



# BRANDON SCHOOL DIVISION

August 20, 2021

NOTICE IS HEREBY GIVEN OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES

TO BE HELD MONDAY, AUGUST 23, 2021  
7:00 P.M. (In-Camera) 7:30 P.M. (Public)

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere  
Secretary-Treasurer

---

## AGENDA

### **1.00 AGENDA/MINUTES:**

#### **1.01 Approval of Agenda**

#### **1.02 Adoption of Minutes of Previous Meetings**

- a) Board Meeting, June 28, 2021.  
Adopt.
- b) Special Board Meeting, August 18, 2021.  
Adopt.

### **2.00 IN CAMERA DISCUSSION**

#### **2.01 Student Issues**

- Reports
- Trustee Inquiries

#### **2.02 Personnel Matters**

- Reports
  - a) Staffing Activity Report
- Trustee Inquiries

**2.03 Property Matters/Tenders**

- Reports
- Trustee Inquiries

**2.04 Board Operations**

- Reports
- Trustee Inquiries

**3.00 PRESENTATIONS AND COMMUNICATIONS**

**3.01 Presentations for Information**

**3.02 Communications for Information**

**3.03 Communications for Action**

**4.00 REPORT OF SENIOR ADMINISTRATION**

**- From Report of Senior Administration**

- a) Review Report of Senior Administration – August 23, 2021.

**5.00 GOVERNANCE MATTERS**

**5.01 Reports of Committees**

- a) Committee of the Whole:  
Finance and Facilities  
Personnel and Policy

L. Ross  
J. Murray

**5.02 Delegations and Petitions (Max. 15 minutes)**

**5.03 Business Arising**

- From Previous Delegation
- From Board Agenda

**- MSBA Issues**

**5.04 Public Inquiries (Max. 15 Mins)**

**5.05 Motions**

- 46/2021 That the Trustees be paid the appropriate indemnity for attending the Board of Trustees Strategic Planning Meeting and KAIROS Blanket Exercise, to be held on Thursday, August 26, 2021 at the Brandon School Division Administration Office.
- 47/2021 That the Shared Services Agreements between the Brandon School Division and Christian Heritage School for the 2021-2022 school year for the provision of transportation services and for use of facilities and resources for Industrial Arts and Home Economics classes be approved, and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the

Division to the Agreement and to all subsequent claims resulting therefrom in compliance with the Public Schools Act and Regulations thereunder.

**5.06 Bylaws**

**5.07 Giving of Notice**

**5.08 Trustee Inquiries**

**6.00 ANNOUNCEMENTS**

- a) Inaugural Board Meeting – 1:00 p.m., Tuesday, September 7, 2021, Boardroom.
- b) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 7:30 p.m. (public), Monday, September 13, 2021, Boardroom.

**7.00 ADJOURNMENT**



# BRANDON SCHOOL DIVISION

MINUTES OF THE REGULAR MEETING/COMMITTEE OF THE WHOLE OF THE BOARD OF TRUSTEES, THE BRANDON SCHOOL DIVISION, HELD IN THE J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE, 1031 - 6TH STREET, BRANDON, MANITOBA, AT 6:00 P.M., MONDAY, JUNE 28, 2021.

**TRUSTEES PRESENT:**

L. Ross, Chairperson	
S. Bambridge, Vice-Chairperson	
C. Ekenna	K. Fallis
B. Foley	J. Gobeil
D. Kejick	L. Letain

**ALSO PRESENT:**

D. Labossiere, Secretary-Treasurer  
M. Gustafson, A/Superintendent / CEO  
E. McFadzen, Assistant Superintendent  
B. Sangster, Recording Secretary  
T. Curtis, Live Streaming Video Operator

**REGRETS:** J. Murray

The Chairperson called the In-Camera portion of the meeting to order at 6:06 p.m.

## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

Senior Administration added seven (7) items for In-Camera.

