<ul style="list-style-type: none"> <li>• branch required to develop constitution to govern its operations/activities subject to Provincial Council approval</li> <li>• formal Executive structure &amp; administrator appointments</li> <li>• expenditures cost-shared by member boards</li> </ul>	<ul style="list-style-type: none"> <li>• governed by ASBA and individual zone by-laws</li> </ul>	
Membership	<ul style="list-style-type: none"> <li>• each member board designates one branch board representative</li> </ul>	<ul style="list-style-type: none"> <li>• each member board designates one trustee as zone representative</li> </ul>	
Meetings	<ul style="list-style-type: none"> <li>• generally open to all trustees of member boards</li> <li>• individual votes and board ballots dependent upon questions at hand</li> </ul>	<ul style="list-style-type: none"> <li>• zone meetings open to all trustees of member boards</li> <li>• an ASBA Director in attendance at every zone meeting</li> </ul>	<ul style="list-style-type: none"> <li>* constituency meetings held in the context of annual general meeting</li> <li>* BOD elected on a constituency basis <ul style="list-style-type: none"> <li>– aboriginal</li> <li>– catholic</li> <li>– central</li> <li>– northern</li> <li>– southern</li> <li>– urban public</li> <li>– conseil scolaire fransaskois</li> </ul> </li> </ul>

# Western School Boards Associations' Internal Provincial Structures

	BSCTA Provincial Council	SSBA Members' Council
Composition	<ul style="list-style-type: none"> <li>• BOD plus 1 representative from each member board</li> </ul>	<ul style="list-style-type: none"> <li>• Chair or designate plus 1 other trustee from member boards</li> <li>• Director of Education or designate for each member board</li> <li>• Chair of each Section or Executive Director of each Section (Catholic &amp; Urban Public)</li> </ul>
Meetings	<ul style="list-style-type: none"> <li>• 3 times annually; one of these in conjunction with annual general meeting</li> <li>• Special meeting at call of 2/3 of members or BOD</li> <li>• quorum is 2/3 of member Board representatives</li> </ul>	<ul style="list-style-type: none"> <li>• at least 2 times annually as determined by provincial Executive</li> <li>• provision for additional meetings or cancellation as determined by provincial Executive</li> <li>• no established quorum</li> </ul>
Role of Council	<ul style="list-style-type: none"> <li>• decision-making body*</li> <li>• establish interim policies of the association between general meetings</li> <li>• authorize BOD re: acquisition or lease of real and personal property</li> <li>• annual budget approval, fee requirement and criteria for fee assessment of member boards</li> <li>• direct investments and establish limits on borrowing authority of BOD</li> <li>• authorize financial and other support to external organizations</li> <li>• approval of motions addressing emergent issues</li> </ul> <p>*BOD responsible to the Provincial Council for representing the policies of the Association</p>	<ul style="list-style-type: none"> <li>• no authority to make decisions which bind any member board of education</li> <li>• forum for two-way communication between member boards and provincial Executive</li> <li>• a forum for advocacy with MLAs and others</li> <li>• advisory group to help direct the work of the association</li> <li>• forum for discussion and development of policy</li> </ul>





## Foundational Statements

**Mission Statement:** *"Riverview School is committed to the total development of each child through quality education".*

**Vision Statement:** To be a center of educational excellence, which serves all children in our community with high quality education by providing a safe and caring learning environment, intellectually stimulating teaching practices and strong partnerships with parents.

**Objectives & Principles:** In carrying out its mission Riverview School is guided by the following objectives and principles:

- To foster and maintain a safe school environment, physically and emotionally, for students and staff.
- To aid each student in the development of a positive self-image, consideration and respect for others and their property, and honesty with oneself and others.
- To provide each student with opportunities to develop intellectually in order to facilitate learning.
- To provide each student with opportunities and encouragement to communicate ideas, thoughts and feelings effectively and appropriately.

**Learning Beliefs:** As a staff we believe that all people are capable of learning. The statements that follow are reflective of what we believe about how people learn:

- Learning is enhanced when home, school, and community meet our physical, social and emotional needs.
- Learning should be a meaningful experience in which learners are actively involved.
- Learning occurs at different rates and in a variety of styles.
- Learning is a lifelong process that extends beyond the school.



**Goal Statement:** By 2017, 80% of all students will be meeting grade-level expectations in Reading Comprehension.

Benchmark for Current Starting Point		Benchmark for Expected Results (Outcome)	Measures to Determine Degree of Benchmark Results	Actions Required to Achieve Expected Results	Specific Timelines	Roles and Responsibilities
What results do we have now?		What results do we want?	How will we know?	What do we need to know?	When will we do it?	Who will do what?
<p>Reading Comprehension (RV 3 year average)</p> <p>Gr 3: 55% Gr 5: 67%</p> <p><i>School Based Results:</i> (F &amp; P End of Year Instructional Reading levels) Percent "Meeting"</p> <p><u>12/13</u> <u>13/14</u> Gr 1 82% 76% Gr 2 67% 59% Gr 3 65% 82% Gr 4 56% 61% Gr 5 40% 50% Gr 6 38% 61% Avg. <b>58%</b> <b>65%</b></p> <p>BSD Sustainability Evaluation Tool data results: Gr. 3: 66% Gr. 5: 55%</p>	<p>Total: 61% Meeting</p>	<p>95% of students initially Meeting reading levels will show more than one year's growth per year.</p> <p>80% of the students who were initially 'Not Meeting' reading levels will show <i>more than</i> 1-year's growth</p> <p><i>By 2017, 80% of Riverview students will be meeting grade-level expectations (Using the F &amp; P)</i></p>	<p>Electronic F &amp; P Comprehension Chart used for tracking students reading comprehension and growth.</p> <p>Kindergarten EDI</p> <p>PAST</p>	<p>School-wide Tier 1 differentiated instruction and assessment practices:</p> <ul style="list-style-type: none"> <li>- Lit groups</li> <li>- Small group support</li> <li>- Words their way</li> <li>- Book study-Teaching to Diversity</li> <li>- RTI Model</li> <li>- DI units: HALEP</li> <li>- RTI Model</li> <li>- SYOP training</li> <li>- KIP</li> <li>- One on one teacher mentorship</li> </ul> <p>Tier 2 &amp; 3 interventions/programs:</p> <ul style="list-style-type: none"> <li>- Empower Reading</li> <li>- Literacy Support</li> <li>- Reading Recovery</li> <li>- Small group intervention</li> <li>- One on one intervention</li> </ul>	<p>Benchmark Timelines:</p> <p>June 2015: 70%+ meeting June 2016: 75%+ meeting June 2017: 80%+ meeting</p> <p>Progress monitoring:</p> <p>F &amp; P 3 times/year: November, March and June reporting periods</p> <p>May/June electronic data submission by school &amp; grade of Sustainability Evaluation Tool data</p> <p>June electronic data submission by RV teachers of F&amp;P Results correlated by Principal in June</p>	<p>Electronic data submission by HRT of Sustainability Evaluation Tool data.</p> <p>Electronic data submission by RV teachers of F&amp;P Results correlated by Principal in June</p> <p>Principal to monitor/correlate all data collection</p>
	<p>Total: 62% Meeting</p>	<p>Initial benchmarks to be determined from 2014 Sustainability Evaluation Tool data. (Note that these would be estimations due to only partial participation currently in this assessment.)</p>	<p>Vertically aligned end-of-year summative evaluation tool</p>			
	<p>Total: 61% Meeting</p>					

