



# BRANDON SCHOOL DIVISION

June 17, 2015

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

TO BE HELD MONDAY, JUNE 22, 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) Special Board Meeting, June 8, 2015.  
Adopt.
- b) Regular Board Meeting, June 8, 2015.  
Adopt.
- c) Special Board Meeting, June 15, 2015.  
Adopt.

### 2.00 GOVERNANCE MATTERS:

#### 2.01 Presentations For Information

- a) École secondaire Neelin High School student, Natálie Slezáčková, receiving recognition for winning first place in the Canadian Mennonite University (CMU) 2015 Essay Contest.

- b) Winner Recognition – Westman Journal High School Athletic Awards:
  - Female Athlete of the Year:
    - Shelby Nohr
  - Male Athlete of the Year:
    - Seth Friesen
  - Neelin Junior Varsity Boys Volleyball Team
    - Dayton Black
    - Jacob Thomson
    - Jack Roziere
    - Riley Paul
    - Lucas Vasconsales

**2.02 Reports of Committees**

- a) Other

- Employee Long Service Retirement Evening

M. Sefton

**2.03 Delegations and Petitions**

**2.04 Communications for Action**

- a) Correspondence from Kyleigh Bromley and Tyler Letkeman, Student Council Teacher Advisors at Vincent Massey High School, dated May 27, 2015, requesting financial support in sending the Vincent Massey High School Student Council President and Vice President to the 2015 Canadian Student Leadership Conference in Halifax, Nova Scotia from September 22 to September 27, 2015. The students have put forth some out of pocket funds and will be fundraising throughout the summer and in early September, as travel costs are quite large this year and would appreciate any financial support the Board can provide. (Appendix “A”)

Refer Motions.

- b) Correspondence from Paula Nelson and Ramey Praznik, Student Council Teacher Advisors at Crocus Plains Regional Secondary School, dated June 10, 2015, requesting financial support for three (3) grade 9 Student Council Executive Members to attend the Canadian Student Leadership Conference in Halifax, NS from September 22 to September 26, 2015. In addition to the three (3) student delegates, 2 teacher supervisors will also be attending, at a total cost of approximately \$8,100. These students have been fundraising over the last month and request any amount of financial assistance the Board can provide to offset the costs of this endeavour for the students and their families. (Appendix ‘B’)

Refer Motions.

- c) Correspondence from Jamie Rose, President, CUPE Local 737, dated June 11, 2015, noting that to date, the Scent/Fragrance Free Policy 1023 cannot be enforced as there are no procedures in place. CUPE Members are very concerned another school year is going to start with the policy not being enforced, and they are concerned with the health of their members and the health of the students as fragrances have a negative impact on many of the students and staff of the Brandon School Division. Mr. Rose notes that appropriate signage for informing visitors of the fragrance limitations has not been utilized in Brandon School Division buildings. CUPE Members are requesting the procedures for this policy be fast tracked to ensure students and staff have a healthy environment in BSD schools and buildings. (Appendix ‘C’)

Refer Senior Administration.

**2.05 Business Arising**

- From Previous Delegation
- From Board Agenda

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

**- From Report of Senior Administration**

- a) School Reports - NIL
- b) Learning Support Services Report - NIL
- c) Items from Senior Administration Report :
  - COR Enterprises Inc. – Academic Program – Refer Motions.
  - Diamond Jubilee (1960) Chapter IODE – Scholarships – Refer Motions.

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

**2.07 Motions**

- 82/2015 That the request for financial assistance for two (2) Vincent Massey High School students to attend the Canadian Student Leadership Conference to be held in Halifax, Nova Scotia, from September 22 - 27, 2015 be approved in the amount of \$800.00.
- 83/2015 That the request for financial assistance for three (3) Crocus Plains Regional Secondary 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 \$1,200.00.
- 84/2015 That the Service Purchase Agreement between COR Enterprises Inc. and Brandon School Division for the delivery of an Academic Program developed by the Division in partnership with COR Enterprises Inc. for a Level III student for the 2015/2016 school year be approved in the amount of \$20,515 for the period September 8, 2015 to June 30, 2016; and the Chairperson and Secretary-Treasurer are hereby authorized to sign same on behalf of the Division.
- 85/2015 That the Agreement for establishment of two (2) awards, for a female and a male student graduating from the Neelin High School Off-Campus program to be known as the “The Diamond Jubilee (1960) Chapter IODE Scholarship” in the amount of \$100.00 each for the 2014-2015 school year be approved and the Chairperson and Secretary-Treasurer are hereby authorized to affix their signatures and the seal of the Division thereto.
- 86/2015 That the tender for Paper Towels, Toilet Tissue and Garbage Bags for 2015-2016, based on the unit tender prices stated and in the approximate total amounts (applicable taxes extra), be accepted.

**Bunzl Distributors**

**\$51,992.40**

**2.08 Bylaws**

By-Law 5/2015

Third Reading:

That By-law 5/2015 being a by-law providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2015 to June 30, 2016 having been read on May 25, 2015 and June 8, 2015, be now read for a third and final time and taken as read, is hereby approved.

By-Law 6/2015

Second Reading:

That By-law 6/2015 being a borrowing by-law in the amount of \$684,200.00 upon the credit of the Division by the issue and sale of a debenture to meet partial costs for construction of:

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

be now read for the second time, having been first read on June 8, 2015.

3rd Reading

That the rules be suspended and By-law 6/2015 be now read for a third and final time, and taken as read, finally passed.

**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) Alison Johnston, President, Brandon Teachers' Association, June 10, 2015, addressed to Mr. Mark Sefton, Chairperson, thanking the Brandon School Division for its hospitality in providing the BTA with access to office space in the Division Administration Building. Ms. Johnston notes that the Brandon Teacher's Association has had a presence in the Division Administration Office for almost 40 years, and also notes that this type of

arrangement is quite common. Ms. Johnston feels the working relationship between the BTA and BSD employees in the Division Administration Office is a positive one. As the Brandon Teachers' Association is moving to a new office in the Town Centre, it is the Association's hope that this positive working relationship with the Brandon School Division will continue to remain a strong one. (Appendix 'C')

Receive and file.

### **3.03 Announcements**

- a) Facilities and Transportation Committee Meeting – 10:00 a.m., Monday, June 22, 2015, Boardroom.
- b) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, July 6, 2015, Boardroom.

### **4.00 IN CAMERA DISCUSSION**

#### **4.01 Student Issues**

- Reports
- Trustee Inquiries

#### **4.02 Personnel Matters**

- Reports
  - a) Confidential #1 – Personnel Report.
  - b) Confidential #2 – Out-of-Scope Salary Review.
  - c) Confidential #3 – Senior Administration Salary Review.

- 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 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 6:50 P.M., MONDAY, JUNE 8, 2015.

**PRESENT:**

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

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

Administration: Dr. D. M. Michaels, Superintendent, Mr. G. Malazdrewicz, Associate Superintendent, Ms. E. Jamora, Assistant Secretary-Treasurer.

**REGRETS:** Ms. B. Switzer, Director of Human Resource, Mr. J. Murray.

**CALL:**

The Chairperson called the meeting to order at 6:50 p.m. and referred to the Call.

