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, APRIL 23, 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.

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

Senior Administration: Dr. D. M. Michaels, Superintendent, Mr. G. Malazdrewicz, Associate Superintendent, Ms. B. Switzer, Director of Human Resources.

REGRETS:
Mr. K. Sumner, Mr. Denis Labossiere, Assistant-Secretary-Treasurer

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

Trustee Snelling confirmed he wished to provide an update on the B.J. Hales Collection meetings.

Secretary-Treasurer, Mr. Zabowski, requested the addition of three late motions. Two motions arising from the Personnel Committee meeting which had taken place earlier in the day. The third motion related to the École Neelin High School Heating System Replacement project.

Mr. Kruck – Mr. Snelling
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 April 9, 2012 were circulated.

Trustee Snelling requested an amendment to the Minutes under "Trustee Inquiries". He felt his instructions had been to contact Mr. Doug Hevenor and not Mr. Ken Jackson regarding the B.J. Hales Collection. The Chairperson confirmed Mr. Snelling was to contact Mr. Hevenor; however, Mr. Jackson was to be included in the discussions.

Mr. Snelling – Mr. Murray
That the Minutes be approved as amended.
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 April 4, 2012 was circulated.

Discussions were held regarding the proposed amendments to Policy and Procedures 4041 – "Fundraising". Trustees requested the Policy and Procedures be returned to the Policy Review Committee for further discussion regarding the following: a) reference to the Nutrition Policy; and b) clarification regarding banning the sale of alcohol as a fundraiser.

Mr. Kruck - Mr. Snelling
That the Minutes be received and filed.
Carried.

b) Personnel Committee Meeting Minutes

The written report of the Personnel Committee meeting held on April 9, 2012 was circulated.

Point of Privilege: Trustee Sefton noted the process for approving new policies. He explained the Giving of Notices which had been provided at the Special Meeting came from the Personnel Committee Minutes. As these policies related to positions which were approved in the 2012/2013 budget, they needed to be posted as soon as possible. Therefore a Special Meeting had been arranged to read the Giving of Notice so that the motions could then move forward at this meeting.

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

c) Facilities & Transportation Committee Meeting Minutes

The written report of the Facilities & Transportation Committee meeting held on April 11, 2012 was circulated.

Trustee Murray inquired about a portable for Alexander School. The Secretary-Treasurer confirmed a letter had been received however; the PSFB had not yet attended at the school for a site visit.

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

d) Education Committee Meeting Minutes

The written report of the Education Committee meeting held on April 12, 2012 was circulated.

Mr. Bartlette – Mrs. Bowslaugh
That the Minutes be received and filed.
Carried.

e) Other

- Trustee Sefton noted the Vincent Massey High School Reach for the Top Team had won the Provincial Championship. It was agreed a letter of congratulations would be forwarded to the Team.

- Trustee Snelling noted he had met with Doug Hevenor regarding the B.J. Hales Collection. He confirmed the Board of the International Peace Gardens was interested in pursuing the collection for display at the Gardens. Mr. Snelling noted he had also spoken with Mr. Ken Jackson. The Brandon General Museum is also interested in pursuing the collection and may be making a presentation to the Board of Trustees at their next meeting. Mr. Snelling highlighted the questions which had been raised by the Peace Gardens. He also confirmed the Peace Gardens would like to meet with Mr. Jackson and a representative from the Division regarding the possibility of sharing the exhibit. The Board directed Mr. Snelling to continue to meet with the two interested parties on the Board's behalf.

2.03 Delegations and Petitions

2.04 Communications for Action

a) Manitoba School Boards Association – 2012 Record of Proceedings of the 48th Annual Convention held March 15 – 17, 2012.
Referred to Business Arising.

2.05 Business Arising

- From Previous Delegation

1. The presentation by Ms. Tracey Denbow-Peasgood, parent, speaking to the Board of Trustees regarding recent budget decisions pertaining to bussing of Grade 7 and 8 students to home economics and industrial arts was discussed.

Trustee Murray noted the arrangement with the City of Brandon regarding public transit works well. The matter had been raised at the April 18th, School Division/Parent/Guardian Advisory Committee meeting and the parents in attendance at that meeting felt the bussing arrangements provided a valuable life lesson. Examples of City Transit Drivers walking children to their transfer bus were noted. Given the parent council view, he felt the current system served both the Division and the City very well. It was training the students for tomorrow and was safe and efficient.

