



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, MARCH 10, 2014.

PRESENT:

Mr. M. Sefton, 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, Ms. E. Jamora, Assistant Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources.

REGRETS:

Mr. J. Murray, Vice-Chairperson

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

Point of Privilege: Trustee Sefton requested Board permission to reorder the motions and that motion 18/2014 regarding the 2014-2015 proposed budget be discussed following all other motions. The Board of Trustees agreed to this change.

Trustee Sefton noted he had one item for in-camera discussions.

Mr. Kruck – 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 February 24, 2014 were circulated.

Mr. Sumner – Mr. Bartlette
That the Minutes be approved as circulated.
Carried.

- b) The Minutes of the Special Board Meeting held March 3, 2014 were circulated.

Mr. Sumner – Mr. Bartlette
That the Minutes be approved as circulated.
Carried.

2.00 GOVERNANCE MATTERS:**2.01 Presentations For Information****2.02 Reports of Committees**

- a) Education Committee Meeting

The written report of the Education Committee meeting held on March 3, 2014 was circulated.

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

- b) Other
- Visit by Minister of Education and Advanced Learning.

Chairperson, Mr. Sefton read the following report into the Board Minutes:

“On Thursday, February 27, James Allum, Minister of Education and Advanced Learning visited Brandon School Division.

The visit commenced at the Victoria Avenue campus of Assiniboine Community College. This was the Minister’s first opportunity to view the unused heavy shop spaces. Brandon School Division is interested in the possibility of converting some of this space for use for Industrial Arts, Home Economics and Band/Music options for our Middle Years students. This would help to alleviate some of the pressure on our existing buildings due to rapidly growing enrolment.

Minister Allum then attended the Neelin High School Off Campus school. While there he toured the facility and conversed with a number of students and staff.

The Board of Trustees then met with Minister Allum in the Board Room in the Brandon School Division administration building. Trustees and the Minister had a valuable discussion on a range of issues.

The Board of Trustees appreciates the opportunity to meet with the Minister and looks forward to future discussions.”

Point of Privilege: Trustee Kruck noted Minister Allum had given him permission to quote the Minister regarding keeping teachers in the classroom.

2.03 Delegations and Petitions

2.04 Communications for Action

- a) Mr. Trevor Maguire, Western Manitoba Science Fair, undated, noting this year's Western Manitoba Science Fair is to be held on Tuesday, March 18, 2014 at the Keystone Center. Donations from the school divisions, corporate and private sponsors, allows for the provision of awards and to send students to the Canada Wide Science Fair. They are asking for the Division's continued support of this event. The Profit and Loss Statement and the Balance Sheet Summary are attached for information.

Referred Motions.

2.05 Business Arising

- From Previous Delegation

- a) Ms. Alison Johnston, President, Brandon Teachers' Association, regarding the 2014-2015 Brandon School Division Budget.

As a motion regarding the budget was to take place later in the evening, there were no discussions held regarding this presentation. The Board Chairperson thanked Ms. Johnston for her presentation.

- From Board Agenda

- MSBA issues (last meeting of the month)

- a) The Chairperson noted that a letter had been sent to the MSBA as directed by Trustees at the February 24, 2014 Regular Meeting of the Board of Trustees.

- From Report of Senior Administration

- a) School Reports - NIL
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report
 - Dr. Peter Letkeman Scholarship – Referred Motions.
 - Spirit of Avery Hall Scholarship Agreement – Referred Motions.
 - 2014-2015 Final Budget – Referred Motions.
 - Trustee Indemnities – 2014 MSBA Convention – Referred Motions.
 - Crocus Plains Regional Secondary School Off-Site Activity Request – Referred Motions.

2.06 Public Inquiries (max. 15 minutes)

NIL

2.07 Motions

The Secretary-Treasurer spoke to the two motions regarding scholarships. He also spoke to the motion regarding the 2014-2015 Budget.

16/2014 Mr. Bartlette – Dr. Ross

That the scholarship known as the “Dr. Peter Letkeman Scholarship in Recognition of High Achievement in Chemistry” for a Grade 11 and Grade 12 at Vincent Massey High School for Chemistry be amended to increase the amount awarded to a Grade 11 student from \$250 to \$300, 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.

The Board expressed their appreciation to Dr. Letkeman for his scholarship contribution.