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

- a) Giving of Notice – Debenture By-Law 6/2015.

Mrs. Bowslaugh

I hereby give notice that at the next regular meeting of the Board of Trustees, I, or someone in my stead, will introduce By-Law 6/2015 for the purpose of borrowing the sum of \$684,200 to meet partial costs for construction of the following:

<b><u>School</u></b>	<b><u>Project</u></b>
Crocus Plains Regional Secondary	Science Lab Renovation
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium
Harrison School	Roof Replacement of Area A1
Meadows School	Elevator
Meadows School	Three Classroom & Elevator Access Addition
Neelin High School	Roof Replacement of Area G1
Vincent Massey High School	Roof Replacement of Areas D & G
Waverly Park School	Two Classroom Addition

Mr. Kruck – Dr. Ross

That the meeting do now adjourn (6:52 p.m.).

Carried.

\_\_\_\_\_  
Chairperson

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



# BRANDON SCHOOL DIVISION

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## **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. T. Curtis, 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.

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 Superintendent noted she had one item for In-Camera.

Trustee Sefton noted he had two items for In-Camera.

Mr. Kruck – Mr. Bartlette

That the agenda be approved as amended.

Carried.

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

- a) The Minutes of the Board Meeting held May 25, 2015 were circulated.

Trustee Kruck asked for clarification on one item from the Minutes regarding the refuse left behind on Division school grounds after soccer games by Brandon Youth Soccer League.

Ms. Bambridge – Mrs. Bowslaugh  
That the Minutes be approved.



Carried

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

Mr. Murray – Mr. Bartlette  
That the Minutes be approved.

Carried

- c) Trustee Sefton gave a verbal report on the Brandon School Division Long Service Employee Recognition held on Thursday, May 28, 2015.

## **2.00 GOVERNANCE MATTERS:**

### **2.01 Presentations For Information**

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

- a) Workplace Safety and Health Committee Meeting

The written report of the Workplace Safety and Health Committee meeting held on May 12, 2015 was circulated.

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

Carried.

- b) Policy Review Committee Meeting

The written report of the Policy Review Committee meeting held May 26, 2015 was circulated.

Trustee Sumner asked questions for clarification regarding the École Harrison Kindergarten Registration Public Consultation.

Trustee Kruck asked questions for clarification regarding the Scent/Fragrance Free Policy.

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

Carried.

### **2.02 Delegations and Petitions**

#### **2.04 Communications for Action**

- a) Barb Gribben, Secretary, CUPE Local 737, May 20, 2015, addressed to Mr. Denis Labossiere, Secretary-Treasurer, requesting permission for Jamie Rose, School Bus Driver/Utility Worker – Maintenance/Transportation to be absent two days per week from his workplace starting September, 2015 to June, 2016. As President of CUPE Local 737, Mr. Rose will be conducting union business on the days he is booked off. CUPE Local 737 will reimburse the Division for loss of wages, benefits, etc. (Appendix 'A')

Trustee Bartlette asked questions for clarification regarding job coverage while Mr. Rose is away. The Secretary-Treasurer responded that there is someone hired for the two days a week that Mr. Rose is away on CUPE business.

Refer Motions.

- b) Alison Johnston, President, Brandon Teachers' Association, May 29, 2015, addressed to Dr. D. Michaels, Superintendent, confirming that Alison Johnston has been acclaimed as the President of the Brandon Teachers' Association(BTA) for the term beginning July 1, 2015 to June 30, 2016. The BTA formally requests that Ms. Johnston be seconded full-time, with salary and benefits to be paid by the Association. (Appendix 'B')

Refer Motions.

## **2.05 Business Arising**

### **- From Previous Delegation**

### **- From Board Agenda**

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

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

- a) School Reports - NIL

- b) Items from Senior Administration Report –

- École secondaire Neelin High School Off-Site Activity Request (Vermillion, SD) – Refer Motions.
- Crocus Plains Regional Secondary School Off-Site Activity Request (Halifax, Nova Scotia) – Refer Motions.
- École secondaire Neelin High School Off-Site Activity Request (Halifax, Nova Scotia) – Refer Motions.
- Vincent Massey High School Off-Site Activity Request (Halifax, Nova Scotia) – Refer Motions.
- Assiniboine Community College Comprehensive Health Care Aide Program – Memorandum of Understanding – Refer Motions.

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

## **2.07 Motions**

73/2015 Mr. Kruck – Mr. Buri

That the request of CUPE Local 737, that the President of the Association for the 2015/2016 school year, Mr. Jamie Rose, be seconded from the Division for two days per week starting September, 2015 to June 2016, subject to the Division being reimbursed by the Association for all salary and benefit costs for the period of the secondment.

Carried.

74/2015 Mr. Buri – Mr. Kruck

That the request of the Brandon Teachers' Association, that the President of the Association for the 2015/2016 school year, Ms. Alison Johnston, be seconded from the Division on a full-time basis be approved, subject to the Division being reimbursed by the Association for all salary and benefit costs for the period of the secondment, to the details of the release time being agreed upon between the Superintendent, the affected school

principal, and Ms. Johnston, and that upon the return of the teacher to the Division, the teacher shall be reinstated in the same or comparable position. Carried.

75/2015 Ms. Bambridge – Mr Buri

That the trip involving sixteen grades 9 - 12 football students, from École secondaire Neelin High School to make a trip to Vermillion, SD from July 10 - 13, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Kruck asked questions regarding whether there are closer football camps for these players to attend. Mr. Malazdrewicz, Assistant Superintendent, responded that this is a very positive opportunity for the players and they do not attend many away events.

Trustees asked questions for clarification.

Carried.

76/2015 Dr. Ross – Mr. Sumner

That the trip involving three grades 10 – 12 students, from Crocus Plains Regional Secondary School to make a trip to Halifax, Nova Scotia from September 21 – 27, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustees asked questions for clarification.

Carried.

77/2015 Mr. Bartlette – Dr. Ross

That the trip involving two grades 10 – 12 students, from École secondaire Neelin High School to make a trip to Halifax, Nova Scotia from September 20 – 27, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Sumner had questions regarding the source of funding for this trip. He noted that he was disappointed that no information came to the Board regarding this. Mr. Malazdrewicz responded that he will request the information from the school.

Carried.

78/2015 Dr. Ross – Mrs. Bowslaugh

That the trip involving two grade 12 students, from Vincent Massey High School to make a trip to Halifax, Nova Scotia from September 22 – 27, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried.

Trustee Kruck noted concern that in some situations, students are putting up the money for these activities and in other situations the Board is supporting the activity. He personally would like to have support for all students taking part in this activity so that they would all receive the same amounts. Mr. Labossiere stated he just received notice that Vincent Massey High School has also requested financial assistance for this activity which would be brought to the next Board Meeting. Trustee Kruck encourages Crocus Plains Regional Secondary School to submit a similar request.

Dr. Michaels noted that this item has been discussed over the years and suggested it be referred to a Committee for further discussion. The schools don't necessarily know the money is available through Board Motion.

