



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, FEBRUARY 11, 2013.

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.

Secretary-Treasurer, Mr. K. Zabowski, Live Streaming Video Operator, Ms. K. Boklaschuk.

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

REGRETS:

Recording Secretary, Ms. S. Bailey.

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, requested the addition of two items to the agenda:

- Information regarding the 20K-3 Funding Announcement;
- One personnel item for In-Camera discussions.

Dr. Michaels, Superintendent, confirmed she had one Personnel item for In-Camera discussion.

Mr. Snelling – 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 January 28, 2013 were circulated.

Mr. Sumner – Mrs. Bowslaugh

That the Minutes be approved as circulated.

Carried.

2.00 GOVERNANCE MATTERS:**2.01 Presentations For Information**

- a) Mrs. Barb Miller – Principal, Alexander School – Alexander Arts Program Presentation.

Mrs. Barb Miller, together with staff, students, and parents of Alexander School, spoke about the Learning with the Arts program offered at Alexander School and the benefits of an arts infused program. Staff members discussed how the arts were incorporated into daily curriculum. The students provided feedback on the benefits of such programming noting their concentration, expression and self-confidence had increased. Parents also discussed how the programming had helped their students to learn and the benefits they saw in an arts infused program. The Chairperson thanked Mrs. Miller, and those who accompanied her, for an informative presentation. Trustees asked questions for clarification.

2.02 Reports of Committees

- a) Policy Review Committee Meeting

The written report of the Policy Review Committee meeting held on January 23, 2013 was circulated.

Mr. Kruck – Mr. Snelling

That the Minutes be received and filed.

Carried.

- b) Finance Committee Minutes

The written report of the Finance Committee meeting held on January 28, 2013 was circulated.

Mr. Snelling – Mr. Kruck

That the Minutes be received and filed.

Carried.

- c) Other

NIL

2.03 Delegations and Petitions

2.04 Communications for Action

- a) Trevor Maguire, Western Manitoba Science Fair, undated, noting this year's fair is to be held on Tuesday, March 19, 2013 at the Keystone Center. The WMSF cost of operation is covered by the student entry fees. The donations from school divisions, corporate and private sponsors allows them to provide awards and send students to the Canada Wide Science Fair. They ask the Division for support to give more students the chance to be part of this life changing experience.

Referred 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) Learning Support Services Presentation –NIL
- c) Items from Senior Administration Report
- Funding Announcement – Referred Business Arising.

2.06 Public Inquiries (max. 15 minutes)

- a) Mr. Darren Hardy, President, Brandon Teachers Association, referencing provincial documentation he had recently reviewed regarding the decrease in Level II students inquired as to whether or not the Brandon School Division has fewer Level II students or has the "gatekeeping mechanism to the dollars" changed in its process. The Chairperson noted that it did in fact appear that the Division's requests were increasing in this area, while the funding received was decreasing. He deferred to the Associate Superintendent, Mr. Malazdrewicz, who noted that the financing was changing and referred to his report recently provided to the Finance Committee. Trustee Snelling, Chairperson for the Finance Committee noted the Committee was concerned about this matter and when the Board met with the Minister of Education in March planned to address this topic with the Minister. Trustees asked questions for clarification of Senior Administration with respect to contingency plans. It was noted that a resource request regarding Appropriate Education Funding support had been included for Board budget deliberation. The Board thanked Mr. Hardy for publicly highlighting this issue. Mr. Hardy confirmed this appeared to be an area of mutual concern and noted the Association would be willing to assist in working towards a solution with the Division.

2.07 Motions

17/2013 Mr. Bartlette – Dr. Ross.

That the request of the Western Manitoba Science Fair for financial support be approved in the amount of \$1,400.

Carried. (Trustee Bowslaugh abstained).

18/2013 Mrs. Bowslaugh – Mr. Kruck

That the Auditor's Engagement Letters regarding the September 30, 2012 enrolment report audit and the December 31, 2012 compensation audit year end between the Brandon School Division and BDO Canada LLP, Chartered Accountants, be approved and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.