## **REPORT TO THE BRANDON SCHOOL BOARD ON STUDENT ACHIEVEMENT**

### **VINCENT MASSEY HIGH SCHOOL**

April 27<sup>th</sup>, 2015

Included in this report is a summary of credit completion results from our first semester in the areas of Mathematics and English Language Arts. Also included is a summary of our provincial assessment results from the 2013-14 school year. The Tell Them From Me Survey has produced information regarding School Challenge, Anxiety and Depression, factors which have a strong correlation to student success.

As follow up to students who do not complete a credit we have an opportunity for them to complete the credit through CREDIT RECOVERY. This depends largely on their mark and whether they have outstanding assignments due. Some students also choose to take the course again if their personal life has impacted attendance and ability to complete assignments. Our Vincent Massey Alternative Program (VMAP) allows students to take courses outside of the regular class structure and the ability to work at their own pace. Students who access VMAP are both students who may struggle with the regular timetable but also those who wish to accelerate their course completion.

The results from the TTFM survey have indicated high levels of anxiety and above national levels in the area of depression. Our work in our school plan in the area of Health and Well-being is to identify the causes or source of stress amongst our students to develop coping strategies. We will also be studying how a student's environment can impact brain development for increased awareness for students, parents and staff.

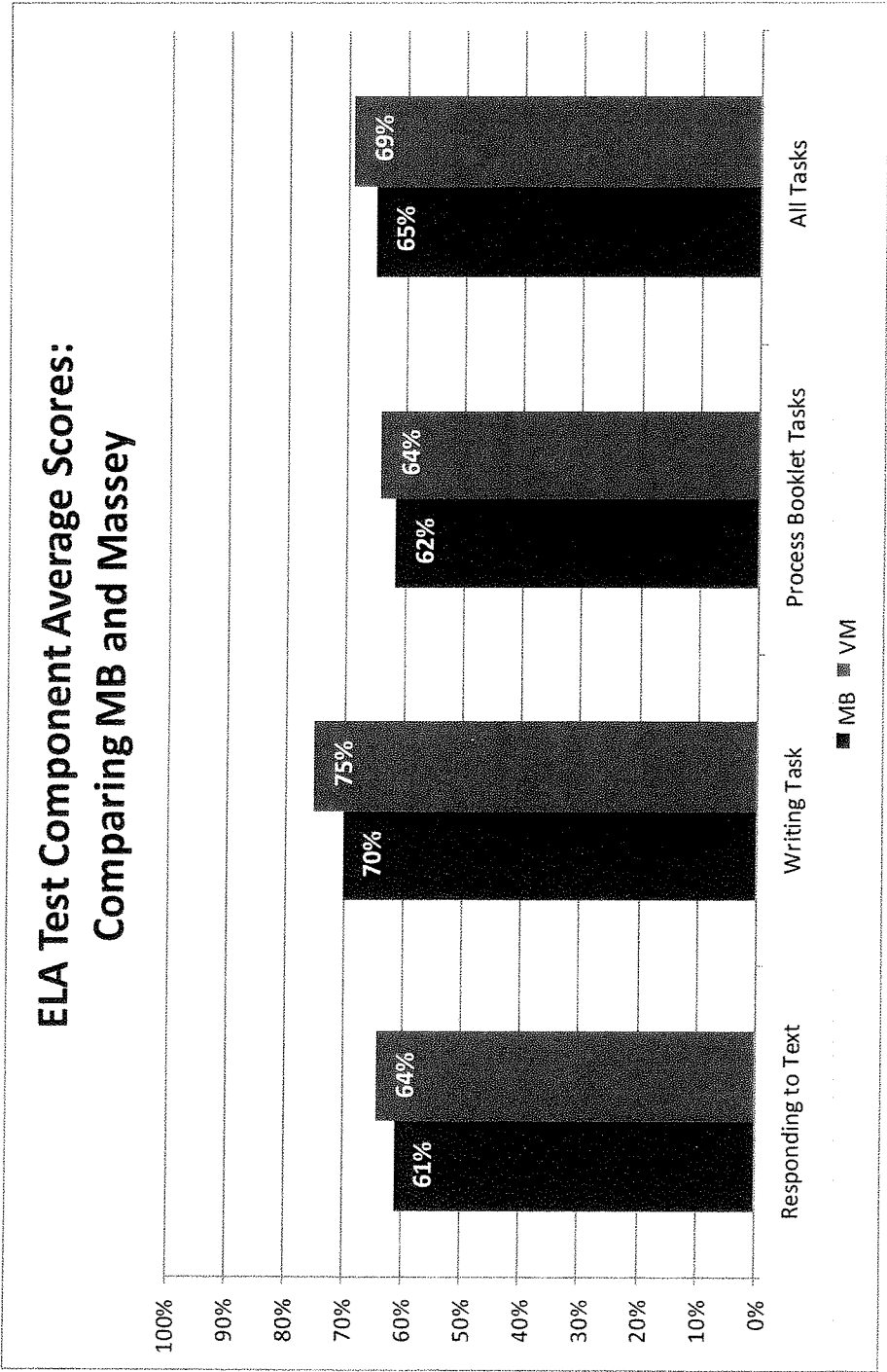
Respectfully submitted,

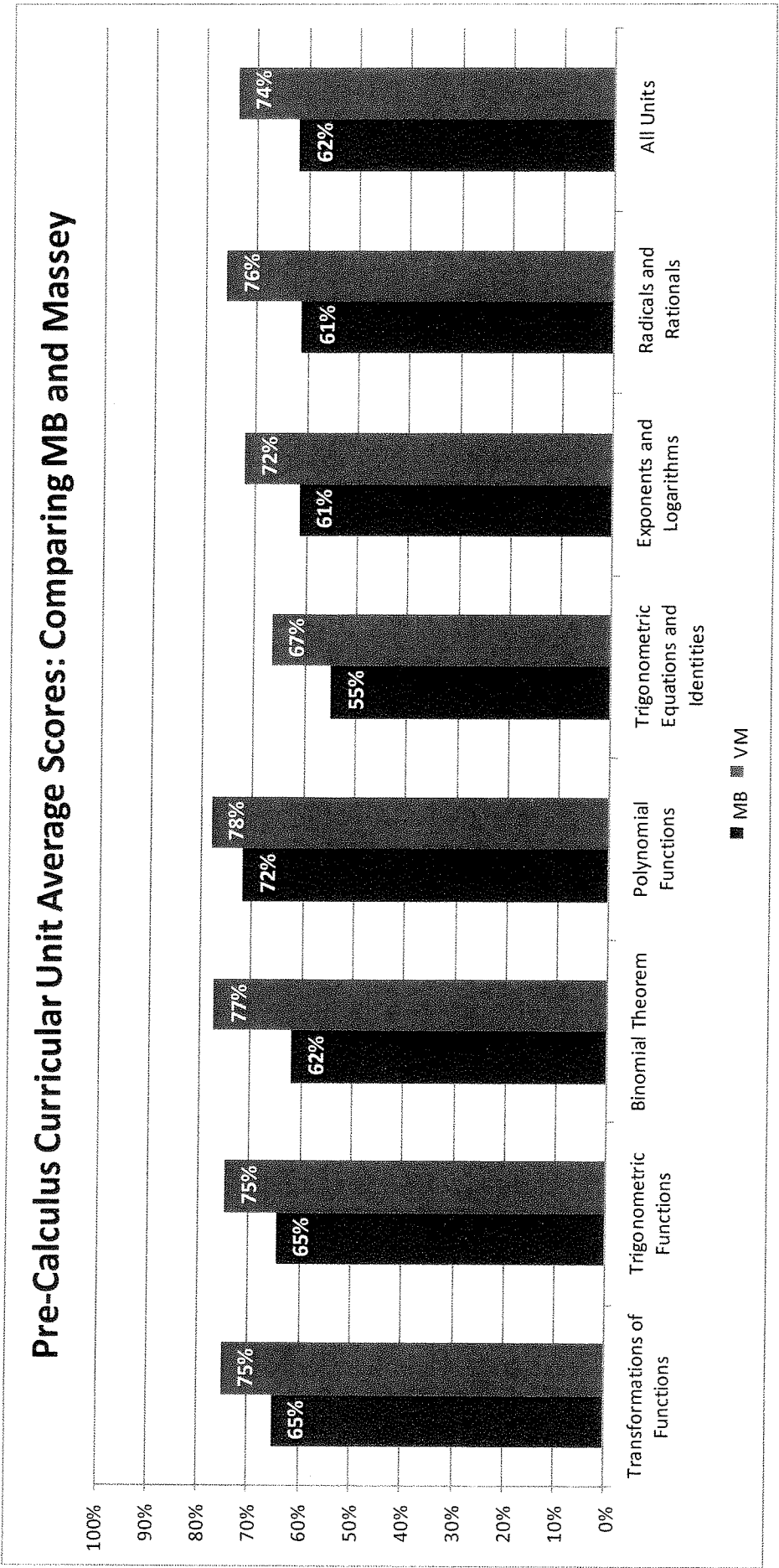
R, Bruce Shamray

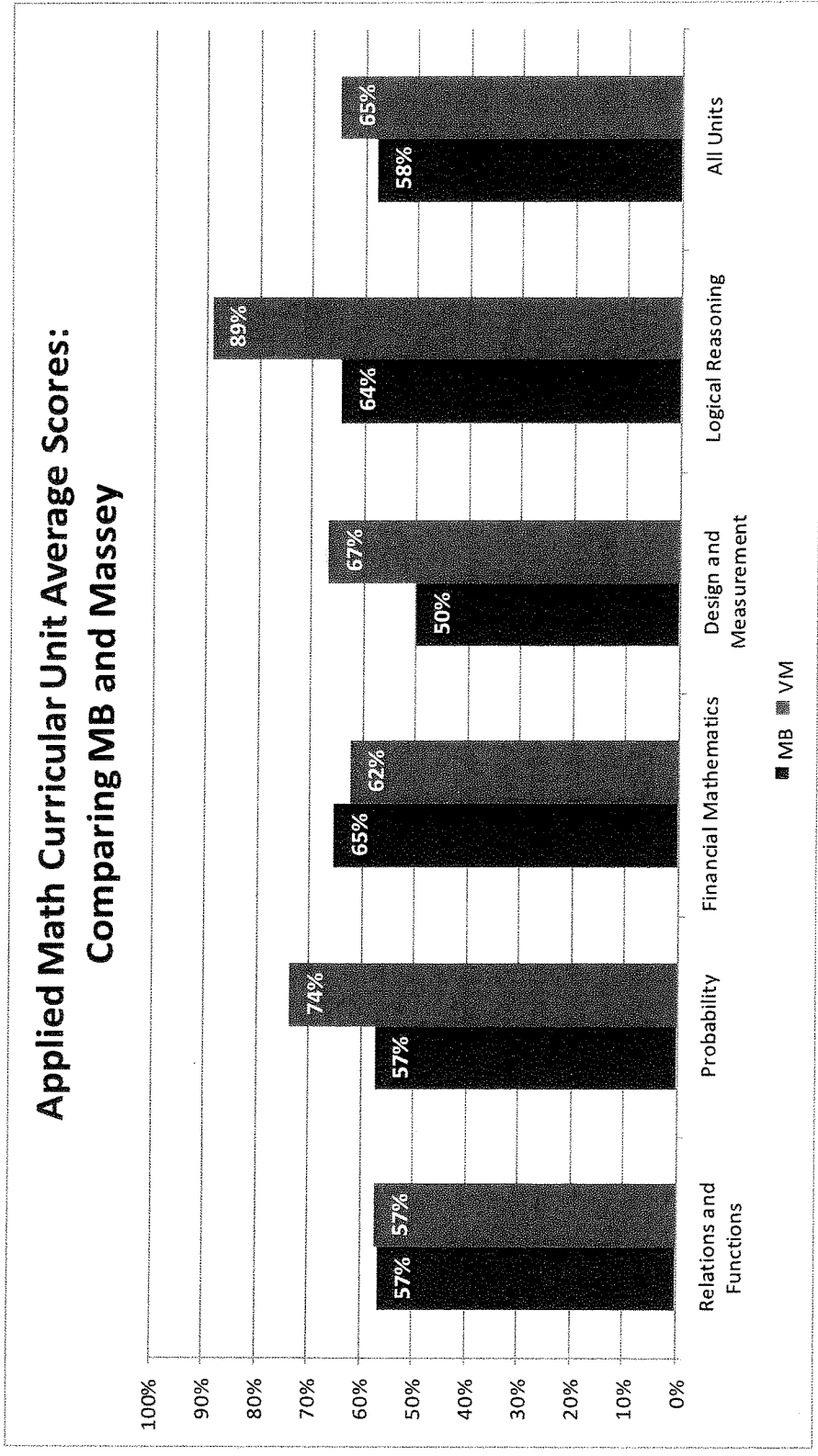
**VINCENT MASSEY HIGH SCHOOL**  
**Math / ELA Credits Earned**  
**2014-2015**