Trustees asked questions for clarification regarding the money available and whether this matter should be referred to Senior Administration. The Board agreed that the matter should be referred to Senior Administration.

79/2015 Mr. Sumner – Dr. Ross

That the Memorandum of Understanding (MOU) between the Brandon School Division and Assiniboine Community College (ACC) to facilitate the delivery of ACC's Comprehensive Health Care Aide (CHCA) program at Crocus Plains Regional Secondary School (CPRSS) for the 2015-2016 Academic/School year be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Carried.

## **2.08 Bylaws**

Mr. Sumner - Dr. Ross

2<sup>nd</sup> Reading

That By-law 5/2015 being a by-law providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2015 to June 30, 2016 having been first read on May 25, 2015.

Carried.

### **THE BRANDON SCHOOL DIVISION**

#### **BYLAW NO. 5/2015**

A Bylaw of the Board of Trustees of The Brandon School Division in Manitoba, providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2015 to June 30, 2016.

WHEREAS the estimates of the said School Division for the above-mentioned fiscal period have been made and the budget of the Division for the fiscal year of July 1, 2015 to June 30, 2016 was the sum of **NINETY-THREE MILLION, EIGHT HUNDRED AND THIRTY-NINE THOUSAND, SEVEN HUNDRED (\$93,839.700) DOLLARS.**

AND WHEREAS the Board of Trustees of the said School Division have not yet received any moneys on account of School Taxes for the year 2015/2016 from Municipalities nor any moneys from the Provincial Government by way of grant for the year 2015/2016 SAVE THE SUM OF *nil* Dollars (\$ -- ) from MUNICIPALITIES and THE SUM OF *nil* Dollars (\$ -- ) from the PROVINCIAL GOVERNMENT.

AND WHEREAS no moneys have been previously borrowed to meet the expenditures of the 2015/2016 fiscal period SAVE AS SET OUT IN THE FOLLOWING SCHEDULE, THAT IS TO SAY: Nothing previously borrowed.

AND WHEREAS the amount (if any) heretobefore borrowed and the amount hereby authorized to be borrowed do not exceed the amount of the said estimate after deducting therefrom such sums (if any) as have been paid over by Municipalities or by the Provincial Government on account of the amount required for July 1, 2015 to June 30, 2016 expenses of the School Division.

NOW THEREFORE the Board of Trustees of The Brandon School Division, in session assembled enacts as follows:

(1) THAT the Board of Trustees of the said School Division do borrow up to the sum **TWENTY MILLION (\$20,000,000) DOLLARS** from THE CANADIAN IMPERIAL BANK OF

COMMERCE upon the credit of the said School Division, and do pay or agree to pay interest thereon either in advance or at maturity, and in either case after maturity, at the rate of PRIME less 0.6 per centum per annum.

(2) THAT the said borrowing may be by means of (a) an overdraft on the account of the School Division with the Bank by cheques signed by the Chairperson or Vice-Chairperson & Secretary-Treasurer or Assistant Secretary-Treasurer of the said School Division, or (b) a promissory note or notes of the said School Division, such note or notes to be attested by the signatures of the Chairperson and Secretary-Treasurer of the said School Division.

(3) THAT the amount so borrowed shall be a first charge upon any moneys to be received by the Board of Trustees on account of the estimate for July 1, 2015 to June 30, 2016 for the purposes of the said School Division whether from the Municipality or from the Provincial Government or from any other source and as the same are received the said School Division shall deposit them with the said Bank for payment of the amount so borrowed with interest thereon but the said Bank shall not be restricted thereto for payment of the sum or sums so borrowed nor shall it be bound to wait for repayment of the moneys so borrowed until the Municipality or the Provincial Government has discharged its obligation to the School Division nor be obliged to see that moneys paid to the School Division are deposited or applied as aforesaid

(4) THAT this Bylaw shall extend to and cover borrowings by the said Board of Trustees for the period commencing the 1st day of July, 2015, and to the extent necessary, this Bylaw shall have retroactive effect so as to be deemed in full force and effect at the commencement of said term.

(5) THAT nothing herein contained shall waive, prejudicially affect or exclude any right, power, benefit or security by statute, common law or otherwise given to or implied in favor of the said Bank.

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: \_\_\_\_\_ day of \_\_\_\_\_ A.D. 2015.

THIRD READING: \_\_\_\_\_ day of \_\_\_\_\_ A.D. 2015.

\_\_\_\_\_  
Chairperson

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

I, Denis Labossiere, Secretary-Treasurer of The Brandon School Division DO HEREBY CERTIFY the above to be a true copy of Bylaw No. 5/2015.

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

Mrs. Bowslaugh  
1<sup>st</sup> Reading:

That By-law 6/2015 being a borrowing by-law in the amount of \$684,200.00 upon the credit of the Division by the issue and sale of a debenture to meet partial costs for construction of:

<b><u>School</u></b>	<b><u>Project</u></b>
Crocus Plains Regional Secondary	Science Lab Renovation
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium
Harrison School	Roof Replacement of Area A1
Meadows School	Elevator
Meadows School	Three Classroom & Elevator Access Addition
Neelin High School	Roof Replacement of Area G1
Vincent Massey High School	Roof Replacement of Areas D & G
Waverly Park School	Two Classroom Addition

be now read for the first time.

#### THE BRANDON SCHOOL DIVISION

#### BYLAW NO. 6/2015

Bylaw of the Board of Trustees of The Brandon School Division for the purpose of borrowing the sum of \$684,200.00 and issuing debentures therefor.

WHEREAS it is deemed necessary and expedient to raise by loan the sum of \$684,200.00 upon the credit of the Division by the issue and sale of debentures to meet partial costs for construction of the following:

<b><u>School</u></b>	<b><u>Project</u></b>
Crocus Plains Regional Secondary	Science Lab Renovation
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium
Harrison School	Roof Replacement of Area A1
Meadows School	Elevator
Meadows School	Three Classroom & Elevator Access Addition
Neelin High School	Roof Replacement of Area G1
Vincent Massey High School	Roof Replacement of Areas D & G
Waverly Park School	Two Classroom 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 \$684,200.00 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 June, 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 \$47,598.16 each,

including principal and interest at the rate of 3.375 per cent per annum, payable annually on the 30<sup>th</sup> day of June as per Schedule "A" attached.

- 3) That the first installment shall be payable on the 30<sup>th</sup> day of June, 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. 6/2015 of The Brandon School Division  
given first reading on the \_\_\_\_\_ day of  
\_\_\_\_\_ A.D. 2015.

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

**2.09 Giving of Notice**

**2.10 Trustee Inquiries**

Trustee Bartlette asked for an update regarding the moving of the fence at Earl Oxford School. Mr. Labossiere indicated that the Facilities and Transportation Committee has not met since the matter was referred back to the Committee, but that the Director of Facilities will be bringing further information to the next Committee meeting on June 22, 2015.