Trustee Bambridge added one (1) item for In-Camera.

Trustee Ross added one (1) items for In-Camera.

Mr. Ekenna – Ms. Letain

That the agenda be approved as amended.

Carried.

#### 1.02 Adoption of Minutes of Previous Meetings

a) The Minutes of the Board Meeting held June 14, 2021 were circulated.

Mr. Gobeil – Ms. Fallis

That the Minutes be approved as circulated.

Carried.

Ms. Bambridge – Mr. Foley

That the Board do now resolve into Committee of the Whole In-Camera. (6:08 p.m.)

Carried.

## **2.00 IN CAMERA DISCUSSION (COMMITTEE OF THE WHOLE):**

### **2.01 Student Issues**

#### **- Reports**

- a) Mr. Mathew Gustafson, A/Superintendent / CEO, provided information on a Student Matter.

#### **- Trustee Inquiries**

### **2.02 Personnel Matters**

#### **- Reports**

- a) Staffing Activity Report was presented.
- b) The A/Superintendent / CEO provided information on three (3) Personnel Matters.
- c) The A/Superintendent / CEO provided information on a Personnel Matter and received direction from the Board.
- d) Mr. Denis Labossiere, Secretary-Treasurer, provided information on a Personnel Matter.

#### **- Trustee Inquiries**

### **2.03 Property Matters/Tenders**

#### **- Reports**

- a) Mr. Denis Labossiere, Secretary-Treasurer, provided an update on a Property Matter.

#### **- Trustee Inquiries**

### **2.04 Board Operations**

#### **- Reports**

- a) Trustee Bambridge provided information on a Board Operations Matter and received direction from the Board.
- c) Trustee Ross spoke on one (1) Board Operations Matter and received feedback from the Board.

#### **- Trustee Inquiries**

Ms. Fallis – Mr. Ekenna

That the Committee of the Whole In-Camera do now resolve into Board. (7:22 p.m.)

Carried.

The Chairperson called the Public portion of the meeting to order at 7:33 p.m. with a traditional heritage acknowledgement.

## **3.00 PRESENTATIONS AND COMMUNICATIONS:**

### **3.01 Presentations For Information**

Trustee Ross acknowledged the retirement of Mrs. Elaine McFadzen, Assistant Superintendent, thanking her for her years of service to the Division.

Mrs. McFadzen spoke on the various roles she has had within the Division since October 1999, thanking everyone who has had a part in her career and moving her along her path. Mrs. McFadzen was most thankful over the years for the kinds of changes that made the biggest difference for students across the Division. She thanked the past and present members of Senior Administration for their support and guidance during some very trying times, and she thanked the Board of Trustees for its commitment to making changes that make a difference for students. Thank you for your fellowship, friendship and support.

### **3.02 Communications For Information**

### **3.03 Communications For Action**

## **4.00 REPORT OF SENIOR ADMINISTRATION**

Mr. Mathew Gustafson, A/Superintendent / CEO, provided highlights on the following items from the June 28, 2021 Report of Senior Administration:

- Administrative Information
  - Celebrations
    - 2021 Skills Canada National Competition – Crocus Plains Regional Secondary School Students:
      - Eduardo C. – Auto Body Repair – Gold Medal
      - Marvin W. – Mechanical Engineering CAD – Gold Medal
    - University of Waterloo Chemistry Competition – Bryce F., Vincent Massey High School, Top 100 contestants from Canada and the United States.
    - 2021 Penny Turner Young Artist Award – Amaya S., Vincent Massey High School
  - Information Items
    - Head Teachers for the 2021-2022 School Year
    - Scholarship Donors

Ms. Bambridge – Mr. Foley

That the June 28, 2021 Report of Senior Administration be received and filed.

Carried.

## **5.00 GOVERNANCE MATTERS**

### **5.01 Reports of Committees**

- a) Education and Community Relations Committee Meeting  
The written report of the Education and Community Relations Committee meeting held on June 14, 2021 was circulated.