<b>ELA Credits earned 1<sup>st</sup> semester</b>			
		Credits Earned by course	Credits Possible by Course
Grade 9	ELA 10F (full year)	0	0
Grade 10	ELA 20F	46	53
	ELA 20F Pre-AP	49	49
Total Grade 10		95	102
Grade 11	ELA: Comprehensive Focus 30S	102	104
	ELA: Transactional Focus (Pre-AP) 30S	24	24
Total Grade 11		126	128
Grade 12	ELA: Comprehensive Focus 40S	87	89
	ELA: Literary Focus (Pre-AP) 40S	12	12
Total Grade 12		99	101
Total ELA credits earned 1st semester		320	331

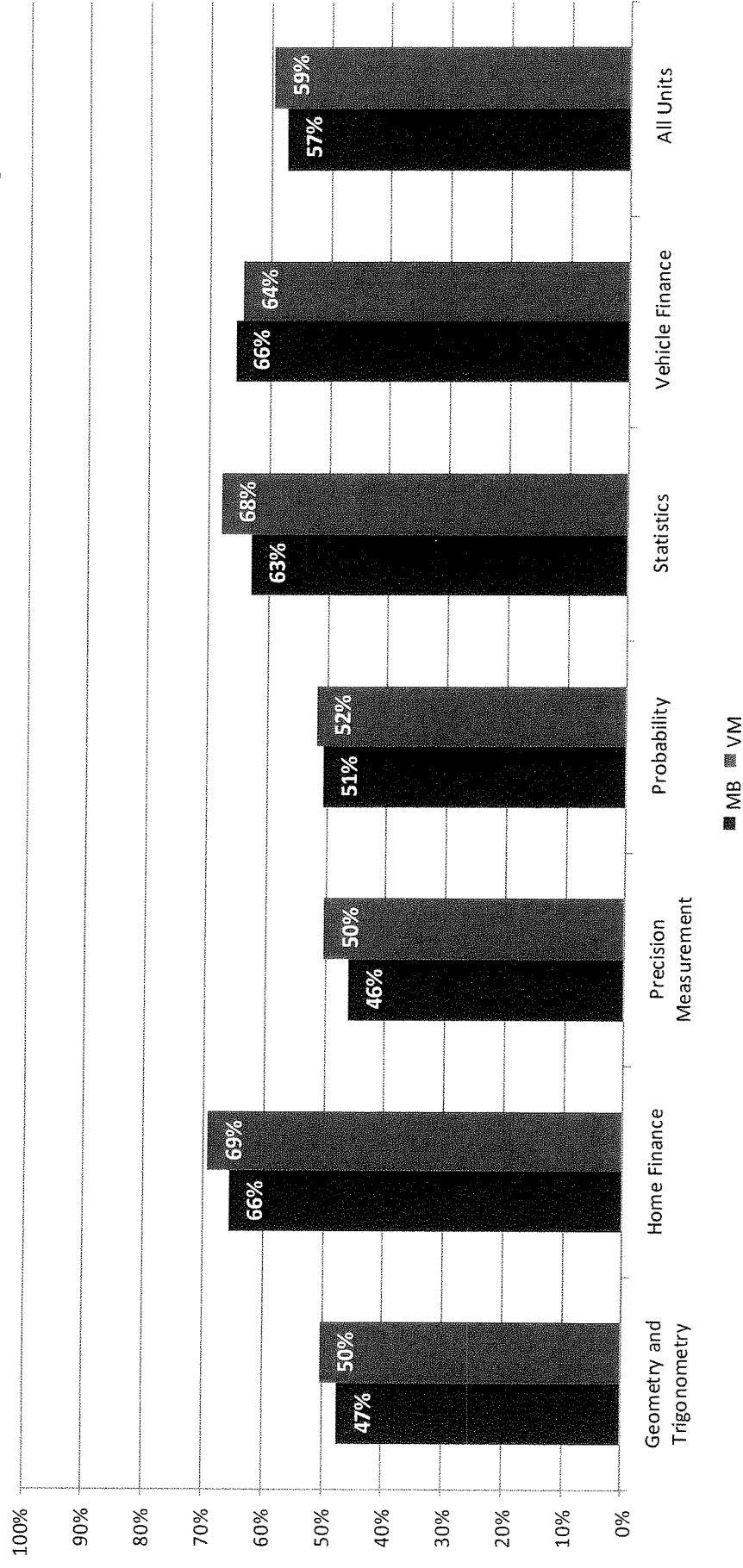
<b>Math Credits earned 1<sup>st</sup> semester</b>			
		Credits Earned by course	Credits Possible by course
Grade 9:	Math 10F	62	65
	Math 10F (Pre-AP)	31	31
Total Grade 9		93	96
Grade 10:	Math Essentials 20S	42	45
	Math: Intro to Applied & Pre-Calc 20S	108	114
Total Grade 10		150	159
Grade 11	Math: Applied 30S	23	23
	Math: Essentials 30S	37	37
	Math: Pre-calc 30S	83	86
Total Grade 11		143	146
Grade 12:	Math: Applied 40S	12	13
	Math: Essentials 40S	31	36
	Math: Pre-calc 40S	18	21
	Math: Calc SIC 41G	44	44
Total Grade 12		105	114
Total Math credits earned 1st semester		491	515







## Essential Math Curricular Unit Average Scores: Comparing MB and Massey





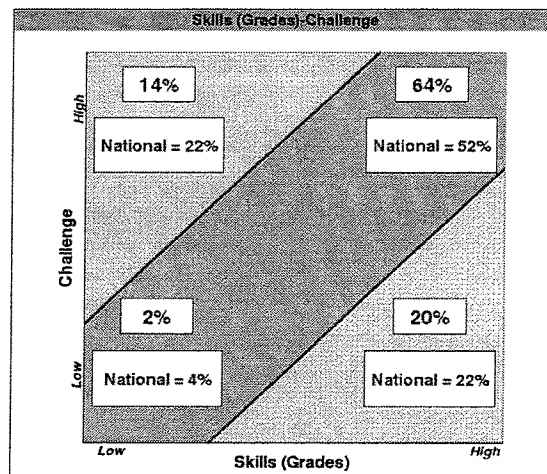
## Report on Student Outcomes and School Climate Manitoba Project Secondary Survey 2014 (3019) Vincent Massey High School Highlights

### Social-Emotional Outcomes

#### Skills (Grades)-Challenge

Students feel challenged in their language arts, math and science classes and feel confident of their skills in these subjects.