Trustee Bowslaugh agreed with Mr. Murray regarding the feedback received at the School Division/Parent/Guardian Advisory Committee meeting. She noted parents stated there had not been any discussions about the bussing at parent council meetings. Mrs. Bowslaugh confirmed that she had never been approached by any concerned parents regarding this matter. She felt parents were supportive of the current arrangements. She encouraged anyone with concerns to address the Board in writing.

Trustee Snelling agreed with both Trustees who had spoken previously. He confirmed the Joint City Division Task Force Committee would be discussing the concerns raised by Ms. Denbow-Peasgood. He inquired about the possibility of conducting a parent survey on the matter.

Trustee Karnes supported what other Trustees had stated. He advised the Facilities and Transportation Committee would be including a bussing review in the fall at which time the matter could be reviewed further.

Trustee Kruck reminded the Board that Ms. Denbow-Peasgood had presented a petition to the Board of Trustees with several individuals requesting bussing. However, the Parent Councils state it is not an issue. Therefore he inquired about the possibility of sending the matter back to each school to discuss with their parent council to ensure that no one has been missed.

Trustees Bowslaugh and Murray confirmed the parent councils had been asked to follow-up on the matter. However, they noted the School Division/Parent/Guardian Committee did not meet again until the fall.

It was agreed the Divisional Futures and Community Relations Committee would write a formal letter to the Parent Councils of each school to follow-up on the matter. It was further agreed the matter would be referred to the School Division/Parent/Guardian Committee for discussion.

- From Board Agenda

- MSBA issues (last meeting of the month)

1. The Manitoba School Boards Association – 2012 Record of Proceedings of the 48th Annual Convention held March 15 – 17, 2012, from Communications for Action 2.04a) were received as information.

- From Report of Senior Administration

a) School Reports – Kirkcaldy Heights and Linden Lanes School

Kirkcaldy Heights

Mr. Bruce Shamray, Principal, Kirkcaldy Heights School, spoke to the Board of Trustees regarding the Enrichment Clusters offered at Kirkcaldy. He spoke about the importance of clusters in engaging students in their learning. Mr. Shamray highlighted information regarding the clusters and student learning outcomes. Mr. Shamray also addressed the work of the literacy team at Kirkcaldy, highlighting the emphasis on individual student growth. He confirmed through an analysis of their student assessment data the school was able to determine areas of strength and areas which need further development. He concluded his presentation by speak about the role of technology in the school, particularly assistive technology for those students who struggle to express themselves through traditional methods. The Trustees thanked Mr. Shamray for his presentations. Trustees asked questions for clarification regarding “word choice in writing” and his observations on his visit to schools in New York.

Linden Lanes

Ms. Kathy Brigden, Principal, Linden Lanes School, highlighted points from Goal 1 of the School’s Development Plan regarding engaging “all students actively in their learning by providing quality learning experiences supported by quality teaching.” She noted the various professional development and initiatives which were taking place in both Early Years and Middle Years at the school. She also confirmed the school continued to work on their second goal which was “to continue to develop a socially responsible and safe school community”. The Trustees thanked Ms. Brigden for her presentation. Trustee Kruck requested further information regarding the intra-murals which were offered at the school. Superintendent, Dr. Michaels, spoke to the significance of the “Tell them from Me” survey across the Division.

b) Learning Support Services Presentation - NIL

c) Items from Senior Administration Report –
- Meadows Elevator – Referred Motions.
- Guild Insurance Brokers Scholarship – Referred Motions.
- Vincent Massey High School/Crocus Plains Regional Secondary School Off-Site Activity Request – Referred Motions.

- Policy 6037 – Communications and Technology Specialist – Referred Motions.
- Policy 6038 – Research and Evaluation Services Specialist – Referred Motions.
- Policy 6039 – Aboriginal Education Learning Specialist – Referred Motions.
- Trustee Inquiries:
  - Trustee Murray – Impact of Full Day/Every Day Kindergarten and K-3 Class Size – March 26th

2.06 Public Inquiries (max. 15 minutes)

1. Ms. Kari Baraniuk, Parent, requested clarification as per the June 27, 2011 Board Meeting which states the Board's intent to include the Aurora Crescent corner into the Linden Lanes catchment area effective September, 2011, with the understanding there would be no bussing. She noted this review was to take place in the fall and understands that this did not happen. She highlighted the positive comments which had been expressed by various Trustees in favour of inclusion of this area into the Linden Lanes catchment from the June 27, 2011 minutes. Ms. Baraniuk also requested confirmation, in writing prior to May 15, that her son enrolled under Special Request to attend Linden Lanes in the fall with his sister, would be accepted as a School of Choice student.