Ms. Letain – Ms. Kejick

That the Report be received and filed.

Carried.

- b) Finance and Facilities Committee Meeting  
The written report of the Finance and Facilities Committee meeting held on June 14, 2021 was circulated.

Dr. Ross – Mr. Ekenna

That the Report be received and filed.

Carried.

## **5.02 Delegations and Petitions**

### **5.03 Business Arising**

- From Previous Delegation

- From Board Agenda

#### **- MSBA Matters**

a) e-bulletin – June 16, 2021

## **5.04 Public Inquiries (max. 15 minutes)**

## **5.05 Motions**

Late Motion:

43/2021 Mr. Foley – Mr. Gobeil

That the promissory note LTPS0473 for the purpose of borrowing the sum of Four Hundred Ninety-Six Thousand Two Hundred and Twenty Five dollars (\$496,225) to meet partial construction costs of the following:

#### **School**

J.R. Reid School

Riverview School

#### **Project**

Grooming Room and Exterior Ramp

Grooming Room and Exterior Ramp

be approved.

Carried.

## **5.06 Bylaws**

## **5.07 Giving of Notice**

## **5.08 Trustee Inquiries**

## **6.00 ANNOUNCEMENTS**

a) NEXT REGULAR BOARD MEETING – 7:30 p.m. (Public), Monday, August 23, 2021, Boardroom.

Trustee Ross wished everyone happy holidays for the summer, hoping that all Division employees and students are able to take a well-deserved break.

Ms. Bambridge – Ms. Letain

That the Board do now resolve into Committee of the Whole In-Camera. (8:01 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA (8:01 p.m.)

Ms. Fallis – Mr. Gobeil

That the Committee of the Whole In-Camera do now resolve into Board. (8:09 p.m.)

Carried.

**7.00 ADJOURNMENT**

Ms. Fallis – Ms. Letain

That the Board do now adjourn (8:10 p.m.)

Carried.

---

Chairperson

---

Secretary-Treasurer





# BRANDON SCHOOL DIVISION

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES, THE BRANDON SCHOOL DIVISION, HELD VIA MICROSOFT TEAMS, AT 9:30 A.M., WEDNESDAY, AUGUST 18, 2021.

**TRUSTEES PRESENT:** L. Ross, Chairperson  
S. Bambridge, Vice-Chairperson  
C. Ekenna K. Fallis  
B. Foley J. Gobeil  
L. Letain J. Murray

**ALSO PRESENT:** D. Labossiere, Secretary-Treasurer  
M. Gustafson, A/Superintendent / CEO  
S. Gilleshammer, Assistant Superintendent  
J. Zilkey, Assistant Superintendent  
B. Sangster, Recording Secretary

**REGRETS:** D. Kejick

## **CALL:**

The Chairperson called the meeting to order at 9:32 a.m. and referred to the Call.

The meeting had been called for the purpose of considering the following:

- a) Student/Personnel Matter – In-Camera Discussion

Senior administration added three (3) items for In-Camera.

Mr. Foley – Mr. Murray

That the Board do now resolve into Committee of the Whole In-Camera. (9:33 a.m.)

Carried.

## **IN COMMITTEE OF THE WHOLE IN CAMERA**

- a) The Board discussed a Student/Personnel Matter In-Camera.
- b) The Board discussed a Property Matter In-Camera.
- c) The Board discussed a Board Operations Matter In-Camera.
- c) The Board discussed a Personnel Matter In-Camera

Trustees asked questions for clarification.

(Trustee Bambridge exited at 9:58 a.m. and returned at 10:03 a.m.)

Mr. Murray – Mr. Foley

That the Committee of the Whole In-Camera do now resolve into Board. (10:44 a.m.)

Carried.

IN BOARD:

44/2021 Mr. Gobeil – Mr. Ekenna

That the Board mandates the use of masks for K-12 students, employees and visitors when physical distancing is not available within Division buildings, school buses and vehicles. The use of masks will be reviewed on a monthly basis.