17/2014 Dr. Ross – Mr. Snelling

That the Agreement between the Family of Avery Hall and the Brandon School Division to establish an annual scholarship in the amount of \$3,000 to a graduating student from École secondaire Neelin High School to be known as the “Spirit of Avery Hall Scholarship” 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.

The Board expressed their appreciation to the family of Avery Hall for their scholarship contribution.

NOTE: Motion 18/2014 was discussed following approval of motion 22/2014.

18/2014 Mr. Karnes – Dr. Ross

That the Final Budget for 2014-2015 and the 2014 Special Levy be approved as follows:

Total Operating Expenditures	\$89,398,700
Total Capital Expenditures	<u>\$ 2,145,100</u>
Total Expenditures	<u>\$91,543,800</u>
2014-2015 Special Requirement	<u>\$41,706,634</u>
2014 Special Levy to be raised from Municipalities	<u>\$40,665,635</u>

Trustee Kruck requested the following from the Secretary-Treasurer:

- “If the Board was to reduce the Coquitlam fund and go back to the old cleaning formula how much money would the Division save?” Mr. Labossiere noted the sum would be \$133,300.
- “How much money does it cost for five discretionary positions?” Mr. Labossiere noted the cost is 5FTE at approximately \$80,000 each.

AMENDMENT ONE:

Mr. Snelling – Mr. Bartlette

That the budget be increased by \$120,000.

Mr. Snelling expressed concern that the Division was still growing and wanted to ensure there was enough staff to meet the demands of enrollment growth. He noted an increase of \$120,000 would increase taxes to just above 3%. This amount was still within the range of increase discussed by the Board of Trustees on budget day.

AMENDMENT TWO:

Mrs. Bowslaugh – Mr. Karnes

That the professional development budget line be reduced by \$120,000

Mrs. Bowslaugh noted she would like the funds proposed through Trustee Snelling's amendment be funded through a reduction to the professional development fund. She noted she was a strong supporter of professional development, however, there was currently approximately \$700 available per person. She felt the budget line of \$761,800 could be reduced by \$120,000 and still have enough to provide quality professional development for teachers.

Superintendent, Dr. Michaels clarified that the Brandon Teachers Association does not contribute to the Division's professional development dollars. There is a joint Brandon Teachers Association/Brandon School Division Professional Development Committee. The budget line for professional development is funded 60% through the government funding and 40% from the local tax levy.

Trustee Karnes inquired as to whether or not Mrs. Bowslaugh's proposals was over and above the \$40,000 reduction to Professional Development travel that had been discussed on budget day. Mrs. Bowslaugh confirmed that it was separate from the travel reduction.

Trustees spoke for and against Mrs. Bowslaugh's proposed amendment.

Defeated 3-5 (Trustees Bartlette, Ross, Sefton, Snelling and Sumner Opposed).

AMENDMENT THREE:

Mr. Sumner – Mr. Snelling

That the \$44,500 set aside for parking lot improvements in the Capital and Maintenance Budget be removed.

Mr. Sumner noted he proposed the removal of the parking lot improvements from the Capital and Maintenance Budget in order to assist in covering the cost of the \$120,000 increase proposed by Trustee Snelling. He confirmed the three schools identified in the Capital and Maintenance budget were Earl Oxford School, King George School and Crocus Plains Regional Secondary High School. He confirmed this was for one year only.

Trustees spoke for and against the proposed amendment.

Carried 6-2 (Trustees Sefton and Ross Opposed).

AMENDMENT FOUR:

Mrs. Bowslaugh – Mr. Sumner

That the professional development budget line be reduced by \$80,000.

Mrs. Bowslaugh noted she was reintroducing her proposal to reduce the professional development budget line. She proposed reducing the budget by \$80,000 to make up for the shortfall between

Trustee Snelling proposed amendment to increase the budget by \$120,000 and Trustee Sumner's approved motion to remove \$44,500 from the Capital and Maintenance budget. Mrs. Bowslaugh also noted this could be a one year reduction.

Trustees expressed concern regarding onetime only adjustments. It was also noted that removing \$80,000 from the professional development budget will impact future funds received from the government as the reduction will impact the formula.

Trustees spoke for and against this motion.

Defeated 4-4 (Trustees Bartlette, Ross, Sefton, Snelling Opposed).

As there were no further proposed amendments to Mr. Snelling's amendment, the Board of Trustees returned to amendment one.

AMENDMENT ONE:

Mr. Snelling – Mr. Bartlette

That the budget be increased by \$120,000.

