



# BRANDON SCHOOL DIVISION

October 7, 2022

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

TO BE HELD TUESDAY, OCTOBER 11, 2022  
6:00 P.M. (In-Camera) 7:30 P.M. (Public)

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere  
Secretary-Treasurer

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## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

#### 1.02 Adoption of Minutes of Previous Meetings

- a) Board Meeting, September 26, 2022.  
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**

- a) Correspondence was received from Sharon Loewen, concerned citizen and mother, Pembina Trails School Division, advocating for the LGBTQ2S+ community in regard to gender-neutral washrooms in schools. Ms. Loewen notes the lack of Equal Bathroom Rights in schools and appeals to the Division to support an initiative to convert most, if not all, bathrooms to gender neutral bathrooms in Manitoba schools.

Also included is a statistics and facts sheet from the Centre for Suicide Prevention, along with correspondence from Alba Lopez Gomez and Naomi Finkelstein (Founders and Facilitators), PFFoTI (Parents Family and Friends of Transgender Individuals), The Rainbow Resource Centre. They acknowledge the work that the schools have done over the years to facilitate some bathroom access for transgender, nonbinary and gender diverse children and youth, but note there is still work to do. (Appendix 'A')

Receive and file.

**3.03 Communications for Action****4.00 REPORT OF SENIOR ADMINISTRATION****- From Report of Senior Administration**

- a) Review Report of Senior Administration – October 11, 2022.

**5.00 GOVERNANCE MATTERS****5.01 Reports of Committees**

- a) Committee of the Whole:

Finance and Facilities  
Personnel and Policy

K. Fallis  
S. Bambridge

**5.02 Delegations and Petitions (Max. 15 minutes)****5.03 Business Arising**

- From Previous Delegation
- From Board Agenda
- MSBA Issues

- a) e-bulletin – October 5, 2022 (Appendix 'B')

**5.04 Public Inquiries (Max. 15 Mins)****5.05 Motions****5.06 Bylaws****Bylaw 2/2022****2<sup>nd</sup> Reading**

That Bylaw 2/2022 being a bylaw of the Brandon School Division to authorize payment of indemnities and mileage to Trustees and repealing Bylaw 6/2018 passed on October 9, 2018, be now read for the second time, having been read for a first time on September 26, 2022.

**5.07 Giving of Notice****5.08 Trustee Inquiries****6.00 ANNOUNCEMENTS**

- a) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 7:30 p.m. (public), Monday, October 24, 2022, Boardroom.

**School Trustee Elections:**

- Election Date – Wednesday, October 26, 2022

**Additional Information:**

- Members of the public wishing to make a presentation, a delegation or a petition are asked to contact Ms. Bernadene Sangster, Executive Assistant, at sangster.bernadene@bsd.ca, or (204) 729-3114, no later than 12:00 p.m. on the Tuesday prior to the Board meeting.
- 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**



# 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, SEPTEMBER 26, 2022.

**TRUSTEES PRESENT:** L. Ross, Chairperson (exited at 6:02 p.m., returned at 6:19 p.m.)  
J. Gobeil, Vice-Chairperson  
  
S. Bambridge  
C. Ekenna  
K. Fallis (by phone)  
B. Foley  
D. Kejick  
L. Letain  
J. Murray (arrived at 6:06 p.m.)

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

**REGRETS:** S. Gilleshammer, Assistant Superintendent

The Chairperson called the In-Camera portion of the meeting to order at 6:01 p.m.

## **AGENDA**

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

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

Senior Administration added five (5) items for In-Camera.

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

Mr. Foley – Ms. Bambridge  
That the agenda be approved as amended.  
Carried.

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

a) The Minutes of the Board Meeting held September 12, 2022 were circulated.

Ms. Letain – Mr. Ekenna  
That the Minutes be approved as circulated.  
Carried.

Ms. Letain – Mr. Ekenna

That the Board do now resolve into Committee of the Whole In-Camera. (6:04 p.m.)

Carried.

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

### **2.01 Student Issues**

#### **- Reports**

- a) Mr. Mathew Gustafson, Superintendent/CEO, provided information on two (2) Student Matters.

#### **- Trustee Inquiries**

### **2.02 Personnel Matters**

#### **- Reports**

- a) Staffing Activity Report was presented.
- b) The Superintendent/CEO provided an update on a Personnel Matter.
- c) Trustee Ross spoke on a Personnel Matter and received direction from the Board.

