



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, DECEMBER 9, 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. D. Labossiere, Recording Secretary, Ms. S. Bailey, Live Streaming Video Operator, Ms. K. Boklaschuk.

Senior Administration: Dr. D. M. Michaels, Superintendent/CEO, Mr. G. Malazdrewicz, Associate Superintendent (exited at 7:45 p.m. and returned at 8:50 p.m.), Ms. B. Switzer, Director of Human Resources.

The Chairperson called the meeting to order at 7:00 p.m. He welcomed everyone in attendance.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

The Secretary-Treasurer noted he had a late motion to bring forward from the Facilities and Transportation Committee with respect to a tender which had closed earlier in the day. He also confirmed he had two In-Camera discussions regarding Board Operations and one In-Camera discussion regarding a Personnel Item.

The Chairperson confirmed he also had two In-Camera items to bring forth regarding Board Operations.

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 November 25, 2013 were circulated.

Mr. Karnes – Mr. Snelling
That the Minutes be approved as circulated.
Carried.

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

The Chairperson recognized the following students:

- Grade 2 class from George Fitton School for winning Category 1, Grades 1-3 in the City of Brandon's Annual Waste Reduction School Challenge;
- Grade 5-6 class from Riverview School for winning Category 2, Grades 4-6 in the City of Brandon's Annual Waste Reduction School Challenge;
- Honourable Mention to the Grade 6 class at Linden Lanes School for participating in the City of Brandon's Annual Waste Reduction School Challenge.

A student from each school spoke on behalf of their class. Each student was presented with a lanyard and the school was presented with a Certificate of Recognition.

2.02 Reports of Committees

a) School Division/Parent/Guardian Advisory Committee Meeting

The written report of the School Division/Parent/Guardian Advisory Committee meeting held on November 20, 2013 was circulated.

It was noted that the Budget Public Consultation had been changed from February 5, 2014 to February 12, 2014. The Consultation was still to be held at École Harrison at 7:00 p.m.

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

b) Divisional Futures and Community Relations Committee Meeting

The written report of the Divisional Futures and Community Relations Committee meeting held on November 22, 2013 was circulated.

Discussions were held regarding the insurance requirements at the Brandon University Healthy Living Centre, as well as the possibility of using the centre to meet the credit requirements for Grade 11 and 12 physical education.

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

c) Finance Committee Meeting

The written report of the Finance Committee meeting held on November 25, 2013 was circulated.

Discussions were held regarding the upcoming budget and individual Trustee requests. Superintendent, Dr. Michaels, reiterated that Senior Administration would be presenting a status quo budget as directed by Trustees through motion 119/2013 and 120/2013. She noted that inflation, PST increased and other factors will be factored into a status quo budget and there will not be the same amount of money to spend as the Board will be beginning in a deficit position for budget. Any

additional needs brought forward by Trustees needs to be thoughtfully and seriously considered. Trustees requested they be provided with enhancement request forms for individual Trustees who wish to bring forth same.

Mr. Sumner – Mr. Snelling

That the Minutes be received and filed.

Carried.

d) MSBA Resolutions Committee Meeting

The written report of the MSBA Resolutions Committee meeting held on December 2, 2013 was circulated.

The Chairperson noted the letter received from MSBA and addressed to The Honourable Kerri Irvin-Ross, Minister of Family Services and The Honorable Kevin Chief, Minister of Children and Youth Opportunities regarding an integrated public system of early learning and child care. He suggested that the Board consider a friendly amendment to the upcoming motion regarding resolutions, to remove Resolution Number 2, given the information noted in the MSBA letter.

Dr. Ross – Mr. Snelling

That the Minutes be received and filed.

Carried.

e) Education Committee Meeting

The written report of the Education Committee meeting held December 3, 2013 was circulated.

Trustees spoke to the recent article written in the Brandon Sun regarding the Neelin Life Skills Program and thanked the Sun reporter for a well written article.

Mr. Bartlette – Mr. Kruck

That the Minutes be received and filed.

Carried.

f) Facilities and Transportation Committee Meeting

The written report of the Facilities and Transportation Committee meeting held on December 5, 2013 was circulated.

Discussions were held regarding the possibility of using propane powered school buses. The Committee Chairperson confirmed the Supervisor of Transportation would be providing the Committee with a report in due course. Trustees also requested clarification regarding the qualifications of the company that would be attending to the asbestos abatement at Crocus Plains Regional Secondary School for the science lab renovations.

