



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, SEPTEMBER 12, 2016.

PRESENT:

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

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

Senior Administration: Dr. M. Casavant, Superintendent/CEO, Mr. M. Gustafson, Assistant Superintendent, Mr. G. Malazdrewicz, Assistant Superintendent, Ms. E. Jamora, Assistant Secretary-Treasurer.

REGRETS:

Ms. B. Switzer, Director of Human Resources.

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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Trustee Kruck noted he had one item for In-Camera.

Trustee Bambridge noted she had one oral report from the Trustee Evaluation Ad-Hoc meeting.

Trustee Sefton noted he had one item for In-Camera.

Mr. Gustafson, Assistant Superintendent, noted he had one student matter for In-Camera.

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

Mr. Murray – Mrs. Bowslaugh
That the agenda be approved as amended.

Carried.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Board Meeting held August 22, 2016 were circulated.

Dr. Ross - Mr. Kruck
That the Minutes be approved.
Carried.

- b) The Minutes of the Inaugural Board Meeting held September 6, 2016 were circulated.

Mr. Buri - Ms. Bambridge
That the Minutes be approved.
Carried.

Trustee Sumner noted he was pleased to announce that the Brandon School Division has entered into a Commitment of Participation in conjunction with the Memorandum of Understanding between the City of Brandon and Brandon Urban Aboriginal Peoples' Council. Trustee Sumner read aloud the Commitment of Participation and the names of those organizations participating.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

2.02 Reports of Committees

- a) Trustee Bambridge spoke on the September 21, 2016 Board Evaluation meeting and asked Dr. Casavant, Superintendent/CEO to provide details.

Dr. Casavant indicated he has contacted Janice Arnold, the Board Development person at the Manitoba School Boards Association. Ms. Arnold has a wealth of background and the Division has asked her to present on September 21 to share some information with the Board on what some Governance Models look like. Then there will be opportunity to ask questions regarding how these models work.

Trustee Bambridge added that after Ms. Arnold presents, the Board will decide how it wants to move forward, what is next on the agenda, take a look at the current governance goals the Board has set and move forward on that.

Trustees asked questions for clarification.

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)
- From Report of Senior Administration

- a) School Reports:
- NIL

b) Learning Support Services Presentation:

- NIL

c) Items from Senior Administration Report:

- Discharge/Appoint Board Committees - Referred Motions.

Mr. Greg Malazdrewicz, Assistant Superintendent, provided an update on the 2016 preliminary enrollments. He noted that there are currently 8,751 students in the Division's system at this point in time. Of that, 2,828 are high school, 5,923 in grades K-8, and 719 Kindergarten. Full Time Equivalent enrollment is 8,391. Mr. Malazdrewicz stated it is important to note that those actuals are as of today and there shouldn't be too much fluctuation in enrolments from now until the end of September. In summary, he noted that the Division's overall enrollment is up 189 students (2.2%), adding that the forecast for Kindergarten was 700, and that the Division is at 719 at this point. Historically the Kindergarten enrollments were around the 550-600 student range. There are 100+ more students coming into the system now than are going out. It is anticipated that enrollments based on Kindergarten growth alone will be in the 100 to 150 students per year range. That forecast will continue for 3-4 years until enrollments level off.

Trustee asked questions for clarification regarding Kindergarten student numbers. Trustee Kruck commended Senior Administration for the excellent work in regards to the targets and these numbers and that this information will bode well in substantiating the need for a new school. Trustee Sumner also thanked Administration for the information.

Mr. Mathew Gustafson, Assistant Superintendent, highlighted that Senior Administration is currently developing a response to the Manitoba School Boards' Association survey of Indigenous education that was distributed to boards and school divisions over the summer. Mr. Gustafson added that once that report is complete it will be distributed.

Dr. Casavant indicated he has scheduled a meeting with members from BUAPC to meet with him and Mr. Gustafson and added he was hoping a couple of Board members could join them to start to engage them on some of the work in regards to the Memorandum that was signed this past summer. Dr. Casavant noted that he would like to establish some common areas of interest that the Division might have in common and the work that they are not only doing with the Division but with the larger community as a whole.