**3.00 ADMINISTRATIVE INFORMATION:**

**3.01 Report of Senior Administration**

Dr. Michaels, Superintendent, reviewed the Report of Senior Administration from June 8, 2015 and highlighted the following items:

- Academic Preparedness – Riverheights School
- Global Citizenship – Alexander School
  - Freeze Frame
  - TTFM Survey Results
- Health and Wellbeing – King George School
- Divisional Initiatives:
  - Academic Preparedness – Local Marking Training Session
  - Principal Leadership

- Health and Wellbeing – Brandon Healthy Families Team
- Administration and Statistical Information

Trustee Bowslaugh asked questions for clarification regarding Buddy Benches. Trustee Bartlette asked questions for clarification regarding growth/progress of students at Riverheights School.

Mr. Sumner – Mr. Kruck

That the June 8, 2015 Report of Senior Administration be received and filed.

Carried.

### **3.02 Communications for Information**

- a) Alison Johnston, President, Brandon Teachers' Association, May 27, 2015, addressed to Dr. Michaels, Superintendent, providing an updated listing of the officers of the Brandon Teachers' Association for the term beginning July 1, 2015 and continuing to June 30, 2016 as follows:

Alison Johnston	President
Glen Simard	Vice-President
Cale Dunbar	Treasurer
Peter Buehler	Secretary
Tammy Tutkaluk	Member-at-Large

The Chairs of Standing Committees of the Association are also provided.

Ordered filed.

Trustee Bowslaugh asked questions for clarification.

### **3.03 Announcements**

- a) Personnel Committee Meeting – 10:00 a.m., Thursday, June 11, 2015, Boardroom.
- b) Education Committee Meeting – 1:30 p.m., Thursday, June 11, 2015, Boardroom.
- c) Board/BTA Teacher Liaison Committee Meeting – 4:15 p.m., Monday, June 15, 2015, Boardroom.
- d) Finance Committee Meeting – 10:30 a.m., Thursday, June 18, 2015, Boardroom.
- e) Friends of Education Fund Committee Meeting – 12:00 p.m., Thursday, June 18, 2015, Conference Room.
- f) Brandon School Division Long Service Retirement Dinner, 6:00 p.m., Thursday, June 18, 2015, Victoria Inn.
- g) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, June 22, 2015, Boardroom.

Mrs. Bambridge – Mr. Murray

That the Board do now resolve into Committee of the Whole In Camera. (7:59 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA

### **4.00 IN CAMERA DISCUSSION:**



**4.01 Student Issues**

- Reports
- Trustee Inquiries

**4.02 Personnel Matters**

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

**4.03 Property Matters/Tenders**

- Reports
- Trustee Inquiries

**4.04 Board Operations**

- Reports
  - a) Dr. Michaels provided a report on a Board Operations matter.
  - b) Trustee Sefton discussed two (2) Board Operations Matters.
- Trustee Inquiries

Mr. Buri - Mr. Sumner  
That the Committee of the Whole In Camera do now resolve into Board.  
Carried.

**5.00 ADJOURNMENT**

Mrs. Bambridge – Mr. Bartlette  
That the meeting does now adjourn (8:39 p.m.)  
Carried.

---

Chairperson

---

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 12:30 P.M., MONDAY, JUNE 15, 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 (by phone), Dr. L. Ross.

Mr. D. Labossiere, Secretary-Treasurer.

Senior Administration: Mr. G. Malazdrewicz, Assistant Superintendent, Eunice Jamora, Assistant Secretary-Treasurer.

REGRETS: Dr. D. M. Michaels, Superintendent, Mr. J. Murray

**CALL:**

The Chairperson called the meeting to order at 12:31 p.m. and referred to the Call.

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

Approval of Collective Agreement between CUPE Local 737 and Brandon School Division.

Trustee Sefton added a Personnel item to the Agenda.

Dr. Ross – Mr. Bartlette

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

**IN COMMITTEE OF THE WHOLE IN CAMERA**

The proposed Agreement-In-Committee reached by the negotiating committees of the Brandon School Division and CUPE Local 737 for changes to the Collective Agreement for the four year period July 1, 2014 to June 30, 2018 was reviewed and discussed in detail.

Mrs. Bowslaugh – Mr. Buri

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

**IN BOARD**

80/2015

Mr. Buri – Ms. Bambridge

That the Agreement-In-Committee reached by the negotiating committees of the Board and CUPE Local 737 for changes to the Collective Agreement for the four (4) year period July 1, 2014 to June 30, 2018, be approved, and the Chairperson and Secretary-Treasurer be authorized to

affix their signatures and the seal of the Division to the collective agreement between the parties reflecting said changes.

Carried.

81/2015 Mr. Sumner - Dr. Ross  
That Greg Malazdrewicz be appointed Acting Superintendent, Chief Executive Officer effective June 15, 2015 until the return of the incumbent.

Carried.

Dr. Ross – Mr. Bartlette  
That the meeting do now adjourn (12:55 p.m.).

\_\_\_\_\_  
Chairperson

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

Kyleigh Bromley and Tyler Letkeman  
Vincent Massey High School  
Brandon, MB R7B 2H7  
204-729-3170  
[bromley.kyleigh@bsd.ca](mailto:bromley.kyleigh@bsd.ca)

RECEIVED

JUN 03 2015

Office of the Secretary Treasurer  
Brandon School Division

May 27, 2015

**Appendix 'A'**

Brandon School Board  
1031 Sixth Street  
Brandon, Manitoba  
R7A 4K5

Dear Members of the Brandon School Board:

From September 22<sup>nd</sup> to September 27<sup>th</sup>, 2015, two Student Council members will be representing Vincent Massey at the 2015 Canadian Student Leadership Conference in Halifax, Nova Scotia. Vincent Massey's student council President Bethel Abraham and Vice President Daniel Moss will be attending the conference. These students have all demonstrated effective leadership skills; we strongly believe that participating in this conference will allow them to further develop their skills. As a result, they will be able to apply their newly acquired knowledge and experiences in order to benefit Vincent Massey High School as a whole. Every year, our newly elected Student Council Executives attend this remarkable conference, and every year we see them inspired to make a difference in both our school and community.

The mission of the CSLC is "to foster leadership skills in our students today, allowing them to become effective leaders tomorrow in a growing and diverse society"<sup>1</sup>. The conference will allow students to develop their leadership skills through seminars, workshops, cultural events, and a series of keynote speakers. This is an excellent opportunity for our students to collaborate as well as make connections with other students in leadership positions from across Canada.

We are approaching the Brandon School Board with the request to help us cover the expenses of sending members of Vincent Massey's Student Council to the conference. The students have put forth some out-of-pocket funds, and we will be fundraising throughout the summer and in early September. Any financial support that you could provide us would be greatly appreciated, as the travel costs are quite large this year.

We sincerely thank you for your consideration of our request, and also for your continued support of our endeavours!

Sincerely,

Kyleigh Bromley and Tyler Letkeman

<sup>1</sup>"Mission Statement." *Canadian Student Leadership Conference 2010*. CASAA. <http://cslc2010.ca/>



**Crocus Plains Regional Secondary School  
Brandon School Division**

1930 First Street, Brandon, MB R7A 6Y6  
Phone: 204-729-3900 Fax: 204-727-2162  
www.bsd.ca/schools/crocus crocusplains@bsd.ca

RECEIVED

JUN 11 2015

Office of the Secretary Treasurer  
Brandon School Division

June 10, 2015

## Appendix 'B'

Dear Board Members,

The Student Council Executive Members at Crocus Plains Regional Secondary School have recently registered for the Canadian Student Leadership Conference (CSLC) in Halifax, NS from September 22-26. Our executive is comprised of three (current) grade 9 students that are motivated, energetic leaders of tomorrow. This will be their first high-school opportunity to participate in a national conference of this type and we are excited to watch the contribution that they will make to the school community over the next three years.