#### **- Trustee Inquiries**

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

#### **- Reports**

- a) The Superintendent/CEO provided information on a Property Matter.

#### **- Trustee Inquiries**

### **2.04 Board Operations**

#### **- Reports**

- a) The Superintendent/CEO provided an update on a Board Operations Matter and answered Trustee questions. Mr. Denis Labossiere, Secretary-Treasurer, provided additional information on this matter and answered Trustee questions.

#### **- Trustee Inquiries**

Ms. Bambridge – Mr. Gobeil

That the Committee of the Whole In-Camera do now resolve into Board. (7:19 p.m.)

Carried.

The Chairperson called the Public portion of the meeting to order at 7:30 p.m. with a traditional heritage acknowledgement.

## **3.00 PRESENTATIONS AND COMMUNICATIONS:**

### **3.01 Presentations For Information**

- a) Angie Strachan, Program Coordinator, Brandon's Food for Thought Program, attended and presented on the Program's breakfast and snack program.

Trustees thanked Ms. Strachan for her presentation and the work she is doing.

**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 September 26, 2022 Report of Senior Administration:

**A) Administrative Information**

- Celebrations:
  - Kiwanis Children's Park – Grand Opening
  - Terry Fox Run/Walk
  - Major Production – *Disney's Descendants: The Musical*
- Information Items:
  - Correspondence from Manitoba Education and Early Childhood Learning
    - School Support Staff Recognition Week – September 26 to 30, 2022
    - Federal Holiday for Queen's Funeral – September 19, 2022
    - Arts Education Grant Program 2022-2023
    - Dyslexia Awareness Month – October 2022
  - Truth and Reconciliation Week – September 26 to 30, 2022 – J. Zilkey

**B) Business Arising for Board Action**

- Information for Discussion and Correspondence:
  - Facility Naming Request – Tommy Prince Library – Crocus Plains Regional Secondary School – J. Zilkey

Mr. Gobeil – Mr. Murray

That the September 26, 2022 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 September 26, 2022 was circulated.

Mr. Ekenna – 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 September 26, 2022 was circulated.

Mr. Murray – Mr. Ekenna

That the Report be received and filed.

Carried.

**5.02 Delegations and Petitions****5.03 Business Arising****- From Previous Delegation**

- a) Response to Shawn Berry, City Councillor for Lindens Lanes Ward 7, who requested that the School Division give consideration to crossing guards at the busy intersections of Richmond Avenue and Linden Boulevard, and Richmond Avenue and 22<sup>nd</sup> Street.

Trustee Ross responded that the Division does not have a budget line for Crossing Guards. The last time, and in her recollection the only time, that the Division had crossing guards was when the students were transitioning after the closing of Fleming School to Earl Oxford School, and for a short period of time the Division did provide Crossing Guards. A set of traffic/crossing lights was installed by the City of Brandon shortly after that time. Further, Crossing Guards are no longer in the CUPE Local 737/Brandon School Division Collective Agreement.

Trustee Ross proposed that following the Municipal Election, at the next Joint Meeting of the Board of Trustees and City of Brandon Councilors, this item be listed as an agenda item.

**- From Board Agenda****- MSBA Matters**

- a) e-bulletin, September 21, 2022

**5.04 Public Inquiries (max. 15 minutes)****5.05 Motions**

- 59/2022 Ms. Bambridge – Ms. Kejick  
That the proposed budget dates for the 2023-2024 budget be as follows, subject to receiving the Provincial funding announcement by January 31, 2023:
- |                            |  |
|----------------------------|--|
| Tuesday, February 21, 2023 | Budget Presentation and Budget Deliberations     |
| Monday, February 27, 2023  | Public Budget/Presentation/Consultation/Feedback |
| Monday, March 6, 2023      | Final Budget Approval                            |
- Carried.
- 60/2022 Mr. Gobeil – Mr. Foley  
That the amount of \$800,000 from the Operating Fund Accumulated Surplus be allocated to the School Bus Capital Reserve Fund for future replacement of the school bus fleet.  
Carried.
- 61/2022 Ms. Kejick – Mr. Murray  
That the library at Crocus Plains Regional Secondary School now be named Tommy Prince Library.  
Carried.