Mr. Karnes – Mrs. Bowslaugh

That the Minutes be received and filed.

Carried.

g) Other

NIL

2.03 Delegations and Petitions**2.04 Communications for Action**

- a) The Honourable James Allum, Minister of Education and Advanced Learning, November 26, 2013, thanking the Board of Trustees for their letter of October 18, 2013, advising of the Division's enrollment pressures over the next five years. The letter provided a proposal and summary preliminary analysis of a plan to repurpose the former Heavy Duty Shops facility at Assiniboine Community College (ACC) into elementary level home economics, industrial arts, and band programs. The renovation of ACC would allow for the conversion of the former special use/vocational areas at École Harrison, Earl Oxford, Waverly Park, and Riverheights, into classroom space. He notes the Department of Education and Advanced Learning and The Public Schools Finance Board will continue to work with the Brandon School Division to evaluate this proposal further and in more depth, with a focus on both the programming and enrollment perspective, as well as from an infrastructure/physical space and accommodations point of view.

Referred Business Arising.

- b) Floyd Martens, President, Manitoba School Boards Association, December 5, 2013, addressed to The Honourable Kerri Irvin-Ross, Minister of Family Services and The Honourable Kevin Chief, Minister of Children and Youth Opportunities. The intent of the letter is to add the voice of Manitoba's public school boards to the call for an integrated public system of early learning and child care as outlined in the recent letter sent to the ministers by the Manitoba Child Care Association and the Child Care Coalition of Manitoba. The MSBA is in agreement with the defining parameters of an integrated ELCC system as noted in the MCCA/CCM letter. They confirm they see merit in the proposal to establish a Commission on Integrated Early Learning and Care with the mandate and the resources to design such a system and to articulate a multi-year plan to move the province towards its realization. They are committed to working with the Government and with provincial and community agencies to achieve this goal.

Referred MSBA Issues.

2.05 Business Arising**- From Previous Delegation****- From Board Agenda**

- a) The correspondence from the Honourable James Allum, Minister of Education and Advanced Learning, from Communications for Action 2.04a), thanking the Board of Trustees for their letter of October 18, 2013, advising of the Division's enrollment pressures over the next five years, and confirming the Department of Education and Advanced Learning and The Public Schools Finance Board will continue to work with the Brandon School Division to evaluate the proposal to use Assiniboine Community College in more depth was discussed. Trustees agreed the letter was very positive and referred to the matter to Senior Administration for follow-up with the Department.

- MSBA issues (last meeting of the month)

- a) The correspondence from Floyd Martens, President, Manitoba School Boards Association, from Communications for Action 2.04b, addressed to The Honourable Kerri Irvin-Ross, Minister of Family Services and The Honourable Kevin Chief, Minister of Children and Youth Opportunities regarding an integrated public system of early learning and child care as outlined in the recent letter sent to the ministers by the Manitoba Child Care Association and the Child Care Coalition of Manitoba was discussed and referred to Senior Administration for follow-up. Trustees also requested that a letter be sent to MSBA thanking them for their advocacy in this area and noting that the Brandon School Division agrees with them. It was also requested that a copy of that letter be forwarded to Ministers Chief and Irvin-Ross.

- From Report of Senior Administration

- a) School Reports – NIL
- b) Learning Support Services Presentation – EDI Results and Kindergarten Entry Profile Summary – Fall 2013 – M. Wilson, Research and Evaluation Services Specialist.

Ms. Wilson, Division Research and Evaluation Services Specialist provided Trustees with an in-depth summary of early indicators with respect to Kindergarten. She noted she would be reviewing three sets of data in her presentation, including: Early Development Instrument (EDI) Results for 2012-2013; Kindergarten Entry Profile for the Fall of 2013; and the Kindergarten Continuum for November 2013. Ms. Wilson reviewed the five EDI domains noting how the students entering Kindergarten in the Brandon School Division compared to the Manitoba base line. She also highlighted the specific skills deficits in the Brandon School Division and how this data can assist teachers in programming and instructions. Ms. Wilson provided information which compared the results from Full Day Every Day Kindergarten classes to Half-Time Kindergarten Classes. She concluded her presentation by speaking to the information and data which would be provided through tracking individual student progress and longitudinal analyses with respect to Full Day Every Day Kindergarten. The Chairperson thanked Ms. Wilson for her presentation.