Carried.

45/2021 Mr. Murray – Ms. Bambridge

That Confidential No. 1 and the recommendations therein be approved.

Carried.

Mr. Ekenna – Mr. Foley

That the meeting do now adjourn (10:48 a.m.).

Carried.

---

Chairperson

---

Secretary-Treasurer



# BRANDON SCHOOL DIVISION

## Report of Senior Administration to the Board of Trustees

August 23, 2021

### A. Administrative Information

#### I. CELEBRATIONS

##### **MANITOBA EDUCATION - 2021 TEACHERS' IDEA FUND**

Manitoba Education has approved funding for projects at École Harrison and Prairie Hope High School, as submitted to the Teachers' Idea Fund.

École Harrison: *Improving Literacy Outcomes for Students*

Prairie Hope High School – *Deepening Student Understanding of Indigenous Culture*

#### II. SUSPENSIONS

##### **SUSPENSION REPORTS FOR THE 2020/2021 SCHOOL YEAR**

For Information .....M. Gustafson

There were 54 suspensions reported in the second semester of 2020/2021; 18 in elementary schools and 36 in senior high schools.

During the 2020/2021 school year there was a total of 79 suspensions.

Appendices A and B include details of the school suspensions by category and/or days of consequence.

*“Accepting the Challenge”*

### **III. INFORMATION ITEMS**

#### **1. MANITOBA EDUCATION CORRESPONDENCE**

##### **MANITOBA REMOTE LEARNING SUPPORT CENTRE**

For Information .....M. Gustafson

Correspondence has been received from Christina Moody, Assistant Deputy Minister, thanking Kimberly Berezka, Numeracy Specialist, for the time, effort, and expertise she contributed to the Manitoba Remote Learning Support Centre during the 2020/2021 school year.

##### **PROVINCIAL LEADERSHIP COMMITTEE**

For Information .....M. Gustafson

Correspondence has been received from Christina Moody, Assistant Deputy Minister, thanking Mathew Gustafson, A/Superintendent / Chief Executive Officer for participation on the Provincial Leadership Committee for Remote Learning during the 2020/2021 school year.

#### **2. SCHOOL OPENING PLAN 2021/2022**

For Information .....M. Gustafson

An overview of the Brandon School Division *School Opening Plan 2021/2022* will be shared.

### **B. Business Arising for Board Action**

#### **I. INFORMATION FOR DISCUSSION AND CORRESPONDENCE**

##### **1. STAFFING ACTIVITY REPORT**

For Information .....J. Zilkey

Included in the agenda package for the Board of Trustees is the Staffing Activity Report, a listing of resignations and employment approved by the A/ Superintendent / Chief Executive Officer and Secretary-Treasurer since the last meeting.

##### **2. CHRISTIAN HERITAGE SCHOOL**

For Action .....D. Labossiere

I have received the Shared Services Agreements in triplicate as required from Christian Heritage School, for the provision by the Brandon School Division of transportation services and for use of facilities and resources for 19 Grade seven students and for 19 Grade eight students to attend Industrial Arts and

Home Economics classes for the 2021-2022 school year. The Agreements are attached as Appendices C and D. These Agreements have been approved in previous years.

**RECOMMENDATION:**

*That the Shared Services Agreements between the Brandon School Division and Christian Heritage School for the 2021-2022 school year for the provision of transportation services and for use of facilities and resources for Industrial Arts and Home Economics classes be approved, and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division to the Agreement and to all subsequent claims resulting therefrom in compliance with the Public Schools Act and Regulations thereunder.*

**This report from members of the Brandon School Division Senior Administration is submitted respectfully for your consideration, action, and information.**