**5.06 Bylaws****Bylaw 2/2022****1<sup>st</sup> Reading:**

Mr. Foley

That Bylaw 2/2022 being a bylaw of the Brandon School Division to authorize payment of indemnities and mileage to Trustees and repealing Bylaw 6/2018 passed on October 9, 2018, be now read for the first time.

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

Trustee Ekenna

*"I am sending a request to have our students educated on the issue of human trafficking. Students need to know how human traffickers operate, and how they can recognize the signs so they can be aware and not be lured by these predators. I have approached the Joy Smith Foundation and they are ready to present to teachers on this issue free of charge for our Division. The Joy Smith Foundation is a national NGO that provides age-appropriate information on this issue to students in Grades 6-12."*

This item was referred to Senior Administration, who will contact the Joy Smith Foundation to request a presentation to the Board of Trustees. Additionally, Senior Administration will conduct preliminary work on some options focusing on professional development for staff, and education for parents and students. A response will be provided at a future Board meeting.

**6.00 ANNOUNCEMENTS**

- a) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 7:30 p.m. (public), Tuesday, October 11, 2022, Boardroom.

**School Trustee Elections:**

- Election Date – Wednesday, October 26, 2022

**Additional Information:**

- Members of the public wishing to make a presentation, a delegation or a petition are asked to contact Ms. Bernadene Sangster, Executive Assistant, at sangster.bernadene@bsd.ca, or (204) 729-3114, no later than 4:00 p.m. on the Tuesday prior to the Board meeting.
- 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. Bambridge – Ms. Kejick

That the Board do now adjourn (8:25 p.m.)

Carried.



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Chairperson

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Secretary-Treasurer

SEP 14 2022

Office of the Superintendent/CEO  
Brandon School Division

September 8, 2022

To whom it may concern,

Please find included 2 letters encouraging you and your school division to consider the inclusion of gender neutral bathrooms in schools. As an advocate for the LGBTQ2S+ community and a parent, it is clear that our schools need to adapt to the gender diversity in our schools, starting from kindergarten and on to secondary school. The conversion of a single stall washroom as unisex isn't the solution that serves the students equally. This singles out students and doesn't provide equity.

I hope you will ensure that the superintendents, school trustees and any other stakeholders see these letters, and consider the positive impact and inclusivity that gender-neutral washrooms in schools will bring.

Sincerely yours,



Sharon Loewen

September 8, 2022

To Whom it may concern,

I am writing to you today to address the lack of Equal Bathroom Rights in our schools, an urgent issue that you may not even know about.

Transgender, non-binary and gender non-confirming student populations are growing in our schools, and yet there has not been a correlating growth in equal bathroom access. Many schools feel that they are forward thinking by converting one single-stall bathroom to a gender-neutral bathroom. This concession, while necessary and appreciated, creates access and safety issues, especially for younger students. It also singles out students that require them, as they must very obviously use the only bathroom that is available to them.

**Today I am appealing to you to support an initiative to convert most, if not all, bathrooms to gender neutral bathrooms in Manitoba schools.**

I spoke to one principal who stated that this year was the first transgender child they had in their school, but truthfully, it's the first that they were aware of. You can only imagine how it must feel to use a bathroom of a gender you do not identify with, but also be stigmatized for using one that you do. Because of this, I fear, many youth will not feel that they can publicly identify with the gender that they have a sense they should truly be, and that can lead to many issues that become risk factors for suicide (please see statistics and facts from the Centre for Suicide Prevention attached). Something as simple as a safe and welcoming space to use the bathroom could change how one individual sees their self-worth.

GLSEN, a U.S. group founded by teachers who advise, advocate for, and research comprehensive policies designed to protect LBGTQ students, state that "bathrooms in schools also pose difficulty to transgender and gender nonconforming students. GLSEN research shows that nearly two thirds of transgender students avoid school bathrooms because of feeling unsafe or uncomfortable. They risk verbal and physical harassment, no matter which of the two, sex-segregated bathrooms they enter."

<https://www.glsen.org/blog/gender-neutral-bathrooms-are-radical-not-how-you-think>

Schools are seen as safe spaces, places that work hard to reduce the risk of bullying, racism, and promote diversity and inclusivity. They should also be seen as places that promote the mental health and well-being of students. Schools need to be a space for transgender, non-binary and gender non-conforming youth to feel safe and included while reducing their risk of peer victimization and suicidality. The inclusion of gender-neutral bathrooms is essential for transgender, non-binary and gender non-conforming youth to feel safe at school.