Trustees asked questions for clarification regarding longitudinal data, as well as the base line and how it was determined. Discussions were held regarding the impact of social-economic factors and other societal issues which contribute to the data collected.

Trustee Ross asked for information regarding how the base line was established. Ms. Wilson noted she could provide that information to the Board of Trustees.

- c) Items from Senior Administration Report
 - Crocus Plains Regional Secondary School Off-Site Activity Request – Referred motions.
 - Trustee Inquiries:
 - o M. Sefton – School WiFi Health Concerns.
 - o G. Kruck – Solicitor Costs.
 - o P. Bowslaugh – Part B Information – DOTC Police Services as Possible School Resource Officer.
 - o P. Bowslaugh – Additional Division Insurance for User Groups.

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

137/2013 Mr. Bartlette – Mr. Snelling

That the trip involving twenty (20) male grades 10 to 12 hockey students, from Crocus Plains Regional Secondary School to make a trip to Pittsburgh, PA from January 15 to January 19, 2014 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Sumner spoke against this item. He noted more than a year ago the Board adopted the current version of Policy 4001 – Off-Site Activities. One of the components of that policy was to place limits on what was a reasonable fundraising obligation that could be placed on students. He was reminded of this by a single parent earlier in the school year who was having difficulty financing for a high school trip. He noted in the application there was a meeting in October, when they received notice of the invitation. The cost to each student was \$1,400 and even with fundraising activities the cost would be up to a \$1,000 per student. Therefore under the guidelines established in policy this would require 14 to 19 weeks of fundraising. There was not sufficient time to fundraise as per policy guidelines and therefore for this reason alone he would not be voting in favour of this motion.

Trustee Kruck agreed with Trustee Sumner and also was not in favour of this motion. He asked for clarification regarding touring the City's "Strip District" noting it was an unfortunate use of language. He expressed concern regarding the cost and timelines for this trip. He asked why the trip came up so suddenly and whether or not it was an invitation. Mr. Malazdrewicz, Associate Superintendent, noted it was an invitational tournament. He confirmed that students usually anticipate a trip during the year and so there are preparations and fundraising which take place beyond the window of when the actual invitation comes in.

Trustee Murray understands that these things come up very quickly. However, upon reviewing the policy it would appear that by passing this motion the Board would be in contravention of its own policy. He referenced the amount of money and time noted in the policy and that this trip does not comply with the guidelines set out in the policy. He felt the policy had been amended and revised for very good reasons. He wondered why trips which do not meet this guideline are not being turned down by Division staff. He asked why these trips were coming to the Board Table as he felt the policy was very clear. He felt the Board had been put in a bad position where the policy either needed to be rescinded or the Board voted in violation of the policy. Therefore, he would be voting against the motion.

Trustee Bartlette agreed with Mr. Murray that the Board was put in a tough situation – but perhaps due to the creation of the policy. The policy does not give aspiring teams the opportunity to move forward from where they are. If that is what the Board believes in, then it has been accomplished because by the very nature of these invitationals it is such that they cannot meet our policies for very many if any of the invitationals. We have to push that aside as an opportunity for them. Yet he noted we have 100 percent of parents and students supporting this trip. This has put the Board in an awkward position. He is unsure he can make a decision on this in such a short time frame tonight.

Trustee Snelling asked the Administration if the issues of every child having the affordability to be on this trip have been met?

Superintendent, Dr. Michaels, noted the discussions held within the Office of Superintendent regarding this matter. She noted affordability is always an issue. She confirmed there may be other sponsorships they do not know about. She stated that she does not support extra-curricular hockey, football or other rough and tumble activities as she has seen enough injuries in her career. She suggested perhaps the issue is the category of the trips and it may now be time for the School Division to redefine those trips and look at what will be permitted by the Board and what is considered a community trip. She apologized for the situation the Board was placed in due to this matter.

Trustee Snelling noted the Division has other teams such as volleyball, basketball and other sports where teams go outside of the school division and wondered if that was where the Board was headed. He also asked if the policy addressed sponsorship.