Defeated 3-5 (Trustees Bartlette, Bowslaugh, Karnes, Ross, Sefton Opposed).

As the original amendment to the motion proposed by Mr. Snelling was defeated any approved amendments to amendment one were no longer applicable.

AMENDMENT FIVE:

Mr. Kruck – Mr. Snelling

That the Revenue be increased by \$400,000 and the budget line for special discretionary positions be decreased by \$400,000.

Trustee Kruck noted he had spoken with the Secretary-Treasurer of the Seven Oaks School Division and that Division does not have a special discretionary fund. Therefore, Mr. Kruck did not believe the Brandon School Division needed such a fund.

Trustee Ross provided background information regarding the implementation of a special discretionary fund several years ago. She also expressed concerns regarding moving money out of one budget line to cover costs in another budget line.

Defeated 1-7 (Trustees Bartlette, Bowslaugh, Karnes, Ross, Sefton, Snelling, Sumner Opposed).

AMENDMENT SIX:

Mr. Kruck – Mr. Sefton

That the Coquitlam Formula for cleaning of schools be reduced by \$80,000.

Trustee Kruck noted he would rather cut back on cleaning in the schools in order to keep teachers in the classroom.

Trustees expressed concern regarding the impact a reduction in cleaning would have on schools that were filled to capacity.

Defeated 1-7 (Trustees Bartlette, Bowslaugh, Karnes, Ross, Sefton, Snelling Sumner, Opposed).

Before voting on the original motion, Trustees requested clarification from the Superintendent regarding impact on the budget. Trustees also asked the Secretary-Treasurer to speak to pupil teacher ratio. Clarification was requested regarding instructions provided to school administrators with respect to classes with an enrollment of fifteen or less.

ORIGINAL MOTION:

That the Final Budget for 2014-2015 and the 2014 Special Levy be approved as follows:

Total Operating Expenditures	\$89,398,700
Total Capital Expenditures	<u>\$ 2,145,100</u>
Total Expenditures	<u>\$91,543,800</u>
2014-2015 Special Requirement	<u>\$41,706,634</u>
2014 Special Levy to be raised from Municipalities	<u>\$40,665,635</u>

Trustees spoke to the motion.

Trustee Karnes noted he was in favour of the motion. He confirmed the positive outcome from the proposed budget was that there would be no carry over for the next board.

Trustee Kruck stated he was opposing the motion. He noted teachers are essential especially at a time of increasing enrollment. He felt it was the wrong time to take a step backwards.

Trustee Sefton noted he would vote in favour of the motion. He confirmed cutting positions did not bring joy to anyone but it was part of a balancing act that the Board must perform. He noted the Board has added 96 positions to the Division of the last three years. He stated in the end the Board needs to have a budget. He spoke to the procedure which had taken place to develop the budget and that the will of the Board must prevail.

Trustee Bartlette spoke to the Board's budget day decisions. He noted those decisions have set the stage for the next budget. He agreed that no one likes to see any positions cut however, the Board need to look at a sustainable budget. He reiterated that the Government only funds 60% of the monies required to run a school division and not 100% therefore the Board needed to look at reductions and restraint. He confirmed the Board has made many positive changes over the last seven years. He would be voting for this budget because it is sustainable.

Trustee Snelling confirmed the Board needs to approve a budget. He also stated that Trustees should never have to apologize for funding a quality education. In order to do that, the system demands that the Board look to the local taxpayer to help fund education.

Trustee Sumner noted the Board of Trustees has been working on this budget for the last half year. He shares Trustee Bartlette's concerns that the Board needs to look at long term sustainability. He confirmed the Board had increased funding by 12% per child over the past three years. The Board has invested heavily in the education of the students in the Division. He noted it was therefore very hard to hear that this budget was an attack on education by the Board. He felt it was a small step backwards but the current Board of Trustees was still leaving the Division better off than when they were elected.

Trustee Bowslaugh was grateful that in the Province of Manitoba there is a system that allows trustees to respond to issues in the classroom. She noted not all provinces are able to do what Manitoba trustees can do. 100% funding would mean Trustees would not have the privilege of adding to the classroom as issues arise. She also noted that the Brandon School Division is a

complex division. There are systems and supports in place that other Divisions do not have. She noted it was important that there be consensus at the Board Table and therefore she would be supporting the motion.

Trustee Ross stated budgets are always difficult and that the Board of Trustees cannot make everyone happy. She hopes people appreciate that the decisions made by the Board are taken very seriously. She noted the Board had given "sober second thought" to the decisions made on budget day in order to do the best that can be done. She would be voting in favour of the motion.

