



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, MAY 26, 2014.

PRESENT:

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

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

Senior Administration: Dr. D. M. Michaels, Superintendent/CEO, Ms. E. Jamora, Assistant Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources.

REGRETS:

Mr. G. Malazdrewicz, Associate Superintendent, Ms. K. Boklaschuk, Communications and Technology Specialist.

The Chairperson called the meeting to order at 7:00 p.m. He welcomed everyone in attendance. The Chairperson noted the artwork on the boardroom wall had been provided by students at Meadows School.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

The Secretary-Treasurer requested the following additions:

- A late motion regarding a tender approval for the heating system replacement at Riverview School;
- Three items from the Personnel Committee for In-Camera discussions;
- One personnel item for In-Camera discussions;
- One property matter for In-Camera discussions.

The Superintendent confirmed she had one property matter and one student matter for In-Camera discussions.

Trustee Kruck noted he had two items for In-Camera discussions.

Mr. Murray – Mr. Sumner

That the agenda be approved as amended.

Carried.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Special Board Meeting held May 12, 2014 were circulated.

Mr. Kruck – Mr. Snelling

That the Minutes be approved as circulated.

Carried.

- b) The Minutes of the Regular Board Meeting held May 12, 2014 were circulated.

Mr. Kruck – Mr. Bartlette

That the Minutes be approved as circulated.

Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

- 1) The Chairperson recognized the following staff and students for their accomplishments:
- a. Meadows School
 - Christine Penner, teacher, for the “Most Entertaining Choir” trophy at the Kiwanis Music Festival.
 - b. Waverly Park School:
 - Drayson Collyer - Winner of the Grade 5/6 category at the Brandon School Division Wide Middle Years Oratorical Event.
 - c. Earl Oxford School:
 - Landen Danyluk - Winner of the Grade 7/8 category at the Brandon School Division Wide Middle Years Oratorical Event.

The Chairperson invited Ms. Penner to speak about the trophy her students won at the Music Festival. Both Drayson and Landen gave their winning speeches for the Trustees to hear.

- 2) Members of Crocus Plains Regional Secondary School Cosmetology staff and students provided the Board of Trustees with a power point presentation and spoke about the Hairstyling Show and Trip to New York they took in March.

2.02 Reports of Committees

- a) Facilities and Transportation Committee Meeting

The written report of the Facilities and Transportation Committee meeting held on May 7, 2014 was circulated.

Mr. Karnes – Mr. Snelling

That the Minutes be received and filed.

Carried.

b) Workplace Safety and Health Committee Meeting

The written report of the Workplace Safety and Health Committee meeting held on May 14, 2014 was circulated. Trustees requested clarification regarding the guidelines and cost to ensure the Division meets the fire regulations with respect to auditorium seating and clamping chairs together.

Mr. Karnes – Mrs. Bowslaugh.

That the Minutes be received and filed.

Carried.

c) Policy Review Committee Meeting

The written report of the Policy Review Committee meeting held on May 20, 2014 was circulated. The Committee Chairperson noted discussions regarding his request that Senior Administration review one high school to determine what it would cost the Division to pay for the travel expenses of chaperones and coaches had not been included in the Minutes. It was agreed by members of the Committee that this request should be included in the Minutes.

Further discussions were held regarding the Nutrition Policy as it pertains to the sale of chocolate bars as a fundraiser. It was noted that Trustees were to contact members of the Policy Review Committee with their comments on this item prior to the next Committee meeting. Superintendent, Dr. Michaels, confirmed the process which would be followed before any changes to the policy would take place. She noted that a consultation would be required as per policy.

Trustees also inquired about the Committee's direction to Senior Administration regarding individual fundraising accounts. It was noted that Committees could not direct Senior Administration. The Chairperson confirmed that a request had been made and Senior Administration agreed to follow-up on the request.

Mr. Kruck – Mr. Murray

That the Minutes be received and filed.

Carried.

- d) Other
- NIL

2.02 Delegations and Petitions

2.04 Communications for Action

- a) Heather Demetriooff, Associate Director, Manitoba School Boards Association, May 14, 2014, attaching draft membership satisfaction survey 2014. Noting the survey will be conducted via telephone, by Viewpoints Research, commencing in the last week of May. Board chairs should expect to be contacted at the primary telephone number listed in the association membership directory, while superintendents and secretary-treasurers will be called at the division/district office.

Referred MSBA Issues.

2.05 Business Arising**- From Previous Delegation****- From Board Agenda****- MSBA issues (last meeting of the month)**

- a) The correspondence from Heather Demetriooff, Associate Director, Manitoba School Boards Association, from Communications for Action 2.04a), attaching draft membership satisfaction survey 2014 was discussed. The Chairperson noted a copy of the survey had been forwarded to all Trustees for their comments.