Discussions were held regarding what is considered curricular, co-curricular and extra-curricular with respect to sports and the Grade 11 and 12 physical education credits.

Trustee Bowslaugh noted she worries about the policy. However she is empathic about invitationals and suggested the policy be amended to give a window for when invitationals are allowed. She noted this is a team and asked if any students would be left behind because of lack of funds.

Trustee Ross requested clarification regarding the school hockey team and intra-murals. It was noted hockey is associated with the MHSAA.

Trustee Karnes noted the Board needs to abide by policy whether he agreed with it or not. He felt this will likely move hockey out of the schools over time.

The Chairperson noted he would be voting in favour of the motion as he did not see it as a violation of policy. The policy noted only the students' share of the fundraising is limited to \$75.00 a week. It does not speak to other fundraising. He also noted the parents are unanimous in their support and therefore he felt that was very significant. He called for the question.

Carried 5-4
(Trustees Kruck, Sumner, Murray, Karnes Opposed).

138/2013 Mr. Snelling – Mr. Bartlette

That the Board submit to the Manitoba School Boards Association resolutions on the following:

- 1) Calculating classroom capacity;
- 2) Closing the Divide between Early learning, Child Care and the Public Education System;
- 3) Timelines Regarding Notification of Trustees – Student Suspensions.

Trustees agreed to a friendly amendment to remove Resolution Number 2, as the Manitoba School Boards Association was currently involved in advocating for this item.

Trustee Kruck requested an addition to the motion requesting that the MSBA advocate with the Federal and Provincial government for childhood anti-poverty measures due to

the strong relationship between poverty and lower educational scores. The Board agreed to the proposed amendment.

Amended Motion:

Mr. Snelling – Mr. Bartlette

That the Board submit to the Manitoba School Boards Association resolutions on the following:

- 1) Calculating Classroom Capacity;
- 2) Timelines Regarding Notification of Trustees – Student Suspensions;
- 3) Advocating for Childhood Anti-Poverty Measures.

Carried.

139/2013 Mr. Sumner – Mrs. Bowslaugh

That the Dual Language Book Initiative from École New Era School be nominated for the MSBA Premier Award for School Board Innovation for the Manitoba School Boards Association's 2014 Convention.

Carried.

140/2013 Mr. Sumner – Mrs. Bowslaugh

That the Design Development Documents for the Waverly Park School Two Classroom Addition – Phase Two project is hereby approved and that a letter be forwarded to The Public Schools Finance Board advising them of same.

Carried.

141/2013 Mrs. Bowslaugh – Mr. Sumner

That the Design Development Documents for the George Fitton School – two Classroom Renovation project is hereby approved and that a letter be forwarded to The Public Schools Finance Board advising them of same.

Carried.

142/2013 Mrs. Bowslaugh – Mr. Kruck

That a school bus be provided to the Society of Manitobans with Disabilities for their Winter Break Program for the days of December 23, 27 and 30, 2013 and January 2 and 3, 2014 at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Transport Board.

Carried.

143/2013 Mr. Kruck – Mrs. Bowslaugh

That the Brandon School Division advise the Pupil Transportation Unit that the Division would be interested in the opportunity to investigate propane-powered school buses for the upcoming tender process period.

Carried.

144/2013 Mr. Bartlette – Mr. Snelling

That the low bid from Power Vac for the Science Lab Renovations – Asbestos Abatement, at Crocus Plains Regional Secondary High School be accepted in the amount of \$38,556.00 (GST included) subject to the approval of the Public Schools Finance Board.

Carried.

2.08 Bylaws

NIL

2.09 Giving of Notice

NIL

2.10 Trustee Inquiries

1. Trustee Kruck requested the Office of the Secretary-Treasurer provide the following:

“To report back to the School Board as to whether sufficient sponsorship and other fundraising was accomplished in order for this trip (noted in motion 137/2013) to not be a violation of our existing off-site activities policy.”

2. Trustee Bartlette asked the Board of Trustees to consider revisiting Policy 4001 to clarify the issue with respect to invitational tournaments. The Board agreed and the matter was referred to Policy and Review Committee.

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

The Secretary-Treasurer noted the information included in the Report of Senior Administration with respect to Trustee Kruck's request regarding payment of solicitor fees.