Carried 7-1 (Trustee Kruck Opposed).

19/2014 Mr. Snelling – Mr. Karnes

That the Trustees be paid the appropriate indemnity for attending the Manitoba School Boards Association 2014 Convention to be held March 13 to 15, 2014, at the Delta Inn, Winnipeg, Manitoba.

Carried.

20/2014 Mr. Sumner – Mr. Kruck

That the trip involving four (4) male and nine (9) female Advertising Art students, from Crocus Plains Regional Secondary School to make a trip to Vancouver, BC from May 6 – May 10, 2014 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried.

21/2014 Mr. Kruck – Mr. Sumner

That the School Calendar for the 2014-2015 school year be established with the Christmas break occurring from December 22 to January 5, inclusive, and the ten (10) non-instructional days be five (5) professional development days and five (5) administrative days.

Carried.

22/2014 Mr. Kruck – Mr. Sumner

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

Carried. (Trustee Bowslaugh abstained)

2.08 Bylaws

NIL

2.09 Giving of Notice

NIL

2.10 Trustee Inquiries

a) Trustee Sumner requested the following information:

"I request that the Superintendent provide a report to the Board regarding all current diploma and certificate options offered in our senior high schools, with information on the credit requirements for each, with comparison to provincially mandated credit requirements where applicable".

The Superintendent advised the Board of Trustees the information would be presented to the Board of Trustees by the end of May, 2014.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

The Superintendent highlighted the following information from the Report of Senior Administration:

- Quality Learning at École Harrison;
- Quality Teaching at Vincent Massey High School;
- Quality Support Services at Linden Lanes School;
- The Suspension Report;
- The Minutes of the Drug and Alcohol Committee Meeting held February 20, 2014.

Trustees requested clarification regarding the Media programming at Vincent Massey High School. Concerns were also expressed regarding the suspensions for cyberbullying. Trustees inquired as to how this matter came to light. The Superintendent noted that the students who had been bullied reported the incident.

Mr. Bartlette – Mr. Snelling

That the March 10, 2014 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Mr. James Allum, Minister of Education and Advanced Learning, February 26, 2014, released, as part of the government's anti-bullying action plan, a *Provincial Code of Conduct* that sets out appropriate disciplinary consequences and interventions that all schools are required to follow. Principals must ensure that school discipline and behavior management policies are consistent with these consequences as stated in Section 4 of the *Appropriate Disciplinary Consequences in Schools Regulation 92/2013*. A summary of the content of this regulation has been developed and is attached to this correspondence. The provincial code was developed in partnership with the Provincial Oversight Committee in consultation with the provincial Safe Schools Advisory Committee. A copy of the *Provincial Code of Conduct* can be found on the government website at:

http://www.edu.gov.mb.ca/k12/safe_schools/charter.html

Referred Office of the Superintendent

- a) Mr. James Allum, Minister of Education and Advanced Learning, February 24, 2014, advising that the Waverly Park School – Two Classroom Addition project has been approved. The Brandon School Division may proceed to Design Development and Construction Document as per the attached scope of work.

Ordered Filed.

- b) Mr. James Allum Minister of Education and Advanced Learning, February 24, 2014, advising that the Meadows School – Three Classroom and Elevator Access Addition project has been approved. The Brandon School Division may proceed to Design Development and Construction Document as per the attached scope of work.

Ordered Filed.

3.03 Announcements

- a) Workplace Safety and Health Committee Meeting – 1:00 p.m., Wednesday, March 12, 2014, Board Room.

- b) Manitoba School Boards Association 2014 AGM – March 13 to March 15, 2014, Delta Inn, Winnipeg.
- c) Policy Review Committee Meeting – 2:30 p.m., Monday, March 17, 2014, Board Room.
- d) Finance Committee Meeting – 2:00 p.m., Monday, March 24, 2014, Board Room.
- e) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, March 24, 2014, Board Room.

Dr. Ross – Mrs. Bowslaugh

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
 - a) The Board Chairperson spoke to a Board Operations matter.
- Trustee Inquiries

Mr. Snelling – Mr. Bartlette

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

Carried.

5.00 ADJOURNMENT

Mr. Kruck – Mrs. Bowslaugh

That the meeting does now adjourn (9:20 p.m.)

Carried.

Chairperson

Secretary-Treasurer