



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, JANUARY 23, 2017.

PRESENT:

Mr. K. Sumner, Chairperson, Dr. L. Ross, Vice-Chairperson, Ms. S. Bambridge, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck (by phone), Mr. J. Murray, Mr. M. Sefton.

Mr. D. Labossiere, Secretary-Treasurer, Ms. B. Sangster, Recording Secretary, Ms. T. Curtis, Live Streaming Video Operator.

Senior Administration: Dr. M. Casavant, Superintendent/CEO, Mr. M. Gustafson, Assistant Superintendent, Mr. G. Malazdrewicz, Assistant Superintendent.

REGRETS:

The Chairperson called the meeting to order with a traditional heritage acknowledgement at 7:00 p.m. and welcomed everyone in attendance.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Trustee Bowslaugh noted she had one report to add under Reports of Committees.

Trustee Sefton noted he had two items for In-Camera.

Mr. Labossiere, Secretary-Treasurer, noted he had 2 late motions from the earlier In-Camera Special meeting.

Trustee Sumner noted he had one item under Board Governance for In-Camera.

Mr. Sefton – Mrs. Bowslaugh
That the agenda be approved as amended.
Carried.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Special Board Meeting held January 9, 2017 were circulated.

Mr. Sefton – Mr. Bartlette
That the Minutes be approved.
Carried.

- b) The Minutes of the Board Meeting held January 9, 2017 were circulated.

Mr. Bartlette - Mrs. Bowslaugh
That the Minutes be approved.
Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

Stevie Onyshko, grade 11 Vincent Massey High School student, was recognized for being chosen to participate in the Manitoba Band Association's Senior Provincial Honour Band. Trustee Sumner noted that Stevie was the only representative from the Brandon School Division in the Senior Honour Band this year.

Trustee Sumner asked Stevie to say a few words on his Honour Band experience. Stevie indicated that it is an enriching experience being in the Honour Band as there are members from all over the province who spend three days intensively practicing to perform for the public. He added that he has been playing the clarinet for five years and this is his second time in the Senior Honour Band. He has been in other honour bands, including the Westman Intermediate and Junior Honour Bands. Ms. Meaghan Walker, Band Teacher at Vincent Massey High School, indicated that in 2016 there was a record amount of students from Vincent Massey in the Honour Bands. Ms. Walker also provided information on the Vincent Massey Band Students Vacation Getaway Lottery fundraiser.

Trustee Sumner noted that the Board is very proud of Stevie's accomplishments and thanked him for attending the meeting.

2.02 Reports of Committees

- a) Facilities and Transportation Committee Meeting
The written report of the Facilities and Transportation Committee meeting held on January 16, 2017 was circulated.

Trustee Bambridge asked for the population at Earl Oxford School. Mr. Greg Malazdrewicz, Assistant Superintendent, responded that there are 348 students at Earl Oxford School. Trustee Bambridge asked how much space a modular classroom takes out of a school yard. Mr. Denis Labossiere, Secretary-Treasurer, responded that the modular classrooms are approximately 850 square feet each.

Trustee Bartlette asked if the Off-Campus Program lease was approved by the Public Schools Finance Board. Mr. Labossiere responded that PSFB approved the lease and that it is now being reviewed by the Division's solicitor.

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

b) Policy Review Committee Meeting

The written report of the Policy Review Committee meeting held on January 18, 2017 was circulated.

Ms. Bambridge – Mr. Sefton

That the Minutes be received and filed.

Carried.

c) Finance Committee Meeting

The written report of the Finance Committee meeting held on January 19, 2017 was circulated.

Mr. Sefton – Dr. Ross

That the Minutes be received and filed.

Carried.

d) Trustee Bowslaugh provided Trustees with a written report of the Divisional Futures & Community Relations Committee meeting with Rural Municipalities and also gave a verbal report.

Mrs. Bowslaugh – Mr. Buri

That the Report be received and filed.

Carried.

e) Trustee Bowslaugh provided a verbal report on the Divisional Futures & Community Relations Committee lunch visit with students at École New Era School; a Fentanyl presentation at Crocus Plains Regional Secondary School; and the Milestones Wellness Fair.