Thank you for your consideration of this urgent matter. I hope that you will consider including this issue in your school divisions agenda and priorities for inclusion and equity.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "S. Loewen".

Sharon Loewen  
Concerned citizen and mother  
Pembina Trails School Division  
Sharonloewen24@gmail.com  
(204) 688-8244

We are the Parents, Family and Friends of Transgender Individuals (PFFoTI) support, advocacy, and resource group, that has run out of the Rainbow Resource Centre for the past 15 years. We support parents with transgender and gender diverse children (of all ages) in whatever capacity we can. Over the years we have worked with parents and different schools to build knowledge and capacity to help our Manitoba schools provide safer, more affirming, and supportive environments for all students.

We are writing this letter to you to urge you to assist your school division in providing inclusive bathrooms for all students. We would like to acknowledge the work that the schools have done over the years to facilitate some bathroom access for transgender, nonbinary and gender diverse children and youth, but there is still work to do. Providing a bathroom to a student that is a single use bathroom, has been a

frequent 'solution' but often these are in out of the way or hard to reach areas. As well by using this single stall bathroom a student is being forced to 'out' themselves in a way that other students do not typically have to do just by accessing a bathroom.

The specific school we were advised about did offer a nonbinary elementary student the opportunity to use any bathroom they chose, however they received negative comments from other students and decided to use the bathroom associated with their assumed gender identity. They also were offered a single stall bathroom, but it is out of the way compared to other bathrooms for the students.

A solution to this issue would be to create gender-neutral bathrooms that students with any gender identity could access. Examples of signage for these bathrooms would include labelling them with the type of toilets located inside on the sign vs. labelling them as 'boys' or 'girls'. We appreciate that it may be more complicated than just changing a sign on a door. However, we are hoping that you would be available to discuss feasible solutions to this issue in person.

We look forward to hearing from you and could meet virtually or in person, to speak more about solutions to this important issue.

Alba Lopez Gomez and Naomi Finkelstein (Founders and Facilitators)  
PFFoTI (Parents Family and Friends of Transgender Individuals)  
The Rainbow Resource Centre

[PFFOTI@rainbowresourcecentre.org](mailto:PFFOTI@rainbowresourcecentre.org)

## Statistics and facts

APPROXIMATELY

**0.5%**

OF THE POPULATION IS  
TRANSGENDER (BAUER ET  
AL., 2015A)

OVER

**10%**

OF TRANSGENDER PEOPLE REPORT  
RECENTLY ATTEMPTING SUICIDE  
(WITHIN THE PREVIOUS YEAR)  
(BAUER ET AL., 2015A).

TRANS PEOPLE ARE

**2x**

MORE LIKELY TO THINK ABOUT  
AND ATTEMPT SUICIDE THAN  
LESBIAN, GAY OR BISEXUAL  
PEOPLE (IRWIN ET AL., 2014).

**22% to 43%**

OF TRANSGENDER PEOPLE HAVE  
ATTEMPTED SUICIDE IN THEIR  
LIFETIME (BAUER ET AL., 2015B).

**2/3**

OF TRANS YOUTH REPORT  
RECENT SELF-HARM (WITHIN  
THE PREVIOUS YEAR) (VEALE  
ET AL., 2015)



centre for  
suicide prevention

<https://www.suicideinfo.ca/resource/transgender-people-suicide/>



# BRANDON SCHOOL DIVISION

## Report of Senior Administration to the Board of Trustees

October 11, 2022

### A. Administrative Information

#### I. CELEBRATIONS

##### 1. **WORLD TEACHERS' DAY**

World Teachers' Day is held annually on October 5 to celebrate all teachers around the world. The theme this year was celebrating the critical role of teachers in transforming learners' potential by ensuring they have the tools they need to take responsibility for themselves, for others, and for the planet.

##### 2. **ANNUAL VIKING CLASSIC VOLLEYBALL TOURNAMENT**

Vincent Massey High School is proud to be hosting its annual Viking Classic Volleyball Tournament on October 7 – 8, 2022. Vincent Massey has welcomed approximately 8000 athletes to this event over the years, and this year marks the 50<sup>th</sup> tournament. The tournament is being held at the Vincent Massey gym and the Brandon University Healthy Living Centre.