Carried.

2.08 Bylaws

NIL

2.09 Giving of Notice

Mr. Sumner

I hereby give notice that at the next Regular Meeting of the Board of Trustees, I or someone in my stead, will introduce a motion to rescind Policy and Procedures 9039 – "Public Relations Student-Parent/Guardians Policy".

2.10 Trustee Inquiries

1. Trustee Bowslaugh inquired about the need for proper documentation with respect to the registration of students and how it conflicts with the legislation stating students must be enrolled in school until the age of 18. She wondered if Senior Administration would communicate this dilemma with the Minister of Education and request some latitude in enforcing the rules.

Superintendent, Dr. Michaels, noted the Senior Administration has been working with the Division solicitor and personnel at the Ministry office to have a policy that clearly defines what is set out in the Education Administration Act. She confirmed that the Division is seeing an increasing number of students moving across the Province to live with other relatives and wishing to attend school. She noted due to a number of reasons the Division cannot legally accept registration of these students without clearly documented custody. She further confirmed the Minister of Education cannot grant the Division latitude as Divisions must be held accountable to follow the legislation under the Education Act. She confirmed the Division can work towards educating people as to what documentation is required and why the documentation is required.

2. Trustee Bartlette inquired about school bus drivers dropping students off at the wrong location and wondered if direction had been given to Senior Administration on this matter.

The Secretary-Treasurer, Mr. Zabowski, spoke to the inquiry noting he had been advised by the Supervisor of Transportation that checklists had been created and in some schools student names are placed on their backpacks to help identify students. .

3.00 ADMINISTRATIVE INFORMATION:**3.01 Report of Senior Administration**

Secretary-Treasurer, Mr. Zabowski, reviewed the Provincial Funding Announcement and its impact on the Brandon School Division budget. He noted that although the Tax Incentive Grant had been discontinued, the money originally received through the grant was still provided to offset the tax levy. Mr. Zabowski noted that the 20K-3 Funding had not been included in the Funding Announcement. He confirmed the Brandon School Division did receive an 8.4% increase in total support. However, when the enrollment was removed the Division had only received a 3% increase. Mr. Zabowski reviewed the base support, categorical support and equalization support noting the increases and the impact of enrollment had on the support received.

The Secretary-Treasurer confirmed that the Division did receive the 20K-3 Funding Announcement earlier in the day and reviewed the announcement for the Board. He noted the Board would be receiving a total of \$311,223 with \$131,222 being received in 2012/2013 and \$180,000 to be received in 2013/2014. Mr. Zabowski further confirmed that this was targeted funding which was only to be used to hire teaching staff to reduce class size and that the Division will be required to go through the proper application process to receive this funding.

Discussions were held regarding the 20K-3 funding announcement. Mr. Malazdrewicz, Associate Superintendent confirmed that a call had been placed to Mr. David Yeo of Manitoba Education to determine how calculations had been made and expressing disappointment in the funding on behalf of the Division. He felt the Division was being penalized for the Board's foresight to assign 9 FTE's in July to address increased class size before the school year started. Further discussions were also held regarding the timing of submission and how funding will be calculated. Trustees referred to the Winnipeg Free Press article which noted the Government would be funding all costs for the 20K-3 implementation. It was noted the Division was receiving conflicting messages on this matter. Senior Administration was directed to write a letter to the Ministry and request a breakdown of how the four million dollars provided by the Government for implementation of 20K-3 initiative had been distributed across the Province.

Superintendent, Dr. Michaels spoke about earlier conversations that Senior Administration had held with Mr. David Yeo to clarify the conflicting messages received from the Ministry and in writing with respect to the implementation of the 20K-3 initiative. She confirmed that the Board had conducted its due diligence in July, especially since the Division received an additional 100 students over the summer. She also confirmed the Brandon Teachers' Association had asked if teachers could not be placed in the classroom sooner rather than later to avoid overcrowding and disruption in the fall. She did not feel the Board had acted prematurely in hiring additional staff to address this issue.