Mrs. Bowslaugh – Mr. Bartlette

That the Reports be received and filed.

Carried.

2.03 Delegations and Petitions (max. 10 minutes)

2.04 Communications for Action

2.05 Business Arising

- From Previous Delegation

- a) Dr. Paul Alexandre, parent, regarding modification of Motion 05/2016, which was approved at the January 11, 2016 Board meeting.

Trustee Sumner spoke to this item, and indicated that the Board had given serious deliberation to the matter. Trustee Sumner noted that a legal opinion had been received and that the Board had decided to take no further action on the request from Dr. Alexandre.

- From Board Agenda

- MSBA Matters (last meeting of the month)

- 1) Tell Them From Me Workshop Memo

- 2) Safe Schools Manitoba Conference - Information
- 3) Safe Schools Manitoba Conference - Agenda
- 4) Guidelines for Responding to Medical Emergencies Involving Suspected Use of Opioids
- 5) How Does Your Board Measure Up? Webinar Series 2017
- 6) Ebulletin – January 11, 2017

- From Report of Senior Administration

a) Items from Senior Administration Report:

- Vincent Massey High School – Off-Site Activity Request (Orlando) – Referred Motions.
- Kirkcaldy Heights School – Off-Site Activity Request (Nova Scotia, New Brunswick and Prince Edward Island) – Referred Motions.

2.06 Public Inquiries (max. 15 minutes)

2.07 Motions

03/2017 Mr. Bartlette – Mr. Sefton

That the request involving twenty-eight (28) male and female Vincent Massey High School band students in grades 9 to 12 to make a trip to Orlando, Florida from May 13 to May 17, 2017 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried.

04/2017 Mrs. Bowslaugh – Mr. Bartlette

That the request involving seventeen (17) male and female Kirkcaldy Heights School students in grades 7 and 8 to make a trip to Nova Scotia, New Brunswick and Prince Edward Island from June 15 to June 22, 2017 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Carried.

05/2017 Mr. Buri – Mr. Murray

That participation in the Central Tender Process for the 2017-2018 school bus purchase be approved and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.

Carried.

06/2017 Mr. Murray- Mr. Sefton

That a school bus be provided to the YMCA for their YMCA Summer Camps from July 3, 2017 to August 25, 2017, at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Transport Board.

Carried.

07/2017 Mr. Sefton – Mr. Bartlette

That the Brandon School Division request four (4) modular classroom units for the 2017-2018 school year from the Public Schools Finance Board.

Carried.

08/2017 Mr. Murray- Mr. Sefton

That the Policy Review Committee refer the Board's Annual Planning Cycle to Senior Administration, who will then present this information back to the Board of Trustees at the regular Board meeting of May 8, 2017.

Carried.

09/2017 Mr. Sefton – Mr. Bartlette

That the Auditor's Engagement Letter regarding the Audit of the December 31, 2016 Public Sector Compensation Disclosure Report between the Brandon School Division and BDO Canada LLP, Chartered Accounts, be approved and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.

Carried.

10/2017 That Confidential #2 and the recommendations therein be approved.

11/2017 That Confidential #3 and the recommendations therein be approved.

2.08 Bylaws

By-Law 1/2017

Ms. Bambridge

2nd Reading:

That By-Law 1/2017 being a borrowing by-law in the amount of \$975,300 upon the credit of the Division by the issue and sale of the security to meet partial costs for construction of:

School

Project

Betty Gibson School

Grooming Room

Betty Gibson School

One un-linked modular classroom # M426

Crocus Plains Regional Secondary School

Kitchen Exhaust Ventilation Upgrade & Roof Replacement Area A6

Green Acres School

Gymnasium Addition

Vincent Massey High School

Steam Heating System Replacement

be now read for the second time, having been first read on January 9, 2017.

Carried.

3rd Reading:

That the rules be suspended and By-Law 1/2017 be now read for a third and final time, and taken as read, finally passed.

Carried.

