



# 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, NOVEMBER 8, 2021.

**TRUSTEES PRESENT:** L. Ross, Chairperson J. Gobeil, Vice-Chairperson  
S. Bambridge C. Ekenna  
K. Fallis D. Kejick (by phone)  
L. Letain J. Murray

**ALSO PRESENT:** D. Labossiere, Secretary-Treasurer  
M. Gustafson, Superintendent/CEO  
S. Gilleshammer, Assistant Superintendent  
J. Zilkey, Assistant Superintendent  
B. Sangster, Recording Secretary  
T. Curtis, Live Streaming Video Operator

**REGRETS:** B. Foley

The Chairperson called the In-Camera portion of the meeting to order at 6:04 p.m.

## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

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

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

Ms. Letain – Ms. Fallis  
That the agenda be approved as amended.  
Carried.

#### 1.02 Adoption of Minutes of Previous Meetings

a) The Minutes of the Board Meeting held October 25, 2021 were circulated.

Mr. Gobeil – Ms. Kejick  
That the Minutes be approved as circulated.  
Carried.

Ms. Bambridge – Mr. Gobeil  
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
- Trustee Inquiries

**2.02 Personnel Matters**

- Reports
  - a) Staffing Activity Report was presented.
  - b) Mr. Mathew Gustafson, Superintendent/CEO, provided an update on a Personnel Matter.
  - c) Mr. Jon Zilkey, Assistant Superintendent, provided an update on a Personnel Matter.

- Trustee Inquiries

**2.03 Property Matters/Tenders**

- Reports
- Trustee Inquiries

**2.04 Board Operations**

- Reports
  - a) The Superintendent/CEO provided information on a Board Operations Matter and received direction from the Board.
  - b) Trustee Ross provided information on a Board Operations Matter and received feedback from Trustees.

- Trustee Inquiries

Mr. Murray – Ms. Kejick

That the Committee of the Whole In-Camera do now resolve into Board. (7:21 p.m.)

Carried.

The Chairperson called the Public portion of the meeting to order at 7:31 p.m. with a traditional heritage acknowledgement.

Trustee Ross acknowledged November 8<sup>th</sup> being Indigenous Veteran's Day, noting that it is important to recognize this day in this time where Truth and Reconciliation is a more hopeful process than it has been in the past, and to recognize sacrifices that Indigenous Veterans made for this country in spite of this country not having appreciated what they did.

**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**

Mr. Mathew Gustafson, Superintendent/CEO, provided highlights on the following items from the November 8, 2021 Report of Senior Administration:

- Celebrations
  - Donation to Samaritan House Ministries by Waverly Park School – 1,204 pounds of food

- Indigenous Veteran's Day – November 8, 2021
- Rock your Mocs – Week of November 15<sup>th</sup>
- Administrative Information
  - Information Items
    - Manitoba Education Correspondence:
      - Financial Literacy Month – November 2021
    - Minister of Families Correspondence:
      - Indigenous Disability Awareness Month

Trustee Murray acknowledged the Brandon Wheat Kings organization, who had donated 1,000 tickets to the Brandon School Division for Division students for the October 16<sup>th</sup> hockey game.

Mr. Gobeil – Mr. Murray

That the November 8, 2021 Report of Senior Administration be received and filed.

Carried.

## **5.00 GOVERNANCE MATTERS**

### **5.01 Reports of Committees**

- a) Finance and Facilities Committee Meeting  
The written report of the Finance and Facilities Committee meeting held on October 25, 2021 was circulated.

Ms. Fallis – Ms. Bambridge

That the Report be received and filed.

Carried.

- b) Personnel and Policy Committee Meeting  
The written report of the Personnel and Policy Committee meeting held on October 25, 2021 was circulated.

Ms. Bambridge – Ms. Letain

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 – October 27, 2021

Trustee Bambridge reminded Trustees about the upcoming MSBA General and Regional Meetings, scheduled for Saturday, November 27<sup>th</sup>, and Monday, November 29<sup>th</sup>.

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

**5.05 Motions**

64/2021 Ms. Fallis – Mr. Ekenna

That the following guidelines be initiated for the 2022-2023 Preliminary Budget Preparation:

- a) Inflationary increases be provided as advised by suppliers for non-controllable expenditures, e.g.: employee benefits, insurance, fuel/propane for school buses, taxes and utilities;
- b) No increase for controllable expenditures;
- c) No increase for the school instructional budget;
- d) No increase for the capital and maintenance budget;
- e) The 2022-2023 Budget provide for enrollment change.

Carried.

65/2021 Mr. Gobeil – Ms. Bambridge

That Board Policy 5 – “Annual Planning Cycle” be rescinded and replaced with updated Policy 5 – “Annual Planning Cycle”.

Carried.

**5.06 Bylaws****5.07 Giving of Notice****5.08 Trustee Inquiries**

- a) Trustee Murray asked that the possibility be explored regarding naming of the library at Crocus Plains Regional Secondary School (or other), possibly in conjunction with dedication of the Tipi at Crocus Plains Regional Secondary School, after Sargent Tommy Prince.

The Board supported that the Trustee Inquiry be referred to Senior Administration for response at a future meeting.

- b) Trustee Ekenna indicated he knows of community members who would like to know the process to rent rooms in schools for sports and activities

Trustee Ross responded that the Division has a Joint Use Agreement with the City of Brandon for Community Use of Schools. Booking of schools is made through the City of Brandon and information is available on the Brandon School Division website. However, Community Use of Schools had been suspended since August due to COVID, and Trustees had agreed to review the matter in December.

**6.00 ANNOUNCEMENTS**

- b) Stakeholder Meeting with Employee Groups – 4:30 p.m., Tuesday, November 9, 2021, via Microsoft Teams
- c) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 7:30 p.m. (public), Monday, November 22, 2021, Boardroom.

**Due to COVID-19:**

- Brandon School Division Board Meetings are currently taking place in person and allowing public attendance, however, to accommodate space limitations and physical distancing, we ask that those wishing to attend pre-register with Bernadene Sangster, Executive Assistant, at [sangster.bernadene@bsd.ca](mailto:sangster.bernadene@bsd.ca), or (204) 729-3114 by 4:00 p.m. the Friday before the Board meeting.
- Members of the public wishing to make a presentation, a delegation or a petition are asked to contact Ms. Sangster no later than 4:00 p.m. on the Tuesday before the Board meeting.
- Face mask use is mandatory.
- We invite everyone to watch live streaming of the Board meetings on our website: <https://www.bsd.ca/page/8192/board-meeting-dates-live-streaming>

**7.00 ADJOURNMENT**

Ms. Fallis – Ms. Letain

That the Board do now adjourn (7:56 p.m.)

Carried.

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Chairperson

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Secretary-Treasurer