- From Report of Senior Administration

- a) School Reports – Meadows School

Meadows School

Mr. Dave Lim, Principal, Meadows School, provided information regarding the schools current demographics. He spoke about the success of the school's first "Multi-Culture Days" and invited Trustees to attend next year's event. Mr. Lim also reviewed the results of the school's Tell Them From Me Survey. He introduced Ms. Dayna Galatiuk, Counselor and Resource Teacher at Meadows School. Ms. Galatiuk provided a power point presentation and spoke about the schools recently held Wellness Day. She noted the various workshops students could attend and the numerous organizations which helped make the day successful.

Following the presentation, Trustees asked question regarding the Tell Them From Me Survey and the availability of personal devices for students in the school. Superintendent, Dr. Michaels, confirmed the Division is in the process of preparing a draft Social Media policy. The policy would be presented to school administrators on June 2 for feedback.

The Chairperson thanked Mr. Lim and Ms. Galatiuk for their presentation.

Trustee Ross exited the meeting at 8:24 p.m. and returned at 8:32 p.m.

- b) Learning Support Services Presentation – Cultural Proficiency Video

Ms. Joanna Ford, EAL Specialist, spoke to the Board of Trustees about Cultural Proficiency in the Division. She provided background information regarding the formation and work of a steering committee on this matter. She noted to provide cultural awareness, the development of a brochure and accompanying video had been prepared and was available for use in schools. Portions of the video were presented to Trustees, with follow-up explanation by Ms. Ford.

The Chairperson thanked Ms. Ford for her presentation.

c) Items from Senior Administration Report

- Change of Meeting Date – Referred Motions.
- École secondaire Neelin High School Off-Site Activity Request – Referred Motions.
- Kinette Club of Brandon Scholarship – Referred Motions.
- Trustee Inquiries:
 - o Inquiry from Trustee Sumner – Graduation and Certificate Requirements.

The Secretary-Treasurer noted a scholarship agreement from the Kinette Club of Brandon for the Neelin Off-Campus program had been included in the Report of Senior Administration.

2.06 Public Inquiries (max. 15 minutes)**2.07 Motions**

Trustee Bowslaugh exited the meeting at 8:49 p.m. and returned at 9:00 p.m. Ms. Bowslaugh was not present for the reading of motions 50/2014 up to and including 52/2014.

50/2014 Mr. Bartlette – Dr. Ross

That the Regular Meeting of the Board scheduled for July 14, 2014 be changed to July 7, 2014 in order to allow the Board to meet closer to the end of the 2013-2014 school year.

Carried (8-0).

51/2014 Dr. Ross – Mr. Bartlette

That the trip involving sixteen (16) male grades 9-12 football students, from École secondaire Neelin High School to make a trip to Vermillion, SD from July 9-12, 2014 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried (8-0).

52/2014 Mr. Sumner – Mr. Murray.

That the Agreement for establishment of an award for a student graduating from the Neelin High School Off-Campus program to be known as the “Kinette Club of Brandon Award” in the amount of \$100.00 for the 2013-2014 school year be approved and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Carried (8-0).

53/2014 Mr. Murray – Mr. Sumner

That Procedures 9002 – “Student Transportation Safety” be amended to include Paragraph 6 as follows:

“6. Parents Riding the Bus

Parents may not ride the school bus with their child. Exceptions may be allowed on a case by case basis at the discretion of the Office of the Superintendent. Drivers are instructed not to let unauthorized adults on the bus. This is for the protection of all students. School approved chaperones on field trips shall be allowed to ride the school bus.”

Carried.

54/2014 Mr. Karnes - Dr. Ross

That the recommendation by HSB Engineering Consultants Ltd. regarding the low Tender from Brandon Heating & Plumbing Ltd. in the amount of \$1,350,802.74 (GST & RST included) for the Heating System Replacement at Riverview School be accepted, subject to approval by the Public Schools Finance Board.

Carried.

2.08 Bylaws

Mr. Snelling – Mr. Karnes

That By-law 1/2014 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, 2014 to June 30, 2015 having been first read on May 12, 2014, be now read for the second time.

Carried.

2.09 Giving of Notice

2.10 Trustee Inquiries

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Superintendent, Dr. Michaels, suggested the Report of Senior Administration be deferred until the next meeting, given the number of items to be discussed In-Camera.

3.02 Communications for Information

- a) Floyd Martens, President, Manitoba School Board Association, May 14, 2014, noting the results of the feedback from the membership regarding the MSBA's governance structure. In light of those results, the Provincial Executive will not be undertaking a governance restructuring initiative at this time.

Ordered Filed.

- b) George Coupland, Director, Labour Relations, May 9, 2014, advising in a trustee election year, we normally do not see active bargaining across the province until after elections. This is due to the fact that trustee elections usually result in approximately one third (1/3rd) turnover in trustee membership and teachers' locals would like to open and complete bargaining with the same board negotiating team. Notwithstanding, once you receive notice, it is up to the parties to reach a mutual decision as to commence bargaining prior to the expiry of the collective agreement or wait until fall post elections. The labour relations staff or your regional directors will be contacting you to set potential dates for coordinating meetings to occur in May or June.