   The Chairperson noted School of Choice was a process and the Board of Trustees would not be getting involved. He confirmed the Board did not follow through on the comments made in June, 2011 and felt the matter had "somewhat fell through the cracks". He confirmed "other things were now in effect" which were impacting any decision making regarding facilities and transportation. He noted the Division needed to look at the "whole picture for the whole division" before any final decisions could be made. Further discussions were held regarding School of Choice. Procedures 7001.2 were noted with respect to the process followed.

2.07 Motions

43/2012 Mr. Murray – Mr. Kruck

That the Construction Documents for the Meadows School Elevator and Universal Washroom addition be approved and that the architect be authorized to forward the plans to The Public Schools Finance Board.

Carried.

44/2012 Mr. Murray – Mrs. Bowslaugh

That the Agreement for establishment of a scholarship for a graduating student from each of the three Senior High Schools in the Brandon School Division who has applied to and been accepted at a Post-Secondary Institution to pursue post-secondary studies to be known as "Guild Insurance Brokers Lend a Hand Annual Scholarship" in the amount of $200.00 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.

45/2012 Mr. Murray – Mr. Snelling

That the trip involving 10 high school students from Vincent Massey High School and 10 high school students from Crocus Plains Regional Secondary School, to Toronto, Ontario from May 19, 2012 to May 23, 2012 be approved and carried out in accordance with Board Policy/Procedures 4011: Off-Site Activities.

Trustee Bowslaugh noted there were two schools going to this event and proposed a friendly amendment to include "10 high school students from Crocus Plains Regional Secondary School" would also be attending. The Board agreed to include the friendly amendment to reflect the inclusion of both schools.

Trustees requested clarification regarding the proposed budgets and paying for coaches to attend. It was also confirmed this was a school trip and not a club volleyball trip.

Carried.

46/2012 Mr. Bartlette – Mr. Murray

That Policy 6037 – "Communications and Technology Specialist" is hereby approved.

Carried.

47/2012 Mr. Bartlette – Mr. Murray

That Policy 6038 – "Research and Evaluation Services Specialist" is hereby approved.

Carried.

48/2012 Mrs. Bowslaugh – Mr. Kruck

That Policy 6039 – "Aboriginal Education Learning Specialist" is hereby approved.

Carried.

49/2012 Dr. Ross – Mr. Bartlette

That Policy 4041 – "Fundraising" is hereby reaffirmed.

It was agreed the Policy should be referred back to the Policy Review Committee in order to include reference to the Nutrition Policy and to expand on the ban against the sale of alcohol as part of a fundraising event.

Tabled.

50/2012 Mr. Bartlette – Mr. Snelling

That Procedures 4041 – "Fundraising" be amended as follows:

- Add the words "school-wide" following the word "one" in point c) of the first paragraph.
- Add an additional bullet in point d) of the first paragraph which states "the capacity of the school and its community to meet fundraising targets".

Carried.

51/2012 Mrs. Bowslaugh – Mr. Kruck
That Policy and Procedures 4032 – "Student Safety Patrols" is hereby reaffirmed.

Carried.

52/2012 Mr. Karnes – Mr. Snelling
That a wheelchair school bus be provided to the Society for Manitobans with Disabilities 2012 Summer Day Camp for the weeks of July 9th, 2012 to August, 31st, 2012, at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Motor Transport Board.

Carried.

53/2012 Mr. Kruck – Mr. Snelling
That a Committee be jointly established with CUPE Local 737 to review the current support staff Pension Plan and that Trustees Kruck, Murray, and Snelling be appointed to the Committee.

Carried.

54/2012 Mr. Kruck – Mr. Snelling
That Policy 5022 – "Absence Caused by Inclement Weather" is hereby reaffirmed.

Carried.

55/2012 Mr. Karnes – Dr. Ross
That a term Joint Job Evaluation Human Resources Secretary be hired for the remainder of the 2011/2012 School year at an estimated cost of $6,433 for salaries and benefits to be funded from Accumulated Surplus.

Trustee Karnes spoke to the motion providing Trustees with the reasoning for bringing the motion forward.

Carried.

56/2012 Mr. Karnes – Dr. Ross
That a term Joint Job Evaluation Human Resources secretary be hired for the 2012/2013 school year at an estimated cost of $49,883 for salaries and benefits to be funded from Accumulated surplus.

Trustee Karnes noted this position would continue from July 1, 2012 through to the next year. Discussions were held regarding funding of the position from Accumulated Surplus. It was noted the 2012-2013 budget had been set and therefore the payment of the position would be required from Accumulated Surplus.

Carried.