Further inquiries were made regarding whether or not the Division would be penalized for hiring extra staff above the funding and if any funds would need to be returned to the Government. Mr. Malazdrewicz, Associate Superintendent, confirmed that he had tried to obtain clarification for Mr. David Yeo, Manitoba Education. Mr. Yeo would be reviewing the matter with his staff. Questions were raised regarding earlier meetings wherein the sum of one million and been discussed with Government Officials regarding the implementation of the 20K-3 initiative. The Superintendent noted this had been an inquiry and not a commitment from the representatives of the Government.

Mr. Zabowski, Secretary-Treasurer, then distributed the Budget Binders to the Board and highlighted several sections the Board needed to review prior to Budget Day, including the Executive Summary, the accumulated surplus, and the special levy requirement. He also reminded the Board to bring their Capital and Maintenance Budget Booklets to the February 19th budget deliberations. He noted Trustees could contact either himself or the Assistant Secretary-Treasurer; prior to budget day should they have any questions as they review the budget documentation prior to budget day.

Superintendent, Dr. Michaels highlighted several items from the Senior Administration Report, including:

- School mid-year reports;
- Suspensions;
- Meetings with principals regarding the future development of High Schools;
- An overview of the Principal Prep Program.

Mr. Murray – Mr. Sumner

That the February 11, 2013 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Minister of Education, Nancy Allan, January 21, 2013, thanking the Board of Trustees for sharing a copy of the new Joint Use Agreement between The Brandon School Division and the City of Brandon. The initiative aligns well with the Government's common objective to maximize access and use of school and community facilities for educational, recreational, social and cultural purposes. She commends the Board for the collaborative work and consultative process used in developing this agreement to make the Division and City facilities available to the citizens of Brandon.

Ordered Filed.

- b) Lesley Wilde, Coordinator, Manitoba Education Resources Brandon, January 2013, noting Manitoba Education, in partnership with the Council of Ministers of Education, Canada (CMEC) is pleased to provide copies of the newly revised bilingual booklet, *Copyright Matters! Key Questions & Answers for Teachers*. The CMEC has revised its long-standing publication to provide the education community with user-friendly information on the recently amended copyright law. The booklet covers items from the Canadian *Copyright Act* and its regulations, contractual and tariff arrangements with copyright collectives, and court decisions. The document is available on the CMEC website at: www.cmec.ca

Ordered Filed.

3.03 Announcements

- a) Policy Review Committee Meeting – 11:30 a.m., Wednesday, February 13, 2013, Board Room.
- b) All-Day Budget Meeting – 9:00 a.m., Tuesday, February 19, 2013, Board Room.
- c) Divisional Futures and Community Relations Committee Meeting – 11:45 a.m., Wednesday, February 20, 2013, Betty Gibson School.
- d) School Division/Parent/Guardian Advisory Committee – 7:00 p.m., Wednesday, February 20, 2013, Board Room.
- e) Finance Committee Meeting – 12:00 noon, Monday, February 25, 2013, Board Room.

- f) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, February 25, 2013, Board Room

POINT OF PRIVILEGE: Trustee Sumner noted it was teacher/staff appreciation week and wished to thank the Brandon School Division staff for their dedication to the students of the Division. The Chairperson thanked Mr. Sumner for his comments noting that sentiment was shared by all Trustees.

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

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) The Secretary-Treasurer provided an update on a Personnel Item raised at the last meeting.

c) Superintendent, Dr. Michaels, provided an update on a personal matter.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

Mr. Snelling – Mrs. Bowslaugh

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

Carried.

5.00 ADJOURNMENT

Mr. Sumner – Mr. Kruck

That the meeting does now adjourn (9:12 p.m.)

Carried.

Chairperson

Secretary-Treasurer