



# BRANDON SCHOOL DIVISION

## Education Committee Minutes

Monday, June 17, 2013, 11:30 a.m.

Board Room, Administration Office

Present: P. Bartlette (Chairperson), P. Bowslaugh, M. Snelling  
M. Sefton (Alternate), Dr. D. Michaels, Superintendent

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### 1. CALL TO ORDER:

The Education Committee Meeting was called to order at 11:50 a.m. by the Committee Chairperson, Mr. Bartlette.

### 2. APPROVAL OF AGENDA

Dr. Michaels noted she had one item for information regarding Neelin's Off-Campus/Upper Deck Program. The agenda was approved as amended.

### 3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Committee minutes from May 22, 2013 were received as information.

### 4. COMMITTEE GOVERNANCE GOAL ITEMS

#### A) Governance Goal Update – 2012-2013 School Year

The Committee reviewed their Governance Goal work for the 2012-2013 school year. Discussions were held regarding the Grade 7 and 8 electives. It was noted this item would be brought back to the Committee in September to review for budget purposes and determine any further necessary action. Discussions were also held regarding the instrumental music program. It was noted that Senior Administration had met with the Brandon Schools Instrumental Music Association and the BSIMA would like the Division to look at the possibility of individualized and small group instruction in the future. The Committee agreed that expansion of the music program; the industrial arts and home economic programs is on hold until the Division has received more information on the possible use of the Assiniboine Community College facilities. Follow-up on the use of ACC would also be placed on a future agenda for the 2013-2014 school year.

With respect to program review, the Committee noted that a bigger discussion with various stakeholders, such as the Chamber of Commerce, needs to take place. It was confirmed that program reviews are constantly taking place and the public needs to be aware of the "return on investment" with respect to this matter. Dr. Michaels confirmed the Division has a "decade worth of information" and data that has been collected. She noted that this information could be presented to the Board of Trustees at a future meeting should they wish to review same.

### 5. OTHER COMMITTEE GOVERNANCE MATTERS

#### A) Policy Development – Response to Intervention

The Committee reviewed proposed Policy 4044.4 "Response to Intervention" (Appendix "A"). Trustees noted the policy was clear and well written. From a Governance standpoint, the Committee felt the proposed policy clearly stated the Board's beliefs. Trustees again commended the Steering Committee for their work in this area. Superintendent, Dr. Michaels, confirmed Mr. Vickers and Ms. Pearson were very happy to hear that the Education Committee was appreciative and supportive of their work on this

policy. Trustees inquired as to how this policy would be implemented and the steps taken to move the schools forward in this area. Dr. Michaels confirmed there was various professional development taking place to help educate staff. She noted it was not necessarily more work for Division staff but rather a different kind of work. This policy allowed for an individual child-focused approach and would require school administrators to know where each student's achievement is in their school.

The Committee agreed to recommend the policy to the Board of Trustees for approval. They confirmed they looked forward to receipt of procedures to accompany the policy, in due course.

**Recommendation:**

That Policy 4044.4 – "Response To Intervention" is hereby approved.

**6. BRIEFINGS ON DEVELOPMENTS IN EDUCATION**

NIL

**7. OPERATIONS INFORMATION**

a) Neelin Off-Campus/Upper Deck Program

Superintendent, Dr. Michaels, during discussions regarding the Committee's Governance Goals, confirmed that due to the increasing enrollment at Off-Campus and the demographics of the Upper Deck program it is becoming apparent that a principal is required on-site. She noted that ideally a separate school needs to be established; however, due to the requirements and approvals required this cannot take place in the near future. Therefore, the two programs will continue to be connected to École Secondaire Neelin High School, with the need for an administrator who will remain on location to service the Off-Campus and Upper Deck programs.

b) Possible Future Meeting Agenda Discussions

Dr. Michaels asked the Committee what other program updates they would like to receive information about during the 2013-2014 school year. She noted the Committee may wish to receive a report regarding the life skills program which would include programming, structural upgrades, legislative requirements, and student needs. She also suggested that since the Committee had heard from the Division Social Workers, they may also wish to hear from some of the other staff who provide services, such as Psychologists or Speech Language Pathologists. The Committee thanked Dr. Michaels for her suggestions noting they would take it into consideration for the following school year.

**8. NEXT REGULAR MEETING: TBA**

The meeting adjourned at 12:45 p.m.

Respectfully submitted,

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P. Bartlette, Chair

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M. Snelling

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P. Bowslaugh

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M. Sefton (Alternate)



## BRANDON SCHOOL DIVISION POLICY

### POLICY 4044.4

#### RESPONSE TO INTERVENTION

*Adopted: xx*

The Board of Trustees believes that education is a fundamental building block to establishing equity rights for all students.

Given the beliefs, values, mission, vision and Policy 4044: *Appropriate Educational Programming* of the Brandon School Division and in compliance with the Charter of Rights and Freedoms, schools are obligated to provide appropriate programming for all students using Response to Intervention (RtI) as the framework for supporting student diversity and building staff capacity in a child-centred and inclusive environment. Such programming is based on four guiding principles:

1. All students' rights to an education are respected;
2. All members of the student educational team are responsible for every student, responding immediately to indications of student need;
3. Specific needs of all students are addressed through best practices and quality teaching; and
4. Ongoing formative and summative assessment and collection of student specific targeted information.

Response to Intervention relies on linking assessment and instruction to guide decisions about designing and refining instructional practices to engage students. RtI provides for early identification of learning and behavioural needs.

Response to Intervention consists of a continuum of interventions that are monitored for programming fidelity and are fluid, flexible, and responsive to individual student needs.

- Class Based (Tier 1) – High quality differentiated classroom instruction based on best practices in education that meet the needs of students
- Small Group (Tier 2) – Research based intervention(s) that address the learning or behavioural needs of students

- Intensive (Tier 3) – Research based intervention(s) of greater intensity that meet the learning or behavioural needs of students who require further interventions.

References:

Policy 1001.1 *Equity*

Policy 1001.2 *Educational Sustainability in Student Achievement*

Policy 4044 *Appropriate Educational Programming*

Policy 4052 *Assessment, Evaluation and Reporting of Student Learning and Achievement*

Policy 4053 *Literacy Development of Students K-12*

Policy 4059 *Numeracy*