**Mathew Gustafson  
A/Superintendent / Chief Executive Officer**

## K-12 Suspension Report Semester 2 2020/2021, 2019/2020, 2018/2019

Category of Suspension				
School	Inappropriate Behaviour (AP 2005)	Assaultive Behaviour (AP 2005)	Drug and Alcohol (AP 6025)	Total # of Suspensions *
K-8 Schools	13	8	5	26
High Schools	27	6	9	42
Combined Total for K-12 Schools (2020/2021) **	40	14	14	68
Combined Total for K-12 Schools (2019/2020)	49	38	6	93
Combined Total for K-12 Schools (2018/2019)	114	49	45	208

## Total Number of K-12 Suspensions, According to # of Days Consequence

# of Days Consequence	Total High School By # of Days	K-8 Schools By # of Days	Total High School By # of Days	K-8 Schools By # of Days	Total High School By # of Days	K-8 Schools By # of Days
3 Days	19	11	43	1	83	24
4-6 Days	16	6	19	0	70	16
7-10 Days	0	1	9	0	4	1
11-15 Days	1	0	0	0	4	0
16-20 Days	0	0	0	0	4	0
21-30 Days	0	0	0	0	2	0
Total # of K-12 Suspensions	36	18	71	1	167	41
Combined Total (Total # of Suspensions K-12)	54 total 2020/2021		72 total 2019/2020		208 total 2018/2019	

\* Infractions may fall under more than one category.

\*\* In 2020/2021 Grades 9 to 12 students were attending classes 50% in-school and 50% remote

## K-12 Suspension Report 2020/2021, 2019/2020, 2018/2019 School Years

Category of Suspension				
School	Inappropriate Behaviour (AP 2005)	Assaultive Behaviour (AP 2005)	Drug and Alcohol (AP 6025)	Total # of Suspensions *
K-8 Schools	20	13	5	38
High Schools	38	6	17	61
Combined Total for K-12 Schools (2020/2021) **	58	19	22	99
Combined Total for K-12 Schools (2019/2020)	175	95	39	309
Combined Total for K-12 Schools (2018/2019)	216	101	113	430

## Total Number of K-12 Suspensions, According to # of Days Consequence

# of Days Consequence	Total High School By # of Days	K-8 Schools By # of Days	Total High School By # of Days	K-8 Schools By # of Days	Total High School By # of Days	K-8 Schools By # of Days
3 Days	24	16	134	14	185	35
4-6 Days	28	8	88	10	159	27
7-10 Days	0	1	27	0	8	1
11-15 Days	2	0	8	0	6	0
16-20 Days	0	0	3	0	5	0
21-30 Days	0	0	4	0	4	0
Total # of K-12 Suspensions	54	25	264	24	367	63
Combined Total (Total # of Suspensions K-12)	79 total 2020/2021		288 total 2019/2020		430 total 2018/2019	

\* Infractions may fall under more than one category.

\*\* In 2020/2021 Grades 9 to 12 students were attending classes 50% in-school and 50% remote

THIS AGREEMENT made this 1 day of July, 2021 pursuant to the provisions of Part IV of *The Public Schools Act* and the *Shared Services Regulation and Funding of Schools Program Regulation* thereunder.

BETWEEN:

The Brandon School Division  
(Name of School Division)

being a school board, and a body corporate pursuant to subsection 3(1)  
of *The Public Schools Act*, C.C.S.M. c. P250  
(called "the Division")

-and-

Christian Heritage School  
(Name of Private School)

(called "the private school")

WHEREAS the private school is a 'private school' as defined in section 59 of *The Public Schools Act*;

AND WHEREAS pursuant to subsection 60(1) of *The Public Schools Act*, the Division may, with the approval of the Minister of Education, enter into an annual agreement with a private school to provide, under the supervision and control of the Division, transportation for pupils enrolled in the private school, from points on a regular public school bus route operated by the Division to other points on the same route;

AND WHEREAS for this purpose, the Division and the private school are prepared to enter into an agreement to provide eligible pupils enrolled in the private school with transportation on a regular public school bus route according to the terms and conditions of this agreement;



AND WHEREAS prior to the signing of this agreement, the Minister of Education provided approval to the Division to enter into this annual agreement with the private school, pursuant to subsection 60(1) of *The Public Schools Act*;

AND WHEREAS transportation support is payable to the Division for eligible transported private school pupils subject to the provisions set out in the *Shared Services Regulation*, M.R. 131/2012 and the *Funding of Schools Program Regulation*, M.R. 259/2006 (the "Regulations").