The Secretary-Treasurer also noted the amount of time and staff involved with respect to Trustee Bowslaugh's request to inquire about the possibility of using the services of the DOTC police in the high schools. The Board directed Senior Administration to continue to pursue the information requested in this inquiry.

The Secretary-Treasurer concluded by highlighting the information in the solicitor's opinion with respect to the Division providing insurance for outside user groups for community use of schools.

The Superintendent highlighted letters received from the Honourable Kevin Chief, Minister of Children and Youth Opportunities and the Lt. Governor of Manitoba responding to the dual language books which they had received.

The Board of Trustees directed that copies of the letters be forwarded to Ms. Amy Buehler, teacher, École New Era School, who had initiated the dual language book project.

Trustee Bowslaugh inquired about the length of suspension students received for cyberbullying.

Mr. Murray – Mr. Sumner

That the December 9, 2013 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Heather Demetriooff, Associate Director, Manitoba School Boards Association, November 19, 2013, regarding Booking Hotel rooms for the MSBA 2014 Annual Convention and noting every board is guaranteed a minimum of six rooms. There is a waiting list procedure if a board requires more than six rooms. The procedure for booking rooms at the Delta Winnipeg is included in the letter. Additional rooms are available at the Place Louis Riel.

Referred Office of Secretary-Treasurer.

- b) Gerald Farthing, Deputy Minister, Education and Advanced Learning, November 19, 2013, addressed to Superintendents, advising of new measures required to be taken by schools to improve school safety and security. He notes a review of existing and emerging security and emergency preparedness topics was undertaken. The review reinforced the importance that school emergency preparedness planning remain current at all time, be communicated in a timely fashion, and that schools be prepared against a threat through regular school building evacuations and lockdowns. Amendments to the Safe Schools Regulations addresses these recommendations. The amended regulations can be found at: <http://web2.gov.mb.ca/laws/regs/2013/151.pdf>

Ordered Filed.

- c) Chris Hagan, Senior Field Officer, Pupil Transportation Unit, Manitoba Education and Advanced Learning, November 29, 2013, advising school divisions of the opportunity to investigate propane-powered school buses for the upcoming tender process period, and to inform divisions that propane-powered units are available and may be purchased as an alternative to the standard diesel-powered school bus. Information regarding propane technology and its possible benefits to school divisions are included in the letter. They note that an expression of interest in propane-powered school buses is not a commitment for the purchase of this type. Diesel-powered units may be selected by school divisions at the time or ordering for the upcoming order. If the Division is interested in considered propane-powered schools buses for the upcoming year, they request the Division contact the Pupil Transportation Unit.

Referred to the Office of the Secretary-Treasurer.

3.03 Announcements

- a) Finance Committee Meeting – 2:00 p.m. Monday, December 16, 2013, Board Room.
- b) Personnel Committee Meeting – 9:00 a.m., Monday, January 13, 2014, Board Room.
- c) Aboriginal Education Advisory Committee Meeting – 1:30 p.m., Monday, January 13, 2014, Board Room.
- d) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, January 13, 2014, Board Room.
- e) Upcoming Budget Dates:
- Special Board Meeting – Presentation of Preliminary Budget – 7:00 p.m., Monday, January 20, 2014, Board Room.
 - **NEW DATE:** Public Budget Consultation Forum – 7:00 p.m., Wednesday, February 12, 2014 – École Harrison.

- All Day Budget Meeting – 9:00 a.m., Tuesday, February 18, 2014, Board Room.
- Special Board Meeting – Public Presentations re: Proposed 2014-2015 Budget – 7:00 p.m., Monday, March 3, 2014.

Mr. Sumner – Mr. Murray

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 spoke to a personnel item.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

- a) Secretary-Treasurer, Mr. Labossiere, provided information with respect to a Trustee Inquiry.
- b) The Board agreed to suggestions made with respect to a Board Operations matter.
- c) Trustees agreed to the process to be followed with respect to a Board Operations item.

- Trustee Inquiries

Mr. Bartlette – Dr. Ross

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

Carried.

POINT OF PRIVILEGE: The Board agreed that Trustees Ross, Kruck and Sefton would now serve on the Assistant Secretary-Treasurer Selection Committee.

5.00 ADJOURNMENT

Mr. Bartlette – Dr. Ross.

That the meeting does now adjourn (10:25 p.m.)

Carried.

Chairperson

Secretary-Treasurer