2.06 Public Inquiries (max. 15 minutes)

2.07 Motions

101/2016 Mr. Sefton – Mr. Bartlette

That the tender from Excel-7 Ltd in the amount of \$46,653.00 (plus applicable taxes and consulting fees) for the supply and installation of hardwood flooring and clerestory windows in the Green Acres School Gymnasium Addition be approved.

Carried.

102/2016 Mr. Bartlette – Mr. Sefton

That the amount of \$51,000 from the Operating Fund Accumulated Surplus be allocated to the Green Acres School - Gymnasium Addition Capital Reserve Fund for additional costs associated with the hardwood flooring and clerestory windows that are not covered by the Province, subject to Public Schools Finance Board (PSFB) approval.

Carried.

103/2016 Ms. Bambridge – Mr. Buri

That the following Committees, Sub-Committees and External Board Representatives for the 2015-2016 school year be and are hereby discharged with thanks:

Divisional Futures & Community Relations
Education
Facilities/Transportation
Finance
Personnel
Policy Review

MSBA Resolutions

Aboriginal Education Advisory
Brandon Community Drug & Alcohol Education Coalition
Friends of Education
Job Evaluation Review
School Division/Parent/Guardian Advisory
Support Personnel Labour Management
Teacher Liaison
Workplace Safety & Health

Brandon Urban Aboriginal Peoples' Council
Food For Thought
Joint Division/City Task Force Ad-hoc

Carried.

104/2016 Mr. Bartlette – Mr. Kruck

That the Committees of the Board, effective September 12, 2016, be and are hereby approved as follows:

Divisional Futures & Community Relations: P. Bowslaugh, G. Buri, K. Sumner, Alternate – S. Bambridge
Education: P. Bartlette, G. Buri, G. Kruck, Alternate – M. Sefton
Facilities/Transportation: G. Buri, G. Kruck, M. Sefton, Alternate – P. Bowslaugh
Finance: L. Ross, M. Sefton, K. Sumner, Alternate – J. Murray
Personnel: S. Bambridge, J. Murray, L. Ross, Alternate – P. Bartlette
Policy Review: S. Bambridge, P. Bartlette, K. Sumner, Alternate – G. Kruck

Carried.

105/2016 Mr. Kruck – Mr. Bartlette

That Ad-Hoc Committees of the Board, effective September 12, 2016 be and are hereby approved as follows:

Board Communications: P. Bowslaugh
MSBA Resolutions: J. Murray, L. Ross
Carried.

106/2016 Dr. Ross – Mr. Buri

That the Sub-Committees of the Board, effective September 12, 2016 be and are hereby approved as follows:

Aboriginal Education Advisory: G. Kruck, Alternate – G. Buri
Brandon Community Drug and Alcohol Education Coalition: P. Bartlette,

Alternate – M. Sefton

Friends of Education: G. Buri, Alternate – G. Kruck

Job Evaluation Review: J. Murray, L. Ross, Alternate – S. Bambridge

School Division/Parent/Guardian Advisory: P. Bowslaugh, K. Sumner,
Alternate – G. Buri

Support Personnel Labour Management: S. Bambridge, Alternate – P. Bartlette

Teacher Liaison: S. Bambridge, P. Bartlette, L. Ross, Alternate – J. Murray

Workplace Safety and Health: P. Bowslaugh, Alternate - M. Sefton

Carried.

107/2016 Mr. Buri – Mr. Murray

That the appointment of Trustee representatives to the following external committees be approved for the 2016-2017 term:

Brandon Urban Aboriginal People's Council (City): P. Bowslaugh, Alternate – K. Sumner

Food For Thought: K. Sumner, Alternate – L. Ross

Joint Division/City Task Force: P. Bartlette, P. Bowslaugh, M. Sefton, Alternate - G. Buri

Carried.

108/2016 Mr. Murray – Mr. Buri

That Trustees Pat Bowslaugh, George Buri and Kevan Sumner be assigned to join Dr. Casavant and Mr. Gustafson in a meeting with BUAPC, date to be determined.