NOW THEREFORE the parties agree as follows:

1. The Division shall provide for eligible pupils enrolled in the private school, transportation from points on a regular public school bus route operated by the Division to other points on the same route.
2. The private school pupils receiving transportation on a regular public school bus route operated by the Division, shall be deemed to be in attendance at a public school while on a public school bus.
3. The pupils enrolled in the private school shall be under the supervision and control of the Division while they are on a public school bus receiving the transportation provided by the Division under this agreement.
4. The private school shall execute any documents and provide the Division with any information, documents, returns or reports which may be required by the Department of Education to facilitate financial planning and to determine the amounts of any support which may be payable to the Division in respect of this agreement pursuant to *The Public Schools Act* and the Regulations.
5. This agreement shall be effective for a term of one year commencing July 1, 2021 and ending June 30, 2022.

The authorized representative of each of the parties to this agreement has signed this agreement effective on the day and year written above.

The Brandon School Division  
(Name of School Division)

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

Christian Heritage School  
(Name of Private School)

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Principal

Prior to signing this agreement, the Division was provided with approval by the Minister of Education or designate as required by subsection 60(1) of *The Public Schools Act*.

\_\_\_\_\_  
Minister of Education or designate

\_\_\_\_\_  
Date

THIS AGREEMENT made this 1 day of July, 2021 pursuant to the provisions of Part IV of *The Public Schools Act* and the *Shared Services Regulation* thereunder.

BETWEEN:

The Brandon School Division  
(Name of School Division)  
being a school board, and a body corporate pursuant to subsection 3(1)  
of *The Public Schools Act*, C.C.S.M. c. P250  
(called "the Division")

-and-

The Christian Heritage School  
(Name of Private School)  
(called "the private school")

WHEREAS the private school is a 'private school' as defined in section 59 of *The Public Schools Act*;

AND WHEREAS pursuant to subsection 60(2) of *The Public Schools Act*, the Division may, with the approval of the Minister of Education, enter into an annual agreement with a private school respecting the use of the facilities and resources of the Division by or for the benefit of eligible pupils enrolled in the private school while attending a public school operated by the Division;

AND WHEREAS for this purpose, the Division and the private school are prepared to enter into an agreement respecting the use by eligible pupils enrolled in the private school of facilities and resources of the Division for Home Economics or Industrial Arts, or both, according to the terms and conditions of this agreement;

AND WHEREAS prior to the signing of this agreement, the Minister of Education provided approval to the Division to enter into this annual agreement with the private school, pursuant to subsection 60(2) of *The Public Schools Act*;

AND WHEREAS facilities and resources support is payable to the Division for eligible private school pupils subject to the provisions set out in the *Shared Services Regulation*, M.R. 131/2012 (the "Regulation").

NOW THEREFORE the parties agree as follows:

1. The Division shall provide, in one or more public schools, to eligible pupils enrolled in the private school, certain facilities and resources for Home Economics or Industrial Arts, or both, that are the same as are regularly offered by the Division to eligible pupils enrolled in its public schools particulars of which are set out in Schedule "A", which is attached hereto, and forms part of this agreement.
2. The private school pupils receiving facilities and resources of the Division for Home Economics or Industrial Arts, or both, shall be deemed to be in attendance at a public school while the services are being provided under this agreement.
3. The pupils enrolled in the private school shall be under the supervision and control of the Division while they are attending a public school for the services provided by the Division under this agreement.
4. The private school shall execute any documents and provide the Division with any information, documents, returns or reports which may be required by Manitoba Education to facilitate financial planning and to determine the amounts of any grant which may be payable to the Division in respect of this agreement, pursuant to *The Public Schools Act* and the Regulation.