##### 3. **SOCKTOBER**

Brandon School Division is collecting donations of new socks during the month of October, as part of an annual event known as Socktober. Donation boxes are located at BSD high schools and the Division Office. All donations will be given to Brandon and Area Overdose Awareness Inc., who have partnered with Moms Stop the Harm to provide aid to vulnerable persons in our community through local agencies.

##### 4. **TRUTH AND RECONCILIATION WEEK – SEPTEMBER 26 – 30, 2022**

Throughout the week, students participated in activities focused on learning about the history of residential schools, honouring the resilience of residential school Survivors, and addressing the Truth and Reconciliation Commission of Canada's Calls to Action. A video will be shown that highlights some of the activities from Truth and Reconciliation Week 2022.

*"Accepting the Challenge"*

## II. SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>INAPPROPRIATE BEHAVIOUR</u>	<u>ASSAULTIVE BEHAVIOUR</u>	<u>DRUGS AND ALCOHOL</u>
Elementary	2 total	2	-	-
High School	9 total	9	-	-
		*2 vaping	*0 weapons	

\* Infractions may fall under more than one category.

## III. COMMUNITY CONNECTIONS AND SCHOOL VISITS

The following community connections and school visits were made by Senior Administration:

- September 21, 2022 – Manitoba Association of School Superintendents - Finance and Legislation Committee – Mathew Gustafson
- September 21, 2022 – Trustee Candidate Information Session – Mathew Gustafson, Denis Labossiere, Jon Zilkey, Susan Gilleshammer
- September 22, 2022 – meeting with City of Brandon re: Joint Use Agreement – Jon Zilkey, Denis Labossiere
- September 23, 2022 – Vision of the Middle Years Numerate and Literate Learner session – Mathew Gustafson
- September 23, 2022 – meeting with Tammy Tutkaluk, President, Brandon Teachers' Association – Mathew Gustafson
- September 23, 2022 – meeting with Kathie Sutherland, Reading Recovery Teacher Leader – Mathew Gustafson, Jon Zilkey
- September 23, 2022 – Baragar Overview Meeting – Mathew Gustafson, Denis Labossiere, Jon Zilkey
- September 26, 2022 – École secondaire Neelin High School – Jon Zilkey
- September 26, 2022 – Prairie Hope High School – Jon Zilkey
- September 26, 2022 – École Harrison – Jon Zilkey
- September 27, 2022 – Vision of the Early Years Numerate Learner session – Mathew Gustafson
- September 27, 2022 – Meadows School – Jon Zilkey
- September 28, 2022 – Principal Learning Network – Mathew Gustafson
- September 28, 2022 – meeting with Ron Bowles, City Manager/ Chief Administrative Officer, City of Brandon – Mathew Gustafson
- September 28, 2022 – Brandon Area Community Foundation – Jon Zilkey
- September 29, 2022 – Principal Learning Network Co-Lead Meeting with



Dr. S. Katz – Mathew Gustafson

- September 29, 2022 – Truth and Reconciliation Week at the Riverbank Discovery Centre – Jon Zilkey
- October 1, 2022 – Reconciliation Panel – Truth and Reconciliation Week – Mathew Gustafson
- October 3, 2022 – meeting with Dr. Patty Douglas, Faculty of Education, Brandon University – Mathew Gustafson
- October 3, 2022 – St. Augustine School – Jon Zilkey
- October 3, 2022 – École New Era School – Jon Zilkey
- October 3, 2022 – Crocus Plains Regional Secondary School – Jon Zilkey

#### **IV. INFORMATION ITEMS**

##### **1. CORRESPONDENCE FROM MANITOBA EDUCATION AND EARLY CHILDHOOD LEARNING**

###### **TRUTH AND RECONCILIATION WEEK AND NATIONAL DAY FOR TRUTH AND RECONCILIATION, SEPTEMBER 30**

For Information .....M. Gustafson

Correspondence was received from Dana Rudy, Deputy Minister of Education and Early Childhood Learning, regarding the second annual National Day for Truth and Reconciliation on September 30, 2022, and Truth and Reconciliation Week (September 26 – 30, 2022). September 30<sup>th</sup> is also recognized as Orange Shirt Day, a day to have meaningful conversations about the legacy of the residential school experience, to honour the residential school Survivors and their families, and to commit to truth and reconciliation. It is our collective and shared responsibility to reflect on the detrimental impacts of residential schools, and to address the Truth and Reconciliation Commission's Calls to Action.

