

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, FEBRUARY 27, 2012.

PRESENT:

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

Secretary-Treasurer, Mr. K. Zabowski and Recording Secretary, Ms. S. Bailey.

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

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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Secretary-Treasurer, Mr. Zabowski, noted he had one In-Camera item regarding a Board Operations matter.

Superintendent, Dr. Michaels, confirmed she had two personnel matters to be discussed In-Camera.

Mr. Murray – Mr. Bartlette

That the agenda be approved as amended.

Carried.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Regular Board Meeting held February 13, 2012 were circulated.

Mr. Kruck – Mr. Bartlette

That the Minutes be approved as circulated.

Carried.

- b) The Minutes of the Special Board Meeting held February 21, 2012 were circulated.

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

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

2.02 Reports of Committees

- a) Policy Review Committee Minutes

The written report of the Policy Review Committee meeting held on February 7, 2012 was circulated.

Clarification was requested as to whether or not the Committee had reviewed other school division policies regarding private sponsorship. It was noted Senior Administration had provided a number of such policies for the Committee's information.

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

- b) Facilities and Transportation Committee Minutes

The written report of the Facilities and Transportation Committee meeting held on February 8, 2012 was circulated.

Clarification was requested as to the reason Meadows School Playground was being moved. It was noted the playground was to be moved to allow for the construction of the elevator at the school.

Mr. Karnes – Mr. Kruck
That the Minutes be received and filed.
Carried.

- c) Finance Committee Minutes

The written report of the Finance Committee meeting held on February 13, 2012 was circulated.

Mr. Snelling – Dr. Ross
That the Minutes be received and filed.
Carried.

d) School Division/Parent/Guardian Advisory Committee Minutes

The written report of the School Division/Parent/Guardian Advisory Committee meeting held on February 15, 2012 was circulated.

Trustees requested clarification regarding the parents' interpretation of the word "blatant" sponsorship. Inquiries were made regarding how parent concerns were being addressed with respect to the dress code and soft drinks in the drink machines at the high schools. Discussions were held regarding the space in Earl Oxford School which currently held the B.J. Hales Museum.

Mr. Sumner – Mr. Kruck

That the Minutes be received and filed.

Carried.

e) Divisional Futures and Community Relations Committee Minutes

The written report of the Divisional Futures and Community Relations Committee meeting held on February 16, 2012 was circulated.

Mrs. Bowslaugh – Mr. Snelling

That the Minutes be received and filed.

Carried.

f) BTA/BSD Liaison Committee Minutes

The written report of the BTA/BSD Liaison Committee meeting held on February 16, 2012 was circulated.

Clarification was requested regarding the number of substitute teachers currently on the substitute list and if the number in February was lower than typical. Director of Human Resources, Ms. Switzer, noted there were 156 substitute teachers under contract. She confirmed February is the month when the Division is typically short on substitute teachers. This month there were approximately 70 substitute teachers not available.

Mr. Sumner – Mrs. Bowslaugh

That the Minutes be received and filed.

Carried.

g) Other

- Trustee Bowslaugh referenced the Joint City Task Force Committee meeting held on January 31, 2012 wherein the Mayor and the Board Chairperson had been invited to attend.
- Trustee Bowslaugh also referenced the Divisional Futures and Community Relations Committee meeting held on February 23, 2012 with Mr. Kevin Chief, the Minister of Children and Youth Opportunities.

2.03 Delegations and Petitions**2.04 Communications for Action**

- a) Kerry Malazdrewicz, Melissa Stoesz, Bailey Kelleher, Sean Piche, École Secondaire Neelin High School, January 31, 2012, noting while attending the Canadian Student Leadership Conference in Corner Brook, Newfoundland they had the opportunity to hear Justin Boudreau speak. His keynote is entitled, "Be YOUUnique" and his message "makes it clear that if your goals become your priority, results will follow". Neelin's Student Council has planned their annual Wake-a-thon fundraiser in conjunction with Mr. Boudreau's presentation. All funds raised will be donated to a project he is spearheading to help the people of Slave Lake, AB. By inviting Mr. Boudreau to speak, they hope to increase student engagement and participation in this fundraising project and bring awareness to the difficulties at Slave Lake. The cost to bring Mr. Boudreau to Neelin is \$1,850. Mr. Adamski has committed some financial support from the school and the rest of the cost will be covered by their Student Representative Council funds. They are requesting any financial support which can be made available by the Board in order to offset this cost.

Referred Business Arising.

2.05 Business Arising**- From Previous Delegation****- From Board Agenda**

- a) The correspondence from Kerry Malazdrewicz, Melissa Stoesz, Bailey Kelleher, Sean Piche, École Secondaire Neelin High School, from Communications for Action 2.04a), noting they have invited Mr. Justin Boudreau to speak to the school as part of their Wake-a-thon Fundraiser and requesting any financial support was referred to motions.