5. This agreement shall be effective for a term of one year commencing July 1, 2021 and ending June 30, 2022.

The authorized representative of each of the parties to this agreement has signed this agreement effective on the day and year written above.

The Brandon School Division  
(Name of School Division)

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

Christian Heritage School  
(Name of Private School)

\_\_\_\_\_  
Chair

~~Principal~~  
\_\_\_\_\_  
Principal

Prior to signing this agreement, the Division was provided with approval by the Minister of Education or designate as required by subsection 60(2) of *The Public Schools Act*.

\_\_\_\_\_  
Minister of Education or designate

Date: \_\_\_\_\_

This is SCHEDULE "A"  
To a Facilities and Resources Agreement ending June 30, 2022  
dated the July 1, 2021.

BETWEEN:

The Brandon School Division  
(Name of School Division)

-and-

The Christian Heritage School  
(Name of Private School)  
Private School

2025 26<sup>th</sup> Street  
Location (¹)

THIS SCHEDULE provides particulars of the facilities and resources of the Division that are to be provided to eligible pupils enrolled in the private school while in attendance at public schools operated by the Division.

1. The public school(s) in which the facilities and resources of the Division will be provided will be those at:

\_\_\_\_\_ School

\_\_\_\_\_ School

2. The estimated number of eligible pupils enrolled in the private school on September 30, 2021 who will be participating in the use of the facilities and resources in the public school(s) is shown in the table in clause 4.

(¹) If the private school has more than one location, include only those pupils in the locations(s) being serviced under this agreement, and indicate the location(s) being serviced.

3. The number of minutes of instruction in each instructional cycle in which the facilities and resources described in clause 1 will be provided in the public school(s) to eligible pupils enrolled in the private school is shown in the table in clause 4.

4. Estimated eligible enrolment of private school pupils in the public school(s)      Number of minutes of instruction provided in the public schools(s) for private school pupils in each cycle

<u>19</u>	Pupils	<u>140</u>	minutes
<u>19</u>	Pupils	<u>140</u>	minutes
<u>          </u>	Pupils	<u>          </u>	minutes
<u>          </u>	Pupils	<u>          </u>	minutes
<u>          </u>	Pupils	<u>          </u>	minutes
<u>          </u>	Pupils	<u>          </u>	minutes
<u>          </u>	Total Pupils	<u>          </u>	

5. In the public school(s) there are 6 days in each cycle and 330 minutes each day.
6. The calculation and payment of the grant shall be made using actual data, in accordance with the *Shared Services Regulation*, M.R 131/2012 applicable to the school year.
7. The facilities and resources of the Division that will be provided in the public schools(s) to pupils enrolled in the private school are as follows:

- ☒ Home Economics
- ☒ Industrial Arts



# BRANDON SCHOOL DIVISION

## Finance and Facilities Committee Minutes

Monday, June 28, 2021 – 6:00 p.m.  
Boardroom, Administration Office

Present: S. Bambridge C. Ekenna  
K. Fallis B. Foley  
J. Gobeil D. Kejick (arrived at 6:53 p.m.)  
L. Letain L. Ross

Also Present: D. Labossiere M. Gustafson  
E. McFadzen

Regrets: J. Murray

---

### 1. COMMITTEE ITEMS

#### A. J.R. Reid School & Riverview School – Grooming Room and Exterior Ramp Project

Mr. Denis Labossiere, Secretary-Treasurer, reviewed the letter from Manitoba Education, which authorizes the Division to proceed with these projects, and provides initial project support of 95%, or \$496,225.00.

Trustees asked questions for clarification. The Committee agreed to the recommendation as presented.