2.09 Giving of Notice**2.10 Trustee Inquiries****3.00 ADMINISTRATIVE INFORMATION:****3.01 Report of Senior Administration**

Dr. Marc Casavant, Superintendent/CEO, provided highlights on the following item from the January 23, 2017 Report of Senior Administration:

- Administrative Information
 - Celebrations
 - Manitoba Association of School Superintendents (MASS) Field Led Course – January 10, 2017

Mr. Mathew Gustafson, Assistant Superintendent, provided highlights on the following:

- Information Items
 - Syrian Refugee Update
 - Manitoba Education and Training Correspondence – Contingency Funding from the Intensive Newcomer Support Grant

Mr. Gustafson acknowledged the hard work of staff in creating the grant application, and those working in the Welcome Centre to help support the transition of the students and the teachers and principals in the catchment area schools that are working to help make the transition as smooth as possible.

Trustee Murray asked if there are clinicians in the Division who are capable of dealing with the emotional and psychological difficulties of the Syrian refugees due to the trauma they have experienced.

Mr. Gustafson noted that although Syrian refugees are relatively new to Brandon School Division, the Division has received refugees from war torn areas for some length of time, so there has been some direct experience working with non-Syrian refugee students. There is personnel with very good skills sets dealing with, and helping to deal with, social emotional pieces that our students will deal with as they transition.

Mr. Malazdrewicz added that through the social work and psychology support services available through the Division, trauma informed work and PTSD types of strategies are things that clinicians have been working on for an extended period of time. Trauma has persistent and consistent patterns and the support services staff has extensive experience working with those students.

Trustee Sumner asked if Brandon School Division staff is partnering with community agencies in addressing the needs of these students.

Mr. Gustafson responded that the Welcome Centre has a very good relationship with Westman Immigration Services and as such they have also worked with the Regional Health Authority (RHA) and Westman Immigrant Services to try and provide some comprehensive supports in different areas.

Dr. Ross – Mr. Bartlette

That the January 23, 2017 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information**3.03 Announcements**

- a) Support Personnel Labour Management Committee Meeting – 10:00 a.m., Thursday, January 26, 2017, Conference Room.
- b) Divisional Futures and Community Relations Committee Meeting – 12:00 p.m., Monday, January 30, 2017, Boardroom.
- c) School Division/Parent/Guardian Advisory Committee Meeting – 7:00 p.m., Wednesday, February 1, 2017, Boardroom.
- d) Policy Review Committee Meeting – 11:30 a.m., Tuesday, February 7, 2017, Boardroom.
- e) Personnel Committee Meeting – 4:30 p.m., Thursday, February 9, 2017, Boardroom.
- f) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, February 13, 2017, Boardroom.
- g) Upcoming Budget Dates (Tentative):
 - Special Board Meeting – Presentation of Preliminary Budget – 7:00 p.m., Wednesday, February 8, 2017, Boardroom.
 - Public Budget Consultation Forum – 7:00 p.m., Wednesday, February 15, 2017, Kirkcaldy Heights School Gymnasium.
 - All Day Budget Meeting – 9:00 a.m., Tuesday, February 21, 2017, Boardroom.
 - Special Board Meeting – Public Presentations re: Proposed 2017-2018 Budget – 7:00 p.m., Monday, February 27, 2017, Boardroom.
 - Regular Board Meeting – Final Budget Approval – 7:00 p.m., Monday, March 6, 2017, Boardroom.

Mr. Buri – Ms. Bambridge

That the Board do now resolve into Committee of the Whole In-Camera. (7:55 p.m.)

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 presented.

- b) Confidential #2 – Personnel Matter was discussed at the Special In-Camera meeting held prior to the Regular meeting.
- c) Confidential #3 – Personnel Matter was discussed at the Special In-Camera meeting prior to the Regular meeting.
- d) Trustee Sefton and Mr. Labossiere provided information on a Personnel Matter. Trustees asked questions for clarification and the Board provided direction in the matter.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- a) Trustee Sefton provided information on a Property Matter and received Board direction.

- Trustee Inquiries

4.04 Board Operations

- Reports

- a) Trustee Sumner discussed a Board Operations Matter with the Board.

- Trustee Inquiries

Mr. Murray – Mr. Buri

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

Carried.

5.00 ADJOURNMENT

Dr. Ross – Mr. Buri

That the meeting does now adjourn (9:35 p.m.)

Carried.

Chairperson

Secretary-Treasurer