- MSBA issues (last meeting of the month)

- 1) The MSBA Resolutions to be debated at the 2012 Annual Convention were reviewed and discussed. The Board expressed concern regarding the proposed amendment to By-Law #4 – "Annual Convention". They noted that resolutions brought to the Convention floor and defeated one year, should be allowed to be brought back in another year as often new information is available to support a resolution previously defeated. Examples of returning resolutions being approved in the past were provided. Trustees also reviewed the various resolutions to be brought forward by the Brandon School Division at Convention and determined who on the Board would be seconding those resolutions.

- From Report of Senior Administration

- a) School Reports – NIL
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report - NIL

2.06 Public Inquiries (max. 15 minutes)

- 1) Mr. Darren Hardy, President of the Brandon Teachers' Association noted at the All-Day Budget Meeting there were items which had been combined and assigned a dollar figure. Senior Administration was then directed to disburse the funds at their discretion based on the area of greatest need. Mr. Hardy inquired about a timeline as to when the public will learn how those funds will be disbursed. Superintendent, Dr. Michaels, noted the process to be followed. She stated she will be meeting with school principals and vice-principals in March to receive their feedback. The information provided will then be reviewed by Senior Administration. She confirmed the information would be available by Spring Break.
- 2) Ms. Deb Arpin, President of CUPE Local 737, thanked the Board of Trustees for allowing support staff to participate in the Wellness Presentation at the Victoria Inn on February 24, 2012. She noted CUPE is pursuing changing their Pension Plan from participation in the MSBA plan to participation in a defined benefit plan. She asked the Board to network on this matter at the MSBA Convention with other Trustees. Trustees asked questions for clarification purposes. It was agreed this matter would be forwarded to the Personnel Committee for further discussions.

2.07 Motions

19/2012 Mr. Murray – Dr. Ross

That Procedures 1013.1 – “Workplace Safety and Health – Inspections” be amended as follows:

- Divide the paragraph under “Scheduled Inspections” into 6 separate paragraphs;
- Change the word “Each School” to read “All high schools” in the third paragraph and “All K-8 schools” in the last paragraph under “Scheduled Inspections;”
- Move the word “Normally” to the beginning of the sentence in paragraph 5 under “Scheduled Inspections.”

It was noted these changes were for housekeeping purposes only.

Carried.

20/2012 Mr. Karnes – Dr. Ross

That the Brandon School Division support the Meadows School Parent Council in the amount of \$5,853 to offset the costs of relocating the Meadows School Playground be approved and be funded from Accumulated Surplus.

Further clarification was requested by Trustees as to why the playground was being relocated; where it was being relocated to; what from the old structure was being included in the relocation; and what was the breakdown of the cost involved.

Carried.

21/2012 Dr. Ross – Mr. Karnes

That the request from École Secondaire Neelin High School for financial support to bring Mr. Justin Boudreau to speak to the school as part of their Wake-a-thon Fundraiser, be approved in the amount of \$200.00.

Carried.

2.08 Bylaws

NIL

2.09 Giving of Notice

NIL

2.10 Inquiries

- Trustee Inquiries

- 1) Trustee Bartlette requested clarification regarding substitute teacher hires. He asked if substitute teachers were required to list their availability at the time of signing. The Director of Human Resources noted that substitute teachers are bound by their contracts. She confirmed substitute teachers are required to identify dates they are unavailable through the Employee Connect program. She further confirmed that 70% of those substitute teachers mark their availability for the year at the time of contract signing and do not make any changes.

- 2) Trustee Bowslaugh requested the following:

“Last year the Division Futures and Community Relations Committee met with ACC representatives, including Ms. Hargreaves, who is in charge of the Educational Assistant Certification. She had said that we should communicate with her regarding specifics of the program which would help meet our needs. Have we had the opportunity to pursue this matter?”

Superintendent, Dr. Michaels, confirmed that the matter has been pursued. She noted a meeting with Assiniboine Community College is scheduled for May 2, 2012.

- 3) Trustee Bowslaugh also requested the following:

“Does all the area surrounding Meadows School Building belong to the Brandon School Division? There had been a paddling pool on the north end of the yard which leads the taxpayer who inquired to believe the land in question may not belong to the Brandon School Division.”

The Chairperson of the Facilities and Transportation Committee noted there are some areas around Division schools that still belong to the City. He was not sure if this included Meadows School. He requested the matter be referred to the Facilities and Transportation Committee for further discussion and review.

- 4) Trustee Sumner requested the following:

“I request that the Finance Committee, in co-operation with the Secretary-Treasurer, provide a report to the Board on the possibility of establishing a process for the disposal of surplus funds that provides the opportunity for input from Senior Administration, the public, and other stakeholders, prior to any such expenditure, with consideration to the Board's governance goal of enhancing relations with the community through a rigorous, comprehensive, communications approach. Timeline: Following completion of budget.”

- 5) Trustee Ross gave notice to the Board that she would be bringing back to the Board Table on March 12, 2012, discussions regarding Full Day Every Day Kindergarten. She asked that Senior Administration provide information regarding the percentage of Aboriginal children who would be served by the proposed expansion of the Full Day Every Day Kindergarten.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Secretary-Treasurer, Mr. Zabowski, noted the proposed budget as set forth on February 21, 2012 had been included in the Report of Senior Administration for the Board's information.