Recommendation:

That the promissory note LTPS0473 for the purpose of borrowing the sum of Four Hundred Ninety-Six Thousand Two Hundred and Twenty Five dollars (\$496,225) to meet partial construction costs of the following:

School  
J.R. Reid School  
Riverview School  
be approved.

Project  
Grooming Room and Exterior Ramp  
Grooming Room and Exterior Ramp

#### B. Review Monthly Reports (April)

The Secretary-Treasurer reviewed Reports for the month of April. Mr. Labossiere provided further details regarding the Summary of Forecasted Variances.

The reports were accepted as circulated.

COVID-19 Update

The Secretary-Treasurer provided an update on additional COVID-19 Expenditures that have already been incurred or will be incurred going forward. As of May 31, 2021, current incremental expenditures for COVID-19 are \$4.8 million.



**C. Sub Committee Reports**

- Safety Committee – June 16, 2021

**2. OPERATIONS INFORMATION**

- The Secretary-Treasurer provided an update on the following:
  - Earl Oxford School – Boiler System Replacement
  - Tender/Quotation Summary – Under \$50,000:
    - Fire Alarm/Sprinkler Verification
    - Custodial Supplies
  - Tender/Quotation Summary – Truck Purchase

**NEXT MEETING: Monday, August 23, 2021, 6:00 p.m., Boardroom.**

Respectfully submitted,

---

L. Ross



# BRANDON SCHOOL DIVISION

## Personnel and Policy Committee Minutes

Monday, June 28, 2021 – 6:00 p.m.

Boardroom, Administration Office

Present: S. Bambridge C. Ekenna  
K. Fallis B. Foley  
J. Gobeil D. Kejick (arrived at 6:53 p.m.)  
L. Letain L. Ross

Also Present: D. Labossiere M. Gustafson  
E. McFadzen

Regrets: J. Murray

---

### 1. COMMITTEE ITEMS

Trustee Ross added one (1) Board Operations Item to the Agenda.

#### A) **AP 5002 – Accessibility Standard for Customer Service & AP 5003 – Accessibility Standard for Employment**

Brandon School Division's Accessibility Plan was formally approved by the Board of Trustees in January 2017. As part of that work, the following Administrative Procedures were developed:

- Administrative Procedure 5002 – Accessibility Standard for Customer Service
- Administrative Procedure 5003 – Accessibility Standard for Employment.

Ms. Elaine McFadzen, Assistant Superintendent, reviewed both Administrative Procedures and how they assist in meeting the five (5) Accessibility Standards for Employment as legislated by the Government of Manitoba in 2015.

#### B) **AP 5180 – Working Alone and In Isolation**

Administrative Procedure 5180 – Working Alone and In Isolation, was developed as required by the Manitoba Workplace Safety and Health Act and Regulation, and following discussion at the Brandon School Division Workplace Safety and Health Committee meetings.

Mr. Mathew Gustafson, A/Superintendent / CEO, reviewed the Administrative Procedure and answered Trustee questions.

#### C) **Personnel Matter – In-Camera**

Mr. Denis Labossiere, provided information on a Personnel Matter.

#### D) **Board Operations – In-Camera**

The Committee discussed a Board Operations Matter In-Camera.

**2. OPERATIONS INFORMATION**

**A)** The Committee received as information and discussed the following:

- MSBA Collective Bargaining Update/Salary Bulletins regarding:
  - Evergreen School Division – CUPE 3164 – Support Staff – Ratified Agreement
  - River East Transcona School Division – Teachers – Ratified Agreement
  - Winnipeg School Division – Teachers – Ratified Agreement Border Land School Division – Agreement-in-Committee
- MSBA – CPI, Unemployment Rate, Regional Trends update:
  - May 2021
  - Average Index – January to May 2021

**NEXT MEETING: Monday, August 23, 2021, 6:00 p.m., Boardroom.**

Respectfully submitted,

---

J. Murray