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 9, 2012.

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

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

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

REGRETS:
Mr. G. Kruck.

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, noted the inclusion of Motion No. 42/2012 from the Personnel Committee Meeting regarding the establishment of an Administrator Selection Committee.

Superintendent, Dr. Michaels, confirmed she had two personnel matters for In-Camera discussions.

The Chairperson requested a “Trustee Only” session immediately following the Board Meeting.

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 Regular Board Meeting held March 26, 2012 were circulated.

Dr. Ross – Mr. Murray
That the Minutes be approved as circulated.
Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

2.02 Reports of Committees

a) Friends of Education Committee Minutes

The written report of the Friends of Education Committee meeting held on March 20, 2012 was circulated.

Trustee Snelling inquired about the new brochure being developed by the Committee. He asked if the Committee had taken into consideration the Board's previous discussions on possibly updating the Division logo. Secretary-Treasurer, Mr. Zabowski, noted it would take awhile before the development of a new logo was complete. Therefore, he recommended the Committee print enough brochures for a year at this time.

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

b) Policy Review Committee Minutes

The written report of the Policy Review Committee meeting held on April 2, 2012 was circulated.

Mr. Sumner – Mr. Snelling
That the Minutes be received and filed.
Carried.

c) Other

- Trustee Sefton spoke about a meeting the Board had with the Minister of Education on March 29th. He noted the main topics of discussion included: 1) the changing demographics of the Division; 2) the recent funding announcement; 3) the Division's need for additional classroom space/new school; and 4) the 20 K-3 class size cap and the challenges this will represent. The Chairperson felt the meeting had continued to work towards bridge building between the Division and the Ministry.

2.03 Delegations and Petitions

1. Ms. Tracey Denbow-Peasgood, parent, spoke to the Board of Trustees regarding recent budget decisions pertaining to bussing of Grade 7 and 8 students to home economics and industrial arts. She asked the Board to put the needs of all students into consideration. She felt with some effort the Division could come up with a solution which would mutually satisfy all involved. She provided three possible options for transporting students to home economics and industrial arts. She encouraged the Board to look at the current situation and to ask parents what is working and what is not working. Following Ms. Denbow-Peasgood's presentation, clarification was provided regarding the history of using City Transit buses to transport students; clarification that the Division does not pay for this service; how the average taxpayer would feel about providing this additional service and the cost involved; and clarification regarding the lack of presentations that have come to the Board table on this matter. It was suggested to Ms. Denbow-Peasgood that she raise the matter up with her parent council. The parent council could then bring it forward at the School Division/Parent/Guardian Advisory Committee for further discussion.

2.04 Communications for Action

1. Barb Hildebrand, Brandon West Middle Schools Bands (BWMSB) Representative, April 2, 2012, noting the BWMSB has been offered the opportunity to perform during the noon hour on the Grand Staircase at the Manitoba Legislature on Wednesday, April 18, 2012.This performance event will be undertaken by the Grade 7 and 8 Wind Ensemble under the direction of Mr. Graydon Cramer. The volunteer band parent group is requesting financial support from the School Division to go towards the transportation costs for this special event. The overall transportation cost is approximately $900. Musicians will be contributing $400 ($20 per musician) towards the costs. They are requesting assistance from the Board to help cover the remainder of the cost.

   Referred Motions.

2. Mr. Bob Lee, Organizing Member of the Division Wide MY Oratorical Event, April 4, 2012, noting this year's event will take place on May 10th, 2012 in the McLaren Room at the Division Office. A copy of last year's program and a breakdown of last year's expenses are included. He notes finding sponsorship continues to be a great challenge and he hopes the Division will offer to cover all costs that are incurred to a maximum of $500 per annum. He notes costs include awards and honorariums totaling $400. In past years approximately 50 students have been directly involved in this event representing most Schools and Middle Year's classrooms from around the Division.

   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 – 2011-2012 Student Assessment Results for Grades 3, 5, 7 and 9 – T. Vallotton, Numeracy Specialist, Co-Ordinator of Research, Evaluation and Assessment.

Ms. Vallotton spoke to the Board of Trustees regarding the 2011 – 2012 Student Assessment Results for Grades 3, 5, 7 and 9. She noted the students had been assessed according to the MANE indicators in both literacy and numeracy. She also noted each grade had been broken down into like sub-groups. She asked the Trustees for feedback regarding the graphs and the method of reporting; noting this was the first time results had been presented in this matter. She stated detailed information had been provided for each grade assessed and had been included in the Board's electronic agenda package. She also confirmed information could be found in the Quarterly Report included in the Report of Senior Administration.

Following Ms. Vallotton's presentation the Chairperson thanked her for the level of detailed analysis which had been provided. He confirmed the data was invaluable for both school based decisions and Board based decisions. Trustees asked questions for clarifications including: whether or not such detailed information was provided regarding provincial averages; the inclusion of EAL students; whether or not the MANE indicator could be changed to the EMAN indicator; and the "exceeding" and "meeting" categories be stacked. Trustees asked how the information would be used. It was noted the information aided school administrator's with their school development plans; assisted the Board of Trustees in making budget decisions; and helped to determine policy development.