The fee for delegates is \$375 per attendee and approximately \$700 in flight costs plus additional expenses (hotel stays, meals, travel incidentals). We are sending 3 student delegates and 2 teacher supervisors at a total cost of approximately \$8100.

Mr. Gustafson (on behalf of Crocus Plains Secondary School) has committed some financial support to help offset costs such as substitute teacher coverage and advisor travel expenses. The student council has also been saving for 3 years – we have an account that was created when the three high schools in Brandon organized a Manitoba Student Leadership Conference in 2012 and the monies from that were ear marked to take a group of student leaders to CSLC. Our students that are planning to attend CSLC have been fundraising over the last month to help raise funds to offset the cost of the flights and travel incidentals that they will incur. We are hoping to further decrease the costs for these three families to make this amazing opportunity affordable to everyone.

The students that were selected to attend CSLC are some of the most hard-working energetic students that we have seen in our few years as Student Council teacher advisors. Their ability to motivate their classmates and put themselves “out there” to promote student council event is commendable. These students show amazing leadership potential and we are excited to be able to provide this opportunity to them and see the incredible things that they will do for Crocus Plains over the next 3 years! We are requesting any amount of financial assistance that the board could provide in order to offset the costs of this endeavour for our students and their families.

Thank you for taking the time to consider our request.

Sincerely,

Paula Nelson

Ramey Praznik



June 11, 2015

**Appendix 'C'**

Mark Sefton, Chair  
Brandon School Division Board of Trustees  
1031-6<sup>th</sup> Street  
Brandon, Manitoba R7A 4K5

Dear Mr. Sefton:

RE: SCENT/FRAGRANCE FREE POLICY 1023

The Brandon School Division Board of Trustees passed Policy 1023 Scent/Fragrance Free Facilities policy on September 9, 2013. To date the policy has not been enforced as we have been told with no procedures in place the policy cannot be enforced.

A meeting was to be held with a variety of community members on May 26, 2015 to discuss procedures for the policy. Our members are very concerned another school year is going to start with the policy not being enforced as it has no procedures. We are concerned not only with the health of our members but the health of the students in the Brandon School Division as fragrances have a negative impact on many of the students and staff of the Brandon School Division. We are aware some students and staff have had to go home due to the severity of an allergic reaction to fragrances.

Reviewing the policy we note appropriate signage for informing visitors of the fragrance limitations has not been utilized in our buildings.

Our members are requesting the procedures for this policy be fast tracked to ensure our students and staff have a healthy environment in our schools and buildings.

Yours truly,

A handwritten signature in black ink, appearing to read 'Jamie Rose'.

Jamie Rose, President  
CUPE Local 737

cc: Denis Labossiere, Secretary-Treasurer



# 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 'D'

June 10, 2015

Mr. Mark Sefton  
Chairperson  
Brandon School Division  
1031 – 6<sup>th</sup> Street  
Brandon, MB R7A 5K5

Dear Mark:

On behalf of the members of the Brandon Teachers' Association, I would like to take this opportunity to thank the Brandon School Division for its hospitality in providing the BTA with access to office space in the Division Administration Building.

For your information, in looking back at our records, I have been able to determine that the Brandon Teachers' Association has had a presence in the Division Administration Office for almost forty years.

I have always been under the impression that this relationship between BTA and BSD was unique, however, in consulting with other local Association Presidents throughout the province, I have discovered that this type of arrangement is, in fact, quite common. While this fact may be true, I would suggest that, from the perspective of the BTA, what has made our relationship different and unique from the others in the Province has been the development and fostering of a positive working relationship with the BSD employees in the Division Administration Office. Although BTA has always been a separate entity within the office, the BSD Administration Office staff has always been most welcoming and inclusive. This is a true testament to the professionalism and courtesy of your staff.

Brandon Teachers' Association completely understands the need of the Division to have at its disposal every square inch of available office space in order to continue to meet its growing needs. As this chapter closes for the Brandon Teachers' Association and a new one begins with our new business address in the Town Centre, it would be our sincere hope this positive working relationship with the Division will continue to remain a strong one.

Yours truly,

Alison Johnston  
President  
Brandon Teachers' Association

AJ/sb

c.c. Dr. D. Michaels, Superintendent/CEO  
Mr. D. Labossiere, Secretary-Treasurer



# BRANDON SCHOOL DIVISION

## Report of Senior Administration to the Board of Trustees

June 22, 2015

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- II. Human Resources
- III. Secretary-Treasurer
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  - 2. Diamond Jubilee (1960) Chapter IODE – Scholarships..... 1
- IV. Superintendent of Schools
- V. Senior Administration Response to Trustee Inquiries

### B. Administrative Information

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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.**

**Mr. G. E. (Greg) Malazdrewicz  
Acting Superintendent of Schools/  
Chief Executive Officer**

## A. Business Arising for Board Action

### I. PRESENTATIONS

### II. HUMAN RESOURCES

### III. SECRETARY-TREASURER

#### 1. COR ENTERPRISES INC. – ACADEMIC PROGRAM

For Action.....D. Labossiere

An Agreement has been drawn up for the delivery of an Academic Program development by the Division in partnership with COR Enterprises Inc. for a Level III student currently enrolled in the Brandon School Division (Appendix A). The Associate Superintendent has reviewed and approves of this Agreement. The Agreement is effective for the period September 8, 2015 to June 30, 2016. A motion is included in the agenda for Board consideration. Please contact me should you require further information.

**RECOMMENDATION:**

*That the Service Purchase Agreement between COR Enterprises Inc. and Brandon School Division for the delivery of an Academic Program developed by the Division in partnership with COR Enterprises Inc. for a Level III student for the 2015/2016 school year be approved in the amount of \$20,515 for the period September 8, 2015 to June 30, 2016; and the Chairperson and Secretary-Treasurer are hereby authorized to sign same on behalf of the Division.*

#### 2. DIAMOND JUBILEE (1960) CHAPTER IODE – SCHOLARSHIPS

For Action.....D. Labossiere

The Diamond Jubilee (1960) Chapter IODE would like to establish awards for a female and a male student graduating from the Neelin High School Off-Campus Program. The conditions for establishing the award have now been completed and an Agreement has been prepared. The award is to be known as the “The Diamond Jubilee (1960) Chapter IODE Scholarship” in the amount of \$100.00 for the 2014-2015 school year for a graduating female and a graduating male student from the Neelin High School Off-Campus Program. The Agreement is attached as Appendix B. A recommendation approving the Agreement is included in the agenda. Please contact me should you have any questions in this regard.