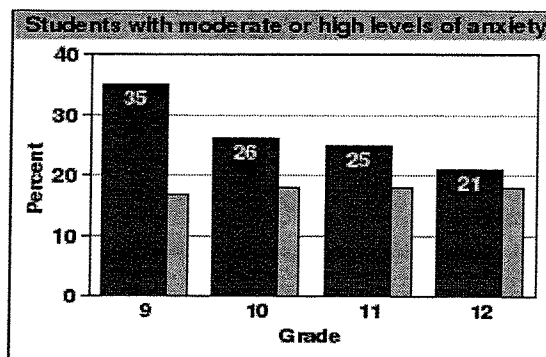
- 64% of students in the school had scores that placed them in the desirable quadrant with high skills and high challenge. The Canada norm for these grades is 52%.
- 20% of students were confident of their skills but did not find classes challenging. The Canada norm for these grades is 22%.
- 14% of students were not confident of their skills and found language arts, math or science challenging. The Canada norm for this category is 22%.
- 2% of students lacked confidence in their skills and did not feel they were challenged. The Canada norm for this category is 4%.



#### Students with moderate or high levels of anxiety

Students have intense feelings of fear, intense anxiety, or worry about particular events or social situations.

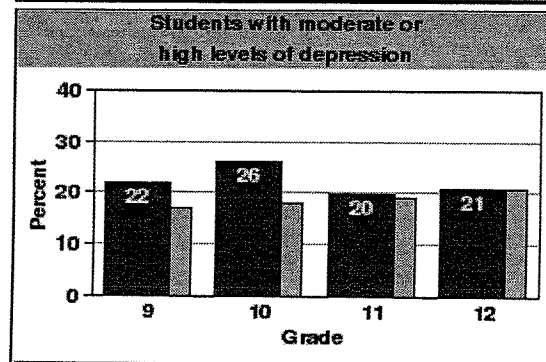
- 27% of students in this school had moderate to high levels of Anxiety; the Canada norm for these grades is 18%.
- 36% of the girls and 18% of the boys in this school had moderate to high levels of Anxiety. The Canada norm for girls is 21% and for boys is 14%.



#### Students with moderate or high levels of depression

Students have prolonged periods when they feel sad, discouraged, and inadequate.

- 22% of students in this school had moderate to high levels of Depression; the Canada norm for these grades is 19%.
- 30% of the girls and 15% of the boys in this school had moderate to high levels of Depression. The Canada norm for girls is 22% and for boys is 16%.







# BRANDON TEACHERS' ASSOCIATION

1031 - 6th St., Brandon, MB R7A 4K5

Ph: (204)729-3141

Email: [Office@btateach.com](mailto:Office@btateach.com)

Website: [www.btateach.com](http://www.btateach.com)

## Appendix A

April 20, 2015

Mark Sefton  
Chairman of the Board of Trustees  
Brandon School Division  
1031 - 6th Street  
Brandon MB R7A 4K5

Dear Mr. Sefton:

In accordance with the Collective Agreement, the *Public Schools Act* and the *Labour Relations Act*, the Brandon Teachers' Association hereby gives notice of its intention to renew or amend the July 1, 2010 to June 30, 2014 collective agreement between the Brandon School Division and the Brandon Teachers' Association.

Notice is given at this time for the purpose of safeguarding the Associations' rights pursuant to the relevant legislation and is without prejudice to the negotiations in which we are currently engaged.

Please contact President, Alison Johnston or Darren Hardy, Bargaining Chair, to arrange a mutually convenient time to commence negotiations.

Respectfully,

Alison Johnston, President  
Brandon Teachers' Association

Darren Hardy, Collective Bargaining Chairperson  
Brandon Teachers' Association

cc: R. Stankevicius, Manitoba Teachers' Society



# BRANDON SCHOOL DIVISION

## Report of Senior Administration to the Board of Trustees

April 27, 2015

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*“Accepting the Challenge”*

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This report from members of the Brandon School Division Senior Administration is submitted respectfully for your consideration, action, and information.

Dr. Donna M. Michaels  
 Superintendent of Schools/  
 Chief Executive Officer

## **A. Business Arising for Board Action**

### **I. PRESENTATIONS**

#### **1. FROM SCHOOLS**

Riverview School

Vincent Massey High School

### **II. HUMAN RESOURCES**

### **III. SECRETARY-TREASURER**

#### **1. AUDIT ENGAGEMENT LETTER**

For Action.....D. Labossiere

The March 31, 2015 year end has recently passed for the Brandon School Division, therefore, we have received an audit engagement letter from BDO Canada LLP, the Division Auditors. A motion to approve the signing of this engagement letter has been included in the agenda.

#### ***RECOMMENDATION:***

*That the Auditor Letter regarding the audit engagement for the March 31, 2015 year end between the Division and BDO Canada LLP, Chartered Accountants, be approved and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.*

### **IV. SUPERINTENDENT OF SCHOOLS**

### **V. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES**

## **B. Administrative Information**

### **I. HUMAN RESOURCES**

#### **1. PERSONNEL REPORT**

For Information..... B. Switzer

Included in the agenda package as Confidential #1 is the Personnel Report, a listing of resignations and employment approved by the Superintendent of Schools and Secretary-Treasurer since the last meeting.

## **II. SECRETARY-TREASURER**

### **1. BUS/VEHICLE ACCIDENT**

For Information.....D. Labossiere

Correspondence has been received from the Supervisor of Transportation advising of an accident on Wednesday, April 8, 2015 at approximately 8:20 a.m. Bus 40-04, while on regular assignment was involved in a very minor collision with another vehicle. The bus was at the red light on Park Avenue at 26<sup>th</sup> Street. The bus rolled forward at the light and the crossing arm came into contact with the vehicle in front of it. The driver of the bus is at fault for the incident. There were 18 students on the bus at the time of the accident. There was no apparent damage to the bus and there were no injuries. The accident was reported to Manitoba Public Insurance. This is provided as information.