The Chairperson again thanked Ms. Vallotton for her presentation.

c) Items from Senior Administration Report –
- Scholarship Committee Appointments – Referred Motions. <u>Point of Privilege:</u> Secretary-Treasurer, Mr. Zabowski, confirmed the meeting for the Scholarship Committee was scheduled for May 30, 2012.
- Giving of Notice - Rescind Policies 7019 and 7021 – Referred Motions.
- Population Growth and Facility Sustainability Report – Referred Business Arising.
- Trustee Inquiries
    - Trustee Kruck – Earl Oxford Basement

<u>2.06 Public Inquiries (max. 15 minutes)</u>

2.07 Motions

38/2012 Mr. Murray – Mr. Karnes
That Trustees Bartlette and Sefton be approved to serve as members of the Scholarship Committee for 2011/2012.
Carried.

39/2012 Mr. Bartlette – Mr. Snelling
That the following policies be rescinded:
- Policy 7019 – "Student Evaluation"
- Policy 7021 – "Student Pictures".
Carried.

40/2012 Mr. Karnes – Mr. Murray
That the financial request of the Brandon West Middle School Band Volunteer Parent Group to assist in the transportation costs to travel to Winnipeg to perform at the Manitoba Legislature on Wednesday, April 18, 2012 be approved in the amount of $200.00.

Trustee Bowslaugh inquired as to why the amount stated in the motion was $200 and not $500 as requested by the Parent Volunteer Group. Secretary-Treasurer, Mr. Zabowski, noted historically the figure of $200 was provided for such requests.

Mr. Sumner – Mr. Snelling
That the motion be amended to reflect the sum of $500 instead of $200.
Carried (7-1 – Trustee Karnes Opposed).

Amended Motion:
That the financial request of the Brandon West Middle School Band Volunteer Parent Group to assist in the transportation costs to travel to Winnipeg to perform at the Manitoba Legislature on Wednesday, April 18, 2012 be approved in the amount of $500.00.
Carried (7-1 – Trustee Karnes Opposed).

41/2012 Mrs. Bowslaugh – Mr. Snelling
That support for the Division Wide Oratorical Event for Grades 5-8 in the amount of $400.00 be approved.
Carried.

42/2012 Mr. Snelling – Mr. Karnes
That a School Administrator Selection Committee, as per Policy/Procedures 5002, be established and further Trustees Bartlette, Bowslaugh and Murray be appointed to the Committee and that the Committee remain in effect until all administrator vacancies which may arise for the 2012/2013 school year have been filed.
Carried.

2.08 Bylaws

NIL

2.09 Giving of Notice

Mr. Sumner
I hereby give notice that I, or someone in my stead, will introduce By-Law 1/2012 being a by-law to amend By-Law 4/2010 regarding the authorization of payments of indemnities to Trustees.

2.10 Inquiries

1. Trustee Snelling asked for the Board's direction regarding whether or not he was to contact Mr. Ken Jackson and include him in any meetings with the International Peace Gardens regarding the B.J. Hales Museum. The Chairperson referenced the 2009 Board Minutes wherein Mr. Jackson had made a presentation to the Board, following which the Board had requested he be included in any further discussions as past curator of the Museum. Mr. Snelling was therefore directed to contact Mr. Jackson and include him in discussions with the International Peace Gardens.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Secretary-Treasurer, Mr. Zabowski, spoke to the Sustainability Report which had been included as Appendix "D". He noted this report was still in the early stages of review, discussion, consultation and implementation and emphasized no changes would be made for the start of the 2012-2013 school year. He recommended the report be forwarded to the Facilities and Transportation Committee for an in-depth review.

Superintendent, Dr. Michaels, highlighted the Quarterly Report included in the Report of Senior Administration. She noted several student accomplishments which had been reported by each school administrator.

Trustee Murray noted in the Quarterly Report that the Division is currently bussing 2,900 students which is up considerably from only a few years ago.

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

3.02 Communications for Information

NIL

3.03 Announcements

a) Facilities and Transportation Committee Meeting – 1:00 p.m., Wednesday, April 11, 2012, Board Room.

b) Education Committee Meeting – 11:30 a.m., Thursday, April 12, 2012, Board Room.

c) School Division/Parent/Guardian Advisory Committee Meeting – 7:00 p.m., Wednesday, April 18, 2012, McLaren Room.

d) Divisional Futures and Community Relations Committee Meeting – 11:30 a.m., Thursday, April 19, 2012, Board Room.

e) Brandon Regional Early Child Development Forum – 8:30 a.m., Friday, April 20, 2012, Victoria Inn, Brandon.

f) Personnel Committee Meeting – 12:00 noon, Monday, April 23, 2012, Board Room.

g) Finance Committee Meeting – 1:30 p.m., Monday, April 23, 2012, Board Room.

NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, April 23, 2012, Board Room

Mr. Murray – Mr. Snelling
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 Superintendent spoke to the procedures for an administrative personnel position.

c) The Superintendent provided information on two administrative personnel matters.
d) The Superintendent provided information on a personnel matter.

- **Trustee Inquiries**

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

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

IN BOARD

5.00 ADJOURNMENT

Mr. Murray – Mrs. Bowslaugh
That the meeting does now adjourn (9:22 p.m.)
Carried.

Chairperson

Secretary-Treasurer