**RECOMMENDATION:**

*That the Agreement for establishment of two (2) awards, for a female and a male student graduating from the Neelin High School Off-Campus program to be known as the “The Diamond Jubilee (1960) Chapter IODE Scholarship” in the amount of \$100.00 each for the 2014-2015 school year be approved and the*

Chairperson and Secretary-Treasurer are hereby authorized to affix their signatures and the seal of the Division 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 Facilities advising of an accident on Wednesday, June 10, 2015 involving the Brandon School Division Maintenance truck #4. The driver of the Maintenance truck turned towards the sheds on the North side of George Fitton School and hit the low rail pipe fence, damaging the passenger side of the truck. The left side of the cab corner and the left side of the truck box were damaged. There were no injuries and the accident was reported to Manitoba Public Insurance. This is provided as information.

**III. SUPERINTENDENT OF SCHOOLS**

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

For Information.....G. Malazdrewicz

**A. ACADEMIC PREPAREDNESS**

**ACADEMIC PREPAREDNESS AT RIVERVIEW SCHOOL**

*Report prepared by Mr. Kelly Braun, Principal, Riverview School*

One of the current foci at Riverview School is to maximize student learning in literacy with specific focus in the area of “Reading Comprehension”. As one of our approaches to support this goal, we use a Brandon School Division program called “Empower Reading”. The program’s key focus is to help struggling Middle Years

students with their reading skills. For the past four years, Riverview School has been using the Empower Reading Program on three to seven students outside of the regular classroom. The program is administered during our Literacy Support blocks. They are given the opportunity to learn and practice reading strategies that will help them become more confident and independent readers and spellers. This program is delivered in forty-five to sixty minute blocks five to six times per week. The Empower Reading Program consists of one hundred ten (110) lessons and takes approximately a school year to complete. We have seen great reading level growth from this initiative. We have also seen greater student engagement in reading and an increase in student self-esteem. This past February five of our Middle Years students finished the Empower Reading Program. The students' proficiency increased between seven to ten reading levels and three out of the five students are now reading at grade level. Our Empower Reading/Literacy Support teacher reports that she can address specific learning needs more rapidly, and therefore, support students reading growth with this model.

### ***Student Achievements***

This year Ms. Nicol's grade 3/4 class participated in the Hannah Taylor "Ladybug Foundation". This is a resource to learn about the causes and effects of poverty issues and the safety and security issues for vulnerable sectors of our community. They learned about hunger and homeless issues nationally and how they affect children, youth, and families in Brandon. This year the class has partnered in learning with the Marquis Project, the Samaritan House, The Canadian Mental Health Association, the Brandon Neighborhood Renewal Corporation, and The Brandon Community Garden Network. They have planted two garden plots at the Riverview Community Garden with the goal of donating food to the Samaritan House. From this initiative an after school garden club has been formed. Ms. Nicol's class has been invited to the opening ceremonies of the new Brandon Neighborhood Development Corporation headquarters in Brandon where they will contribute an individual art piece as to what "Home" means to them. The students have learned through meaningful "hands-on" experiential learning activities that "Math in the Real World" drives their learning in Math content areas.

On May 20, 2015 of this year Brooklyn Maguathi of Riverview School was nominated for, and received the 2015 MTS Young Humanitarian Award. At this time she received a medal, a certificate, and a financial award to be used as she chooses. Brooklyn Maguathi is a grade 3 student who is nine years old. Brooklyn's activism commenced when she was four years old when she joined a Relay for Life team. In order to raise the desired donation/entry fee (\$100.00) she created a lemonade stand which resulted in a \$1,000.00 donation to the Canadian Cancer Society. The following year Brooklyn entered her own team by recruiting friends to join her "Zooperstars" team. Brooklyn was inspired by Spencer West's "Walk for Water" and because she could not join Spencer on his walk she did her own – choosing to walk 20km which is the typical distance girls and women walk to gather water in many less fortunate countries of the world. Brooklyn gathered pledges and with her

mother and auntie at her side she completed her walk in the pouring rain. The local newspaper highlighted Brooklyn's pursuit as an inspirational and motivational independent, individual act of caring. Brooklyn surpassed her \$1,000.00 goal (the cost of providing clean water for forty people for life) and raised \$1,200.00. Brooklyn has set a goal of raising the amount of \$10,000.00 to build a school in a *Free the Children* community. Through bake sales, yard sales, and used toy sales Brooklyn has raised \$2,500.00 to date. In 2014 the Kielburger Foundation "Free the Children" made a personal invitation to Brooklyn to join them for the "We Day" luncheon. In the summer of 2014 Brooklyn hosted a school supply drive which resulted in the donation of various school supplies which she delivered to our school. Brooklyn belongs to Girl Guides and has participated in many service projects with this organization. On June 25, 2015 Mr. Norm Gould, president of the Manitoba Teachers' Society, will present Brooklyn with a certificate of merit to be placed in the school.

## **B. GLOBAL CITIZENSHIP**

### **GLOBAL CITIZENSHIP AT BETTY GIBSON SCHOOL**

*Report prepared by Mr. Phil Vickers, Principal, Betty Gibson School*

To support our Global Citizenship goal at Betty Gibson School staff created a "Culture Club".

Betty Gibson Staff and grades 4 to 8 students were invited to participate in this inclusive culturally focused noon hour club. The goal of the club was to create global awareness and to create opportunities for hands on learning about a wide range of aspects of different cultures. Participants were encouraged to speak freely about their ideas, beliefs and own experiences. Guest speakers from the community presented on their culture and discussed their experiences with cultural diversity.

This project increased community/school cultural links and cultural proficiency among students and staff at Betty Gibson School. Participants were able to appreciate, value and respect the rich knowledge of our students, parents, neighbours and staff members.

Students took on a leadership role in this project by translating for the teacher and helping to co-ordinate their parents' presentation time, length and topics. Many parents who otherwise would not have had an opportunity to come into the school were very enthusiastic to share their culture and their experiences in Canada. Some amazing presentations were created at home by parents and all of the children in their family. We had great lunch hours learning about and discussing Nigeria, Philippines, Mauritius, and Guatemala.

On average, twenty five to thirty students and staff attended each session. Some students chose to attend sessions out of respect for classmates presenting and then decided to remain in "Culture Club". Five different families presented their

community. Many presenters (parents) often relied on their older children to translate presentation times as well as proofread and help with technology.

Students expressed verbally and in their journals how exciting it was to learn about where their friends came from. They especially celebrated the pride their classmates felt when they presented on their culture. It was also a very big deal for these students to walk around the school with pride directed towards their parents and their personal values, beliefs and life experiences.

These presentations opened up authentic opportunities for staff to communicate with parents on a personal level. Many presenters could not believe that they would be given a gift for presenting to “Culture Club”! Presenters were honoured to be asked to share their culture.

### **C. HEALTH AND WELLBEING**

#### **HEALTH AND WELLBEING AT KIRKCALDY HEIGHTS SCHOOL**

*Report prepared by Mr. Harvey Laluk, Acting Principal and Ms. Nicole Warwaruk, Vice-Principal, Kirkcaldy Heights School*

The primary activity accomplished this year was a staff action research book study of “Lost At School” written by Dr. Ross Greene. The behaviour program suggested in the book received wide appeal from the twenty staff as a resource in understanding student behaviours. As a result, many of the staff will act as mentors to each other as they expand their skills using the Behaviour Intervention Plans in 2015/2016. This professional learning community met monthly before school and all benefited from the dialogue.