Educators have an important role in raising awareness of the tragic legacy of residential schools and colonialism. Educators were encouraged to incorporate and facilitate engagement in activities that teach about the true history of residential schools and colonialism during Truth and Reconciliation Week.

School divisions were encouraged to recognize September 29, 2022, as a day of learning for all students and staff, to honour the tradition of Orange Shirt Day and the intent of the federal day of observance. Manitoba Education and Early Childhood Learning, in collaboration with the Indigenous Inclusion Directorate Advisory Council, recommended a moment of silence at 2:15pm on September 29<sup>th</sup> across all schools.

An overview of Brandon School Division activities during Truth and Reconciliation Week was shared at the September 26, 2022 Board meeting.

### **FREE MENSTRUAL PRODUCT DISTRIBUTION TO SCHOOLS**

For Information .....M. Gustafson

Correspondence was received from Janet Tomy, Assistant Deputy Minister, Student Achievement and Inclusion Division. Beginning in fall of 2022/2023, the Manitoba government will distribute free menstrual products in collaboration with school divisions, schools, and social service agencies. An approximate three-year supply of product will be donated by Shoppers Drug Mart Inc.

The departments of Manitoba Education and Early Childhood Learning and Manitoba Families have entered into this partnership with Shoppers Drug Mart to improve access to menstrual products through schools and domestic violence sector agencies.

Research indicates that “Period Poverty”, the inability to afford products like pads and tampons to manage menstruation, is a significant barrier to a student’s attendance and full participation in school activities. The initiative aims to reduce the stigma of menstruation, support schools’ inclusive education practices, and ease the cost of living on families while helping students focus on their studies. This initiative prioritizes those in greatest need in Manitoba through an equity-focused model.

It is recommended that schools make the product available to students most in need through a variety of barrier free methods. Schools play an important role in promoting a positive culture around menstrual health and building a supportive environment amongst the entire school community.

An evaluation of the initiative will be conducted to inform future policy, operating, or funding decisions for menstrual products.

### **TAKE OUR KIDS TO WORK™ DAY 2022**

For Information .....M. Gustafson

Correspondence was received from Rhonda Shaw, Acting Executive Director, Learning and Outcomes Branch. Manitoba Education and Early Childhood Learning is proud to support the annual, national career exploration event, Take Our Kids to Work™ Day, which will be held on November 2, 2022.

This annual event provides Grade 9 students the opportunity to experience “a day in the life” related to various occupations as they explore possible future career options. Workers Compensation coverage is in place at no additional cost for participating students.

## **2. CORRESPONDENCE FROM THE ROYAL CANADIAN LEGION**

For Information .....M. Gustafson

Correspondence was received from Fred Pritchard, President, Brandon Branch 003, and Cindy Stumme, 2022 Poppy Campaign Chair, Brandon Branch #003, The Royal Canadian Legion.

Every year, the Legion National Foundation and The Royal Canadian Legion promote *Remembrance* to Canadian youth through a Poster and Literary Contest. This contest begins at the Legion branch level with all entries from Brandon School Division participating students being submitted to Legion Brandon Branch 003.

This contest is open to all students in the Canadian school system. Information on this contest has been shared with all schools. Additional information is available at <https://www.legion.ca/communities-youth/youth-education/remembrance-contests>.

## **V. PRESENTATIONS**

### **1. IMPROVED CONNECTIVITY FOR SPRING VALLEY COLONY SCHOOL**

For Information .....A. Kean

Andrew Kean, Acting Director of Learning and Business Technologies, will provide information on the following improvement to connectivity for Spring Valley Colony School.

The current connection to Spring Valley Colony School is as follows:

- Satellite/wireless technology (susceptible to weather, less reliable)
- Slower speeds (100MB/s)
- Cost: \$30,000 per year

The new connection, which will be in place shortly, is as follows:

- Fibre connection through RFNow
- 10x faster speeds (1000MB/s)
- High reliability/availability
- Same connectivity method as for Alexander School
- Cost: \$16,800 per year, plus one-time installation charge of \$799.95

This will bring connectivity for the entire Division to a fast and reliable fibre connection with minimum speeds of 1000MB/s, with savings of \$12,400 in the first year and savings of \$13,200 in subsequent years. (Note: all dollar amounts referenced are pre-tax amounts.)