## **III. SUPERINTENDENT OF SCHOOLS**

### **1. *SCHOOL VISITS (MARCH 27 – APRIL 23, 2015)***

For Information..... D. Michaels

In late February / early March annually I meet with each Principal/Vice Principal to review the progress of students and the progress of the school. We discuss the relationship between these two factors; reviewing individual students in tiers 2 and 3 of the Response to Intervention (Rti) assessments. Questions that serve as basis for the discussion are as follows:

- a) What School Development Plan initiatives are underway currently in support of student achievement?
- b) What is the impact of these SDP initiatives to date? What specific data is available to illustrate this impact? (Individual students review.)
- c) What areas of school development planning as related to improved student achievement will require continued emphasis? Why?

- April 13, 2015 – Riverview School

Other:

- April 6, 2015 – School Update Meeting with Shawn Lehman, Principal, J. R. Reid School
- April 14, 2015 – K-12 Principals and Specialists Meeting re: Comprehensive Literacy Programming Development in Brandon School Division K-12

## **2. SCHOOL INFORMATION – IMPLEMENTATION OF STRATEGIC PLAN 2014-2017**

For Information..... D. Michaels

### **A. ACADEMIC PREPAREDNESS**

#### **ACADEMIC PREPAREDNESS AT ÉCOLE SECONDAIRE NEELIN HIGH SCHOOL**

*Report prepared by Mr. Michael Adamski, Principal, École secondaire Neelin High School*

As part of the response to the goals established with our school's initiatives connected to Academic Preparedness an interesting concept from a former idea was brought forward to our staff from our current student population. The idea of an "exam cram" was created in order to continue to address and increase our student achievement levels with all of our students and manage this in a creative and collaborative manner. On January 2015, the Student Representative Council (SRC) at École secondaire Neelin High School hosted what they called an Exam Cram. The goal of the exam cram was to draw a few students and teachers together for a three hour period to prepare for their upcoming final exams. Our first ever exam cram was held on January 15 from 6:00pm to 9:00pm. Students were asked to sign in so attendance data could be tracked students that took advantage of the opportunity and how long students opted to stay. Initially student and staff organizers hoped to at least attract thirty to forty (30-40) students but exam cram organizers were pleasantly surprised to tally the final sign-in sheet and realize that sixty three (63) students took advantage of receiving assistance from their teachers and student mentors. Eight (8) Neelin staff members representing a good cross section of all subjects taught at Neelin, both in English , French and Spanish were also in attendance for the full three hours to assist students not only with subject materials but to share study skill strategies to assist in alleviating the anxieties students experience leading up to final assessment season. The even involved the Neelin Life Skills crew and requested cookies and other snacks for the event.

The feedback staff and students received following the exam cram were incredibly positive. Students and parents were especially thankful for the opportunity to meet with their peers and teachers, outside of class time, to talk about their topics, get questions answered, and provide assistance to one another. As a school staff we were all pleased to see the great turnout of students show up to the school in the middle of a cold January evening and work diligently for three hours without any reminders to "get back to work". It was a highly successful event that SRC and the school hopes to run again this May for International Baccalaureate students as they prepare for their final assessments and for our provincial and school based assessments that begin in May and run into June. The exam cram was an excellent initiative that was supported by staff but really took on a life of its own thanks to the

support of our students working together to ensure their peers could experience the academic successes they all so deserve and that they continue to be better prepared to meet the demands associated with tests and exams.



## **B. GLOBAL CITIZENSHIP**

### **GLOBAL CITIZENSHIP AT VALLEYVIEW CENTENNIAL SCHOOL**

***Report prepared by Ms. Sandy Harrison, Principal, Valleyview Centennial School***

#### Digital Citizenship

We are a part of the Cluster 1 Technology in Learning schools with Kelli Boklaschuk, Communications and Technology in Learning Specialist. Each of our classroom teachers and High Ability Learner Enrichment Programming (HALEP) teacher received a tablet to facilitate their instruction and assessment. Our classroom teachers in conjunction with our support teachers are planning Universal Design for Learning (UDL) cross curricular units infusing technology. Our students and teachers are beginning to implement personalized learning and to utilize Dan Buckley's SECRET Ladders (skill sets: self-management, effective participators, reflective learners, inquirers and team workers). All of our staff attended the BYTE conference with our grade 1/2 team and our grade 5/6 team presenting the units that their students worked through at the poster session.

### Personal Growth

#### Tell Them From Me (TTFM) Results (grades 4 to 6)

Positive Sense of Belonging- 81%

Value School Outcome- 98%

Interested & Motivated- 84%

#### Report Card: Learning Behaviors (grades 1 to 6)

Uses Class Time Effectively- 81%

Participates in Class Effectively-88%

Works Well with Others-91%

### Ethical Citizenship

#### Aboriginal Traditional Beading Peace Quilt- Youth Revolution project

In consultation with Y-Rev and the Aboriginal Education Specialist and with the financial support of the Global Citizenship Grant our grade 5/6 students practiced traditional beading skills by individually beading quilt squares. There were activating mini lessons on the seven teachings. Each student chose one of the symbols from the 7 teachings to bead on their quilt square. A member of the Assiniboine Kiwanis Club volunteered to sew the squares together. This quilt will be housed eventually here at Valleyview.

This is a communal project immersing the students in stories of and about Aboriginal culture. We had a variety of Aboriginal guest speakers and built community within the school and in the larger school community.

#### ACTIVE (After Class Totally Interactive Valleyview Experience)

With the financial support of the Global Citizenship Grant we were able to offer our grade 4 to 6 students eight after school sessions. The students were able to choose from three interest areas. There was a healthy snack provided and a mini-lesson on healthy lifestyle choices. The feedback from students, parents and community participants was very positive. This was a very successful project.

## **C. HEALTH AND WELLBEING**

### **HEALTH AND WELLBEING AT GREEN ACRES SCHOOL**

#### ***Report prepared by Mr. Jaime Lombaert, Principal, Green Acres School***

On April 6, 2015 grade 7 and 8 students had a presentation from Mothers Against Drinking and Driving (MADD). The presentation was a fictional re-enactment of the trauma that can result when someone makes the choice to take drugs or alcohol and get behind the wheel. The presentation included interviews with people who have been injured and/or lost a loved one(s) as a result of impaired driving. The key messages included peer pressure, accepting rides from alcohol or drug impaired drivers, the real life changing consequences of one wrong decision, and the importance of planning ahead. Students left the presentations empowered to make good lifelong choices.