57/2012 Mr. Karnes – Mr. Murray
That the low bid for École Neelin High School Heating System Replacement as approved by the Public Schools Finance Board be accepted.

Carried.

2.08 Bylaws

That By-Law 1/2012 being a by-law to amend By-Law 4/2010 regarding the authorization of payments of indemnities to Trustees be now read for the first time.

58/2012 Mr. Murray – Mr. Bartlette
That the first reading of the proposed by-law 1/2012 be postponed until May 14, 2012.

Mr. Murray spoke to the motion, noting he did not agree with the second proposed change to the by-law. As this proposed by-law change was coming forward from Trustee Sumner, Mr. Murray felt the first reading, and his comments, should be brought forward at the next meeting when Trustee Sumner would be back from the National School Board Conference.

Carried.

2.09 Giving of Notice

Mr. Snelling
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 approve Policy and Procedures 5074 - "Workplace Violence Prevention".

Mr. Snelling
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 the following policies:

- Policy 6006 – "Administrator of Student Support Services";
- Policy 6019 – "Role of the Teacher".

2.10 Inquiries

1. Trustee Kruck requested the following:

   "I would like a listing of all the school operated intramurals and clubs that happen during recess or lunches in all the schools in the Brandon School Division. I request that the listing be according to each school".

   Superintendent, Dr. Michaels, confirmed much of this information had been provided in November 2011 as a response to Trustee Sumner's request for information on school activities.

2. Trustee Kruck also inquired about the status of the parent inquiry regarding the length of the girls' volleyball team shorts. It was noted uniforms fall under the regulations of the MHSAA and the Division did not feel it should interfere. It was agreed the matter should be referred to the Divisional Futures and Community Relations Committee for further discussion and to determine whether or not this is a request of all parents or only a few. It was suggested a letter be sent to

school coaches to determine whether or not they had received any parental concerns regarding this matter.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Superintendent, Dr. Michaels, highlighted the following:

- Updated information regarding the Water Studies program at Crocus Plains Regional Secondary High School;
- A letter received from the Premier of Manitoba selecting the Youth Revolution to receive the Premier's Volunteer Service Award for 2012.

Trustees requested a letter of congratulations be forwarded to Ms. Lili Jardine regarding the Premier's Volunteer Service Award.

Trustee Murray highlighted the information received regarding the Full Day Every Day Kindergarten as well as the Suspension Report.

Mr. Murray – Mr. Snelling
That the report be received and filed.
Carried.

3.02 Communications for Information

NIL

3.03 Announcements

Point of Privilege: Trustee Sefton noted that he, Trustee Murray and Secretary-Treasurer, Mr. Zabowski, were unable to attend the Chamber Luncheon on Wednesday, April 25, 2012 wherein the Premier of the Province would address the "State of the Province". He suggested representatives from each of the three high schools be invited to attend in their place. The Board agreed Superintendent, Dr. Michaels, confirmed she would contact the school principals regarding the offer.

a) Divisional Futures & Community Relations Committee Meeting – 11:30 a.m., Tuesday, April 24, 2012, Board Room.

b) Divisional Futures & Community Relations Committee Meeting – 11:40 a.m., Thursday, April 26, 2012, O'Kelly School.

c) MSBA Trustee Education Session – 9:30 a.m., Friday, April 27, 2012, Victoria Inn, Brandon.

d) Policy Review Committee Meeting – 11:30 a.m., Tuesday, May 1, 2012, Board Room.

e) Divisional Futures & Community Relations Committee Meeting – 11:30 a.m., Thursday, May 3, 2012, Board Room.

f) Divisional Futures & Community Relations Committee Meeting – 1:30 p.m., Monday, May 7, 2012, Board Room.

g) Divisional Futures & Community Relations Committee Meeting – 7:00 p.m., Monday, May 7, 2012, École New Era School.

h) Facilities & Transportation Committee Meeting – 12:00 noon., Wednesday, May 9, 2012, Board Room.

i) Education Committee Meeting – 11:30 a.m., Thursday, May 10, 2012, Board Room.

j) Finance Committee Meeting – 1:00 p.m., Monday, May 14, 2012, Board Room.

k) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, May 14, 2012, Board Room.

Mr. Karnes – 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.

- **Trustee Inquiries**

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

Mr. Karnes – Mr. Bartlette
That the Committee of the Whole In Camera do now resolve into Board.
Carried.

IN BOARD

5.00 ADJOURNMENT

Dr. Ross – Mr. Murray
That the meeting does now adjourn (9:16 p.m.)
Carried.

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Chairperson Secretary-Treasurer