## **2. SUPPORTING OUR 2SLGBTQIA+ STUDENTS AND FAMILIES**

For Information .....S. Gilleshammer

Susan Gilleshammer, Assistant Superintendent – Student Services, will provide an overview of current supports and practices to foster a safe and inclusive environment for all members of our school communities.

## **3. ENROLMENT UPDATE**

For Information .....M. Gustafson

Mathew Gustafson, Superintendent/Chief Executive Officer, will provide an update on school enrolment for the 2022/2023 school year.

Average class sizes:

<b>Grade Level</b>	<b>Mean</b>	<b>Median</b>	<b>Mode</b>
K-3	19.2	20	20
4-8	21.6	22	22
9-12	20.3	20	24

# **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 Superintendent/Chief Executive Officer and Secretary-Treasurer since the last meeting.

**Senior Administration respectfully submits this report for your consideration, action, and information.**

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



# BRANDON SCHOOL DIVISION

## Finance and Facilities Committee Minutes

Monday, September 26, 2022 – 6:00 p.m.  
Boardroom, Administration Office

Present: S. Bambridge C. Ekenna  
K. Fallis (by phone) B. Foley  
J. Gobeil D. Kejick  
L. Letain J. Murray  
L. Ross

Also Present: D. Labossiere  
M. Gustafson

J. Zilkey

Regrets: S. Gilleshammer

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### 1. COMMITTEE ITEMS

#### A. MSBA/HUB Insurance

Mr. Denis Labossiere, Secretary-Treasurer, reviewed a memo from MSBA regarding insurance, the 2022 Manitoba Schools Insurance Program Renewal Letter from HUB Insurance, and the 2022-2023 Brandon School Division Insurance Coverage Comparison document.

He reviewed policy coverage and premium changes regarding property, equipment breakdown, crime, liability, cyber and property loss pools.

Mr. Labossiere also reviewed current open insurance claims with the Committee.

Mr. Labossiere indicated the Division's Policy Renewal Certificate for July 1, 2022 to July 1, 2023 increased by 24% or \$84,137 over the 2021-2022 year, and that the insurance premiums exceed the current budget by \$30,000.

He added that the budget for 2023-2024 will need to be increased by \$30,000 for current insurance premiums, \$20,000 for annual aggregate retention and any further anticipated insurance premium increases.

Trustees asked questions for clarification.

## **B. Review Monthly Reports**

### Forecasted Variances

The Secretary-Treasurer reviewed the revised Summary of Forecasted Variances for 2021-2022 and noted changes to the variances. He indicated the Division is waiting for further information from the Province to finalize the statements. The Division is projecting an operating surplus of \$2.2 million with the approval of the transfer to the School Bus Reserve.

### Accumulated Surplus

The Secretary-Treasurer reviewed the Projected Accumulated Surplus – Operating Fund, indicating that with the 2021-2022 operating surplus, the Division is projecting an undesignated surplus net of non-vested sick leave of \$1.7 million. Trustees asked questions for clarification.

## **2. OPERATIONS INFORMATION**

### **A. The Secretary-Treasurer provided information on the following:**

Capital Projects:

- i. Harrison – Roof Replacement

Correspondence from Manitoba Education and Early Childhood Learning:

- i. Intensive Newcomer Support (INS)

Correspondence was received from Honourable Wayne Ewasko, Minister of Education and Early Childhood Learning, confirming the allocation of an Intensive Newcomer Support (INS) Project Grant of \$58,000 for the Brandon School Division for 2022-2023. This amount is an increase of \$12,500 over the 2022-2023 budget.

Respectfully submitted,

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K. Fallis



# BRANDON SCHOOL DIVISION

## Personnel and Policy Committee Minutes

Monday, September 26, 2022 – 6:00 p.m.  
Boardroom, Administration Office

Present: S. Bambridge C. Ekenna  
K. Fallis (by phone) B. Foley  
J. Gobeil D. Kejick  
L. Letain J. Murray  
L. Ross

Also Present: D. Labossiere M. Gustafson  
J. Zilkey

Regrets: S. Gilleshammer

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### 1. COMMITTEE ITEMS

#### A) Brandon Teachers' Association (BTA)/Brandon School Division (BSD) Joint Professional Development Fund

The Committee reviewed the BTA/BSD Joint Professional Development report for 2021-2022, and the amendments to the Joint Professional Development Fund Criteria, as recommended by the Joint Professional Development Committee.