Referred to Personnel Committee.

- c) Heather Shelton, Addressed to Bruce Coombs and Lauren Wooley, Brandon Teachers Association, April 21, congratulating them on the implementation of the swimming program, created through a partnership between BTA and MTS, for the École New Era School Grade 3/4 and Grade 5/6 students. In her view the quality of the program is exceptional and has offered more than swimming programs in the past. Appreciation must be expressed to the Brandon School Division who willingly supplied the transportation to and from the Sportsplex.

Ordered Filed.

3.03 Announcements

- a) Brandon School Division Long Service Pin Recognition, 6:00 p.m., Thursday, May 29, 2014, Riverbank Discovery Centre.
- b) Education Committee Meeting, 11:30 a.m., Monday, June 2, 2014, Board Room.
- c) Scholarship Committee Meeting, 1:00 p.m., Monday, June 2, 2014, Conference Room.
- d) Brandon Teachers Association Retirement Dinner, 6:00 p.m., Thursday, June 5, 2014, Victoria Inn.
- e) Personnel Committee, 9:00 a.m., Monday, June 9, 2014, Board Room.
- f) Finance Committee, 2:00 p.m., Monday, June 9, 2014, Board Room.
- g) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, June 9, 2014, Board Room.

Mr. Kruck – Mrs. Bowslaugh

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

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA

Prior to In-Camera discussions, Mr. David Swayze, Solicitor, Meighen, Haddad LLP entered the meeting at 9:00 p.m.

4.00 IN CAMERA DISCUSSION:

4.01 Student Issues

- Reports

- a) The Superintendent spoke to a student matter.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report was noted.

- b) Confidential #2 regarding a memo from the Division Solicitor was distributed. Mr. Swayze spoke to the matter. It was agreed to bring forth a motion accepting the recommendations in Confidential #2 at the conclusion of the meeting. Mr. Swayze then exited the meeting.
- c) The Secretary-Treasurer confirmed the retirement of a school principal and requested the establishment of an Administrator Selection Committee. It was agreed to bring forth a motion to establish an Administrator Selection Committee at the conclusion of the meeting.
- d) The Secretary-Treasurer referenced a letter received from CUPE Local 737 (Confidential #3). He noted the matter had been reviewed at the Personnel Committee meeting held earlier in the day.
- e) The Secretary-Treasurer referenced a second letter received from CUPE Local 737 (Confidential #4) which had also been presented to the Personnel Committee meeting held earlier in the day.

- Trustee Inquiries

4.03 Property Matters/Tenders

Trustee Murray excused himself from the Board Meeting at 10:15 p.m. prior to discussions regarding Confidential #5. Confidential #5 and ensuing discussions were held at the end of the meeting.

- Reports

- a) The Secretary-Treasurer presented Confidential #5 regarding a property matter. The matter was discussed in detail. Trustees provided Senior Administration with direction for follow-up on this item. A motion would be brought forward at the end of the meeting.

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

- a) Trustee Sefton requested Board direction with respect to a Board operations matter.
- b) Trustee Kruck requested discussions regarding a Trustee matter as it relates to the Board of Trustees. The matter was discussed in detail. The Board agreed to release a public statement to be recorded in the minutes at the conclusion of the meeting.

Mr. Kruck – Mr. Snelling

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

Carried.

55/2014 Mr. Bartlette – Dr. Ross

That the recommendations in Confidential #2 are hereby accepted.

Carried (8-0).

56/2014 Dr. Ross – Mr. Snelling

That a School Administration Selection Committee, as per Policy/Procedures 5002, be established and further Trustees Murray, Karnes and Bowslaugh be appointed to the Committee and that the Committee remain in effect until all administrator vacancies which may arise for the 2014/2015 school year have been filed.

Carried (8-0).

57/2014 Mr. Snelling – Dr. Ross

That the Trustees participating on the School Administrator Selection Committee be paid the appropriate indemnity for all meetings of this Committee to be scheduled for the months of May and June, 2014.

Carried (8-0).

58/2014 Mr. Karnes – Mr. Sumner

The Board authorizes the Chairperson to continue discussions with Manitoba Education and Advanced Learning regarding the utilization of available space at Assiniboine Community College for Brandon School Division programming.

Carried (8-0).

Board Statement regarding a Trustee issue:

The Board of Trustees discussed at length the social media issue of a Trustee. The Board of Trustees expressed their concern and dismay. The Board of Trustees accepted the Trustee's apology.

5.00 ADJOURNMENT

Dr. Ross – Mr. Snelling

That the meeting does now adjourn (10:56 p.m.)

Carried.

Chairperson

Secretary-Treasurer