The staff also worked with administration to review and revise the WITS (walk away, ignore, talk it out, seek help) behaviour program at the school considering expectations, process, and consequences of code of conduct behaviours. This review was then shared with all staff, parents, and students.

The Youth Revolution continued to accomplish meaningful school and community projects:

- Constable McCallum has presented in classrooms about bullying and its effects;
- Day of Pink t-shirt sales ;
- school participated in Day of Pink;
- seven grade 7 students participate in the two day training session for “Beyond the Hurt” which is a bullying prevention program. Students will be going into classrooms to do presentations;
- introduced “Buddy Bench “to students with school-wide presentation on bullying and its effects; and
- grade 6 students were active participants in Career Trek.

Finally, with the help of our PAC (Parent Advisory Council), we organized school-wide classroom movement for each class. Rather than mandate a singular program; we allowed teachers to acquire video programs to assist with brain body breaks. The students benefit with class-wide movement, are having fun, and are more engaged in learning afterwards.

***Student Achievements***

- The grade 1s in Science studied Beavers, the symbol of Canada, created a shoebox diorama displaying many interesting facts about beavers.
- The grade 3s in Science studied structures and designed/built bridges and tested their stability.
- The grade 4s communicated monthly with a “Pencil Pals” class from The Pas, MB.
- The grade 6s studied WW II and presented their projects to various teachers and Administration. The projects varied from dioramas, IMovies, posters with pictures and information, as well as handmade artifacts.

**2. DIVISIONAL INITIATIVES**

For Information.....G. Malazdrewicz

**A. HEALTH AND WELLBEING**

**STORYTIME**

***Report prepared by Ms. Veronica Adams, Inter-Agency Articulation Specialist***

Brandon School Division partnered with the Shoppers Mall and Coles Bookstore to implement a monthly Storytime event at the Shoppers mall from January to June this year. Brandon School Division partners included the Inter-Agency Articulation Specialist and four Speech-Language Pathologists.

Brandon Shoppers Mall managed the logistics of the event including the branding, microphones, mats for children to sit on, and providing information on social media including Twitter and Pinterest. The Speech-Language Pathologists selected the books, developed handouts for parents that included tips for reading with preschool children as well as extension activities for the story that was read each month. As well, we supported advertising the event with community partners. Our readers have included Kevin Tacan, Aboriginal Elder; Speech-Language Pathologists Lori Morningstar, Lynda Sumner, Nadine Fort, Rene Snowdon; and Vanda Mitri, Reading Recovery Specialist.

After each event, participants were edible to win one of several prizes including a \$50.00 gift card (donated by the Shoppers Mall), a copy of the book read (donated by the Brandon School Division) and other prizes that have been provided by various stores in the mall. Coles Bookstore also provided a fifteen percent (15%) discount for ‘Storytime’ book purchases.

Our goals for Storytime include:

1. To provide a wide variety of rich language experiences for children through children’s literature oral storytelling, songs, action rhymes, games and interactive conversations.
2. To model reading and storytelling for parents.

The attendance exceeded the committee’s expectations! Along with the children registered we had parents, grandparents and infants that attended.

Month	Children Registered
January	39
February	40
March	59
April	83
May	68
June	70



Because of our success this year, we are planning to hold Storytime from September to June during the 2015/2016 school year. There is planning for a ‘special’ July event this summer as well.

### 3. ADMINISTRATIVE AND STATISTICAL INFORMATION

#### SUSPENSIONS

SCHOOL	NO./STUDENTS	NO./DAYS	REASON
Crocus Plains	5 total	1 – 4 day	Unacceptable Behaviour
		2 – 5 day	Cyberbullying
		2 – 5 day	Unacceptable Behaviour
Earl Oxford	1 total	1 – 3 day	Assaultive Behaviour
George Fitton	1 total	1 – 5 day	Assaultive Behaviour
King George	3 total	1 – 3 day	Unacceptable Behaviour
		1 – 5 day	Unacceptable Behaviour
		1 – 7 day	Unacceptable Behaviour
Neelin	3 total	1 – 5 day	Drug and Alcohol Policy
		1 – 10 day	Drug and Alcohol Policy
		1 – 15 day	Drug and Alcohol Policy



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

The Brandon School Division Currently has 1382 English as an Additional Language (EAL) Students.

- 11 new registrations were received from May 1 - 31, 2015;
- 7 students left the Brandon School Division from May 1 - 31, 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
April 2015	9
May 2015	11
<b>Total</b>	<b>231</b>

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	133	6	20		
Crocus Plains	181	28	27	47	
Earl Oxford	59	6	4		
George Fitton	98	9	4		
Green Acres	24	3	1		
Harrison	0				
J.R. Reid	38	3			
King George	114	5	6		
Kirkcaldy Heights	32	3			
Linden Lanes	27		2		
Meadows	90	15	15		
Neelin	34	7	5		
New Era	112	4	20		
O'Kelly	31	2	5		
Riverheights	95	3	6		

	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
Riverview	43	2	6		
Spring Valley	31				
St. Augustine	50	1	6		
Valleyview Centennial	14				
Vincent Massey	123	7	10	23	36
Waverly Park	53		2		
Total	1382	105	139	70	36

The number of students who left Brandon School Division from May 1 - 31, 2015 is seven (7). Of these students:

- two (2) moved out of province; and
- five (5) withdrew with no exit path indicated.

To date seventy-three (73) Kindergarten students have registered for the 2015/2016 school year. Of these, forty-eight (48) students were Canadian born.

#### **4. COMMUNITY CONNECTIONS**

For Information.....G. Malazdrewicz

#### **BRANDON COMMUNITY DRUG AND ALCOHOL EDUCATION COALITION MEETING / MAY 28, 2015**

On May 28, 2015 the Brandon Community Drug and Alcohol Education Coalition met for their regular meeting.

Ms. Angela McGuire Holder, Brandon Community Drug and Alcohol Education Coalition Coordinator reported that parent programs were ran through Westman Communications Group (WCG) this year. WCG runs the presentations four or five times a month. This made it very easy for parents to get the information. Ms. McGuire also reported on the Youth Revolution events and community partnership projects that have been taking place. The final event for the year will be the Youth Revolution Students of Distinction Celebration held June 19, 2015.

Partner updates were given from all members who were able to attend. Some key points of the presentation included:

- Addictions Foundation of Manitoba, noted that with the new budget unfolding there are no anticipated changes to their existing programs;
- Assiniboine Community College is still working to build communities within the college. There is a big push to be more welcoming for Indigenous students;

- July 19 to July 26, 2015, the Brandon Friendship Center will be hosting the National Association of Friendship Centers AGM. The first three days will have youth workshops;
- Child and Family Services have started a well-being group for students in care. The group focuses on the loss children have gone through by being in care and how they can move forward; and
- Family Services and Labor have seen a movement to a centralized government.