Green Acres School participated in bullying prevention week, during the week of April 6 to 10, 2015. On Monday, Green Acres Youth Revolution Students started the week with an assembly on what is bullying and how to stop bullying. Other activities that took place included Middle Years students attending the “Hateless Tour” at Earl Oxford School, Day of Pink, Bullying Prevention Pledge, School Wide Presentation from Constable McCallum (School Resource Officer), and many more activities. The theme of the week was to prevent bullying every day of the year. Students learned how to promote successful relationships within the classroom, around the school, and in the community.

On April 16, 2015 Green Acres School hosted a Made in Manitoba Breakfast. The Made in Manitoba Breakfast program included two presentations. The first presentation was for Kindergarten to grade 4 students, "Where Does My Food Come From" and the second presentation was for grades 5 to 8 students, "Agriculture is Food and So Much More". The menu for the breakfast included pancakes, hard cooked eggs, pork sausages, canola margarine, chocolate milk, and honey. Tummies were fed while students learned about nutrition and where our food comes from.

Specific Student Achievements:

At the Western Manitoba Science Fair, Jessica (grade 4) received a gold medal for her project called “Why Are You Upside Down in a Spoon”. Also, Ben (grade 4) received a silver medal for his project called “Do Different Liquids Affect Seedling Growth”. Congratulations to both Jessica and Ben on their accomplishments.

### **3. DIVISIONAL INITIATIVES**

For Information ..... D. Michaels

#### **A. ACADEMIC PREPAREDNESS, GLOBAL CITIZENSHIP AND HEALTH AND WELLBEING**

##### **PROFESSIONAL DEVELOPMENT IN BRANDON SCHOOL DIVISION**

At the April 7, 2015 Education Committee Meeting, Trustee Glen Kruck requested further detail regarding the specific areas of professional development for certified teachers and support staff.

Becky Switzer, Director, Human Resources has provided a detailed report in graph format. The graphs illustrate, in a succinct manner, details regarding the internal professional development opportunities.

Please see Appendix A.

#### 4. ADMINISTRATIVE AND STATISTICAL INFORMATION

##### SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>NO./DAYS</u>	<u>REASON</u>
Betty Gibson	1 total	1 – 3 day	Unacceptable Behaviour
Crocus Plains	5 total	4 – 5 day 1 – 10 day	Unacceptable Behaviour Unacceptable Behaviour
Neelin	2 total	1 – 3 day 1 – 10 day	Unacceptable Behaviour Unacceptable Behaviour

##### ENGLISH AS AN ADDITIONAL LANGUAGE (EAL) ENROLMENT UPDATE / MARCH 31, 2015

The Brandon School Division Currently has 1371 English as an Additional Language (EAL) Students.

- 13 new registrations were received from March 1 - 30, 2015;
- 7 students left the Brandon School Division from March 1 - 30, 2015.

The number of new EAL registrations received to date for the 2014/2015 school year is as follows:

Month of Registration	Number of New EAL Registrations Received
September 2014	135
October 2014	13
November 2014	5
December 2014	13
January 2015	18
February 2015	14
March 2015	13
Total	211

The current school totals for *continuing students* are as follows:

	Current Total	Students who have left the Division 2014/2015	Students who have left the Division 2013/2014	EAL Discontinued (Stage 5+) 2014/2015	EAL Discontinued (Stage 5+) 2013/2014
Alexander	0	1			
Betty Gibson	131	6	20		
Crocus Plains	182	27	27	47	
Earl Oxford	59	6	4		
George Fitton	98	9	4		
Green Acres	23	2	1		
Harrison	0				
J.R. Reid	37	3			

	Current Total	Students who have left the Division 2014/2015	Students who have left the Division 2013/2014	EAL Discontinued (Stage 5+) 2014/2015	EAL Discontinued (Stage 5+) 2013/2014
King George	115	4	6		
Kirkcaldy Heights	32	3			
Linden Lanes	26		2		
Meadows	87	15	15		
Neelin	36	2	5		
New Era	110	4	20		
O'Kelly	31	2	5		
Riverheights	93	3	6		
Riverview	43	2	6		
Spring Valley	31				
St. Augustine	50	1	6		
Valleyview Centennial	14				
Vincent Massey	122	7	10	23	36
Waverly Park	51		2		
Total	1371	97	139	70	36

The number of students who left Brandon School Division from March 1 - 30, 2015 is seven (7). Of these students:

- three (3) moved out of Division;
- two (2) moved out of the Province; and
- two (2) withdrew with no exit path indicated.

Two (2) students changed catchment area from March 1 - 30, 2015.

## 5. CORRESPONDENCE

For Information..... D. Michaels

### **CORRESPONDENCE RECEIVED FROM PETER BJORNSEN, MINISTER OF EDUCATION AND ADVANCED LEARNING RE: BRITTANY MELNYK, TEACHER, O'KELLY SCHOOL**

The following correspondence has been received from Peter Bjornsen, Minister of Education and Advanced Learning re: Brittany Melnyk, Teacher, O'Kelly School:

*On behalf of Manitoba Education and Advanced Learning, I would like to congratulate you for having been selected as a recipient for Manitoba's Celebration of Excellence in Teaching – 2014-2015 Minister's Awards. You have been chosen to receive the Award for Outstanding New Teacher by a jury composed of representatives from the Manitoba School Boards Association, the Manitoba Federation of Independent Schools, the Manitoba Association of Parent Councils, and Manitoba Education and Advanced Learning.*