Superintendent, Dr. Michaels, highlighted the following items in the Report of Senior Administration:

- Literacy Support Programming (K-8) – Progress Update;
- Regional/Provincial Spelling Bee Champion, Eric Lin, Grade 8 Student at Waverly Park School;
- Tell Them From Me Survey;
- Meeting with Chief of Police, Brandon Police Service - January 31, 2012;
- Meeting with Deputy Minister of Education – February 2, 2012;
- Meeting with Representatives of Brandon Police Service and John Howard Society – February 13, 2012.

Trustees commended Senior Administration for the Student Voice survey. They noted the information provided was invaluable. The Board also directed that a letter of congratulations be forwarded to Eric Lin of Waverly Park School for his accomplishments in the Regional and Provincial Spelling Bee. Clarification was requested with respect to the nature of the discussions revolving around parent fundraising at the Senior High Access Committee meeting. Dr. Michaels confirmed that any fundraising involving liquor – such as “Bud and Spud” evenings, were not to include the School or Division name.

Mr. Murray – Mrs. Bowslaugh
That the report be received and filed.

Carried.

3.02 Communications for Information

- a) George Marshall, Vice-Chair, Board of Trustees, River East Transcona School Division, February 8, 2012, nominating Trustee Peter Kotyk for the position of Vice-President (School Boards larger than 6,000) of the MSBA and Trustee Wayne Ritcher for the position of Director – Region 5.

Ordered Filed.

- b) Robert Rivard, President, Manitoba School Boards Association, February 13, 2012, addressed to Gerald Farthing, Deputy Minister and Chair, The Public Schools Finance Board, regarding physical space allocations for primary classrooms in new school construction. The Executive of the MSBA has three concerns with respect to space and the proposed limit to K-3 class size. First, primary classrooms must be able to accommodate experiential, play-based learning that is typically characterized by multiple activity centres and significant and frequent movement of students in classrooms. Second, inclusive classrooms must be able to accommodate students who require the use of specialized equipment like wheelchairs and walkers and/or the individualized support of educational assistants working alongside the student in the classroom. Finally, the proposal to limit grade 1-3 classroom spaces in new schools to less than the standard 860 square feet will limit the flexibility to use these same classrooms for other grade levels and/or potentially larger student numbers in future years. The Executive expresses caution that these same considerations are valid with respect to portables and renovations to existing school facilities. They urge the Public Schools Finance Board to maintain the current standard of 860 square feet for all classroom spaces in Manitoba public schools, including those intended for early years students.

Ordered Filed.

- c) Aileen Najduch, Assistant Deputy Minister, School Programs Division and Jean-Vianney Auclair, Assistant Deputy Minister Bureau de l'éducation française Division, Manitoba Education, February 2012, addressed to Superintendents of School Divisions and noting that according to feedback received, a significant number of schools across Manitoba would implement the provincial report card as of September 2012, if implementation were to become voluntary. In order for the Department to better support implementation, Divisions are asked to complete the enclosed form to indicate the Division's intentions with respect to voluntary implementation in the fall of 2012. Report card templates and related

documents will be posted on the website as they become available at: www.edu.gov.mb.ca/k12/assess/report_card.html The Department will be providing training sessions in the spring of 2012 to all school divisions. Similar training opportunities will be provided in 2012-2013 in preparation for province-wide implementation in September 2013.

Referred to Superintendent's Office.

3.03 Announcements

- a) Joint Meeting with City of Brandon – 6:00 p.m., Wednesday, February 29, 2012, Discovery Centre, Brandon, MB.
- b) Special Board Meeting – 7:00 p.m., Monday, March 5, 2012, Board Room.
- c) Policy Review Committee Meeting – 11:30 a.m., Wednesday, March 7, 2012, Board Room.
- d) Education Committee Meeting – 11:30 a.m., Thursday, March 8, 2012, Board Room.
- e) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, March 12, 2012, Board Room.

POINT OF PRIVILEGE: Secretary-Treasurer, Mr. Zabowski, confirmed the Public Schools Finance Board would be attending the Facilities and Transportation Committee Meeting to be held on March 21, 2012.

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 noted.
- b) Superintendent, Dr. Michaels, presented information regarding staffing changes in the Superintendent's office.
- c) Superintendent, Dr. Michaels, presented information under Policy 5026.

- Trustee Inquiries**4.03 Property Matters/Tenders****- Reports****- Trustee Inquiries****4.04 Board Operations****- Reports**

- a) Secretary-Treasurer, Mr. Zabowski, spoke to a Board Operations matter.

- Trustee Inquiries

Mr. Snelling – Mr. Kruck

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

Carried.

IN BOARD

5.00 ADJOURNMENT

Mr. Snelling – Mr. Murray

That the meeting does now adjourn (9:20 p.m.)

Carried.

Chairperson

Secretary-Treasurer