A friendly amendment was made to add a third Trustee name to the motion.

Carried.

2.08 Bylaws

2.09 Giving of Notice

2.10 Trustee Inquiries

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Dr. Casavant, Superintendent/CEO, spoke on the Welcome Back Breakfast held at the Keystone Centre on Tuesday, September 6, 2016. He noted that it had a lot of Division staff commenting positively on the event and that there seems to be a lot of widespread enthusiasm as a result of that meeting. He thanked the Board for having the foresight to put on the event.

Dr. Casavant indicated he is busy reaching out to different people within the community. He has had meetings with BU Cares and is trying to establish that the Division wants to be a working partner with the University. He noted that there is opportunity to be a part of writing research proposals with BU Cares. He asked for Board support to continue to pursue a relationship with BU Cares so that the Division is involved in the writing of any grants and supporting some of the work that we could be doing in our school Division with them.

Trustee Kruck noted he would support this opportunity. Trustee Sumner asked if it was the will of the Board to have Dr. Casavant pursue this opportunity on behalf of the Division. The Trustees agreed to have Dr. Casavant pursue this opportunity. Trustee Sumner asked if any of the Board

Committees would see a role for themselves in working with Dr. Casavant in this opportunity. Trustees responded they did not see the need for committees to be involved at this point.

Dr. Casavant spoke on the initiative that the Department has led and is starting to introduce to divisions around the Framework for Continuous Improvement. He spoke to a Strategic Planning Tool and suggested a town hall style meeting to ask questions of the community regarding their priorities. He added that the Division would also meet with students and that he is already speaking with school Principals to pull together thoughts from them.

Trustee Ross asked questions for clarification.

Trustee Murray noted that an afternoon spent with Principals to find out what they feel their priorities are would go a long way towards the Board being able to focus on it's work as well.

Trustee Sumner thanked Dr. Casavant for his work so far and added that he looks forward to the next stages.

Dr. Ross – Mrs. Bowslaugh

That the September 12, 2016 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Ms. Krystal Kane, Organizer, Light up the World Purple and World Mental Health Day, August 15, 2016, sent to the Brandon School Division and Board of Trustees, with an invitation to participate in the 3rd Annual Light up the World Purple Community Event and Glow Walk. Ms. Kane notes that this event's objective is to bring awareness and focus to end the negative stigmas on all forms of bullying, suicide, and mental health issues. Ms. Kane adds that the Community walk is on October 6th with a vigil being held on October 10th. An itinerary for the event is attached.

Ordered filed.

3.03 Announcements

- a) Facilities and Transportation Committee Meeting – 11:30 a.m., Monday, September 12, 2016, Boardroom.
- b) Divisional Futures & Community Relations Committee Meeting – 1:00 p.m., Monday, September 12, 2016, Boardroom.
- c) Education Committee Meeting – 12:00 p.m., Tuesday, September 13, 2016, Boardroom.
- d) Policy Review Committee Meeting – 11:30 a.m., Monday, September 19, 2016, Boardroom.
- e) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, September 26, 2016, Boardroom.

Mr. Buri – Mr. Bartlette

That the Board do now resolve into Committee of the Whole In-Camera. (7:45 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA**4.00 IN CAMERA DISCUSSION:****4.01 Student Issues****- Reports**

- a) Mr. Gustafson, Assistant Superintendent, provided information on a Student Matter.

- Trustee Inquiries**4.02 Personnel Matters****- Reports**

- a) Confidential #1 – Personnel Report was presented.
- b) Trustee Murray requested information on a Personnel Matter.

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

- a) Trustee Kruck provided information on a Board Operations matter.
- b) Trustee Sefton provided information on a Board Operations matter.
- c) Trustee Sumner requested information on 2 (two) Board Operations matters.
- a) The Secretary-Treasurer provided information on a Board Operations matter and received Board direction on the matter.

- Trustee Inquiries

Mr. Murray - Mr. Sefton

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

Carried.

5.00 ADJOURNMENT

Mr. Kruck – Mr. Buri

That the meeting does now adjourn (8:47 p.m.)

Carried.

Chairperson

Secretary-Treasurer