Several comments were made on the Community Mobilization Program. Chief Ian Grant, Brandon Police Service, thanked all of the agencies that are involved in the program. April 27, 2015 was the kickoff to the Community Mobilization Program in Brandon. The Community Mobilization Team works with people who are at an acutely elevated level of risk. So far close to a dozen cases have been worked on with a number of concerns dealt with.

It was a very informative meeting.

## **5. CORRESPONDENCE**

For Information.....G. Malazdrewicz

### **CORRESPONDENCE RECEIVED FROM JAMES ALLUM, MINISTER OF EDUCATION AND ADVANCED LEARNING TO MR. DAVE LIM, PRINCIPAL, MEADOWS SCHOOL**

The following correspondence has been received from James Allum, Minister of Education and Advanced Learning to Mr. Dave Lim, Principal, Meadows School:

*Thank you for your application for a Manitoba Scientists in the Classroom grant for 2015-2016. I am pleased to inform you that \$500 has been awarded to your school.*

*The response to the Manitoba Scientists in the Classroom grant initiative has been very good. In fact, we have received more applications than we are able to support. Therefore, we have not been able to award the full amount requested in every case. Our priority has been to fund a wide variety of projects in all regions of the province.*

*Thank you for your interest and participation in this program.*

### **CORRESPONDENCE RECEIVED FROM DARRYL GERVAIS, DIRECTOR, MANITOBA EDUCATION AND ADVANCED LEARNING TO MS. CATHIE CULLEN, TEACHER, J. R. REID SCHOOL**

The following correspondence has been received from Darryl Gervais, Director, Manitoba Education and Advanced Learning to Ms. Cathie Cullen, Teacher, J. R. Reid School:

*I am pleased to inform you that you have been selected as a member of the Report Card Grade Scale Profiles Teacher Working Group for the 2015/2016 school year. The Instruction, Curriculum and Assessment Branch recognizes and appreciates the effort, expertise, and professionalism that each of you will bring to the group.*

*The lead for the working group is Bruce Lyons. He will contact you to provide further information about the first meeting, which will be via GoToMeeting and teleconference the afternoon of June 5, 2015.*

*There will be approximately 12 days of teacher release time required in the 2015/2016 school year. As stated in the initial letter, some release time may also be provided when needed for preparation and to extend the work of the group into your school and school division. The department will cover costs according to government guidelines, including substitute teacher costs upon receipt of an invoice from the division office or school.*

*I hope you find the experience to be a rewarding one.*

THIS AGREEMENT made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 2015

BETWEEN:

**BRANDON SCHOOL DIVISION**

Hereinafter call the Division

Of the First Part,

- and -

**COR ENTERPRISES INC.**

WITNESSETH THAT:

WHEREAS a Level III student is currently enrolled in the Brandon School Division;

AND WHEREAS an Agreement has been reached between the Division and COR Enterprises Inc. who will facilitate the delivery of the Academic Program developed by the Division in partnership with COR Enterprises Inc. for the student;

AND WHEREAS the Division receives Level III grant funds of approximately \$20,515 annually to assist in the delivery of the Academic Program for the student and has agreed, subject to the terms of this Agreement, to turn a portion of those grant funds over to COR Enterprises Inc.

NOW THEREFORE this Agreement witnesseth that in consideration of the mutual covenants and agreement herein contained, the Parties agree as follows:

- a) COR Enterprises Inc. covenants and agrees to facilitate the delivery of the services as approved by the Brandon School Division for the Level III student and to facilitate the delivery of the same in non-divisional premises.

- b) In consideration of the assumption by COR Enterprises Inc. for responsibility to facilitate the delivery of the Academic Program, the Division covenants and agrees to transfer to COR Enterprises Inc. the applicable portion of the Level III grant which it receives from the Province of Manitoba, the grant is currently in the approximate amount of \$20,515 annually.
- c) This Agreement shall commence on the 8<sup>th</sup> day of September, 2015 (the "Effective Date") and shall continue until the 30<sup>th</sup> day of June, 2016.
- d) COR Enterprises Inc. agrees to indemnify and save harmless the Division for any claim which might be made against the Division, from and including the Effective Date, with respect to its primary responsibility to facilitate the delivery of the services for the Level III student.
- e) This Agreement may be terminated on 30 days notice by either party.
- f) This Agreement shall enure to the benefit of and be binding upon the Parties hereto, their respective successors and assigns.

IN WITNESS WHEREOF the Division has executed these presents by the hand(s) of its proper signing officer(s) in that behalf, this \_\_\_\_\_ day of \_\_\_\_\_, 2015, and COR Enterprises Inc. has executed these presents by the hand(s) of its proper signing officer(s) in that behalf, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

BRANDON SCHOOL DIVISION

COR ENTERPRISES INC.

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
SECRETARY-TREASURER

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

BETWEEN:

Diamond Jubilee (1960) Chapter IODE  
Hereinafter called IODE

AND:

THE BRANDON SCHOOL DIVISION  
Hereinafter called the Division

WHEREAS IODE has offered to fund an award in the Brandon School Division;

AND WHEREAS the monies for this award will be provided for the 2014-2015 School year;

NOW THEREFORE, the parties hereto mutually agree as follows:

1. That the name of the scholarship shall be known as "The Diamond Jubilee (1960) Chapter IODE Scholarship".
2. That the scholarship shall be in the amount of \$100.00 and shall be awarded to a female graduating student from the Neelin High School Off-Campus Program.
3. That the application guidelines for this award shall be as follows:
  - a. A female who has Graduated/Completed the Grade 12 Program of Studies through attendance in the Off-Campus Program;
  - b. Enrolment in a Post Secondary Program;
  - c. Financial Need.
4. That the Division will select the successful student and notify Ms. Judith Macdonald, Secretary, Diamond Jubilee Chapter IODE, in order that a member of Diamond Jubilee Chapter may participate in the annual award presentation. The preparation of a letter or certificate to be given to the recipient shall be the responsibility of IODE. The actual payment of the award shall be made by the Brandon School Division's Friends of Education Fund, upon presentation by the recipient of proof of her successful enrolment in a post secondary institution or program at which time a check in the amount of \$100.00 will be forwarded to the student's account at that institution or program.
5. That this Agreement shall remain in effect for the 2014-2015 school year.

DATED at Brandon, Manitoba this \_\_\_\_\_ day of \_\_\_\_\_, 2015

AGREED to on behalf of The Brandon School Division

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
SECRETARY-TREASURER

AGREED to on behalf of Diamond Jubilee (1960) Chapter IODE.

\_\_\_\_\_  
President

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

BETWEEN:

Diamond Jubilee (1960) Chapter IODE  
Hereinafter called IODE

AND:

THE BRANDON SCHOOL DIVISION  
Hereinafter called the Division

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5. That this Agreement shall remain in effect for the 2014-2015 school year.

DATED at Brandon, Manitoba this \_\_\_\_\_ day of \_\_\_\_\_, 2015

AGREED to on behalf of The Brandon School Division

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
SECRETARY-TREASURER

AGREED to on behalf of Diamond Jubilee (1960) Chapter IODE.

\_\_\_\_\_  
President