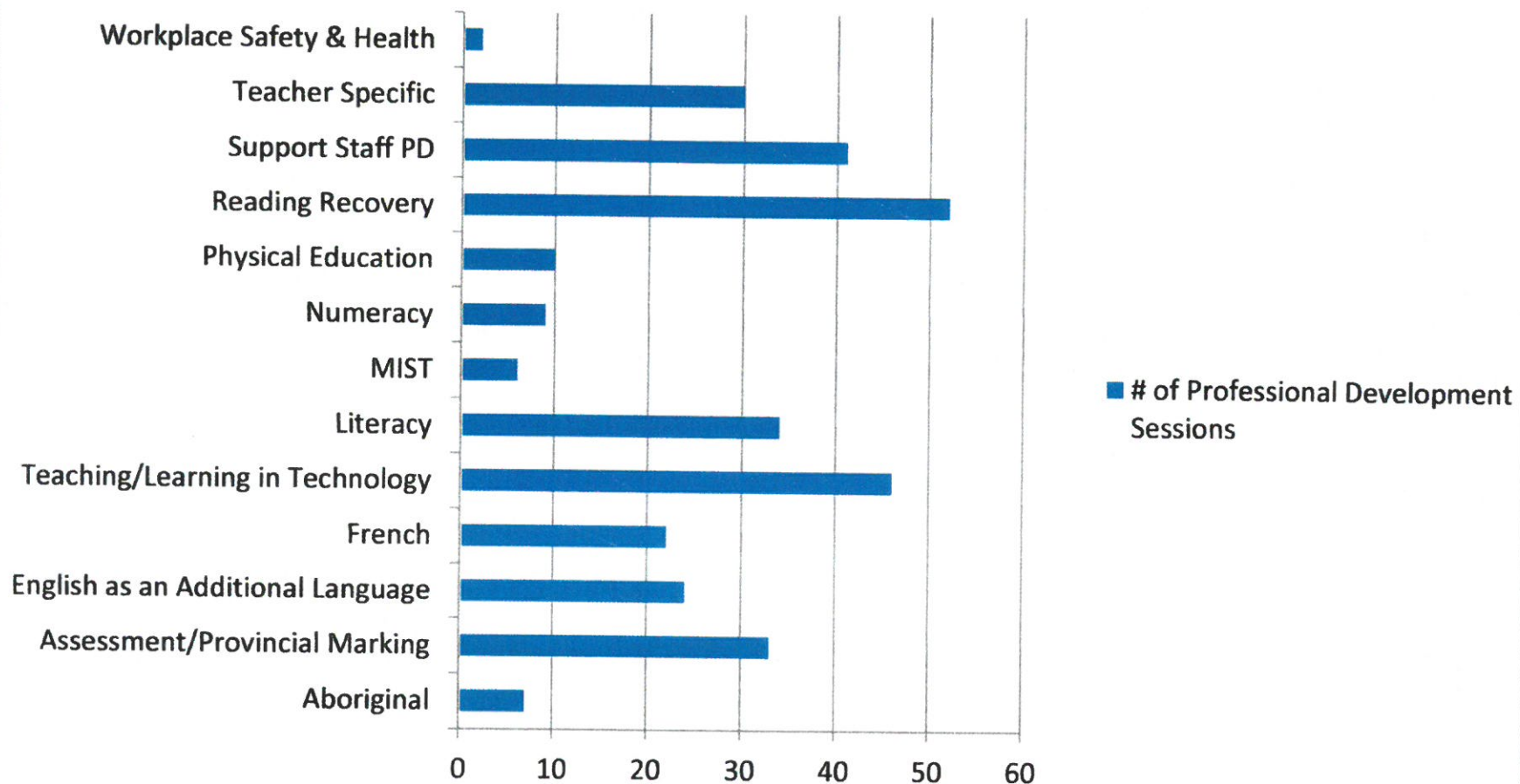
*Most of us remember a teacher who stood out among the many who influenced our lives – a teacher who encouraged, inspired and challenged us to reach our full potential. This award recognizes the important role you play and the contribution you make as an educator in Manitoba. What has set you apart is your demonstration of leadership through innovative ways of delivering the curriculum, the contagious enthusiasm for learning you share with your students and the time you devote well beyond the regular school day. Your dedication to students has earned the admiration and respect of your colleagues, as well as of the parents and students in your community.*

*To acknowledge your contribution to education, I am pleased to invite you to attend the award reception on Friday, April 17, 2015 accompanied by your principal, endorser and five guests of your choice. The reception will be held in the Golden Boy Dining Room at the Manitoba Legislative Building.*

*Please accept my congratulations and appreciation for your commitment to your students and school community. Thank you for making a difference.*

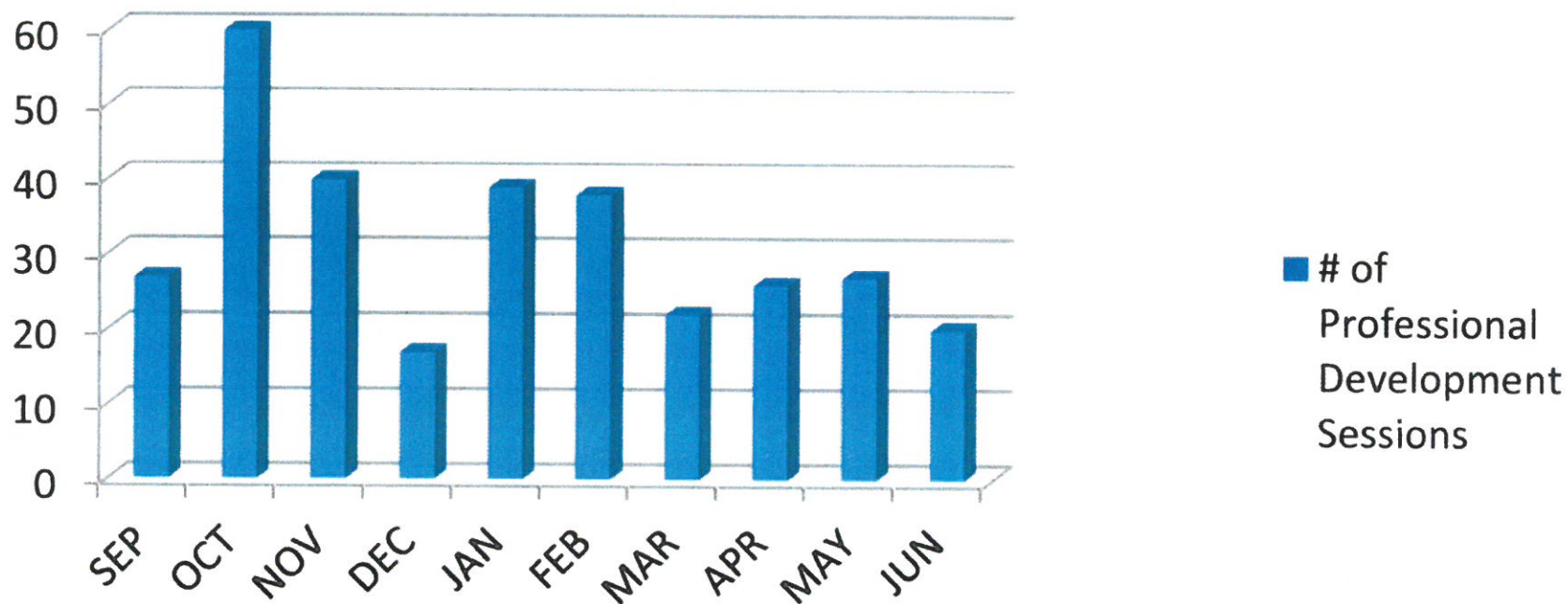
## All Staff Professional Development

Internal Sessions - School Yr 2013-2014



# All Staff Professional Development

Internal Sessions - School Yr 2013-2014



## Teachers - Professional Development School Yr 2013-2014 - Total # days