The Board agreed to the revised 2022-2023 Joint PD Fund Criteria as amended.

#### B) Confidential Personnel Matter – In-Camera

Mr. Denis Labossiere, Secretary-Treasurer, provided information on a Personnel Matter.

### 2. OPERATIONS INFORMATION

- A) MSBA – CPI, Unemployment Rate, Regional Trends update:
- August 2022

Respectfully submitted,

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S. Bambridge



## 10 YEARS OF SCHOOL VANDALISM TIPS



SCHOOL  
VANDALISM

Ten years ago, in response to growing concerns about vandalism at Winnipeg schools, The Manitoba School Boards Association set up a tip line at **204-231-4556** for anyone who sees suspicious activity on school grounds over the summer months.

The tip line continues to be a valuable tool today. The Corps of Commissionaires security company conducted over 2500 visits to school property this summer alone for various destructive incidents. So let's continue to work together over the summer months by keeping an eye open for suspicious activity, including graffiti, arson, on-site use of drugs or alcohol, and signs of break-and-enter to keep kids safe and schools secure.

## CALLING ALL EDUCATORS AND COMMUNITY LEADERS!

Looking for ideas on how to make this Veterans' Week (November 5-11) memorable? Trying to find an engaging and educational way to bring history to life?



The Department of National Defence's National Veterans' Week Speakers Program can help make that happen!

They are offering an opportunity to connect with active members of the military. This program aims to help audiences better understand how Canadian Armed Forces members have and continue to contribute to their local communities, Canada and the world.

The deadline to submit requests is between October 1 for in-person presentations and as late as November 2 to obtain speaker videos. To learn more about presentation opportunities and to register, visit the 2022 National Veterans' Week Speakers Program [web page](#).

## BOARD ORIENTATION TIPS

Part of the job of a board is to ensure new board members are brought up to speed quickly & thoroughly so they can be knowledgeable & contributing trustees as soon as possible. Check out our latest Division Dispatch [video](#) on the topic of Board Orientation for tips on planning for a successful new trustee orientation. Also, keep an eye on our social media accounts for monthly videos in this new Division Dispatch "Leading with Intent" series.



## WE ARE ALL DIGITAL CITIZENS

[Media Literacy Week](#) is an annual event promoting digital media literacy across Canada each October. Schools, libraries, museums and community groups are invited to organize events and activities throughout the week.



We all have a role to play in our online world, and we are all digital citizens. The first annual [Digital Citizen Day](#) takes place during Media Literacy Week on October 26, 2022, encouraging all Canadians to share what it means to be a digital citizen using #DigitalCitizenDay.

MediaSmarts has a variety of resources available to help classrooms take part in the 17th annual Media Literacy Week, taking place October 24 to 28, 2022. Check out the [online learning resource hub](#) for teachers. It's filled with suggested activities for students, including pre-recorded lessons led by MediaSmarts experts. To find out more about Media Literacy Week and Digital Citizen Day visit MediaSmarts [website](#).

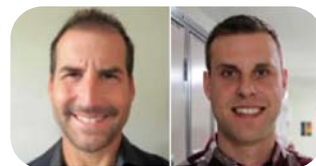
## PRIME MINISTER'S AWARDS RECIPIENTS

Congratulations to the Manitoba teachers awarded 2022 Prime Minister Certificates for Excellence.

Major Pratt School teacher Teresa Boucher is receiving the Prime Minister's Certificate of Achievement in Teaching. The Certificate recognizes Ms. Boucher's innovative teaching approaches and her commitment to student success in a diverse learning environment.



In addition, Highbury School teacher Mark Lesiuk and Minnetonka School teacher Christopher Heidebrecht are receiving the Prime Minister's Certificate of Achievement in STEM. The Certificate recognizes their work and success in bringing the Anishinaabe culture to the world with student engagement and exemplary utilization of technology.



For the complete list of nation-wide recipients, visit the Prime Minister's Awards [website](#). Do you know an inspirational educator? Consider nominating them for 2023 starting October 5, 2022.

follow us [@MBSchoolBoards](https://twitter.com/MBSchoolBoards)





THE BRANDON SCHOOL DIVISION

BYLAW NO. 2/2022

BEING A BYLAW of The Brandon School Division to authorize payment of indemnities and mileage to Trustees and Bylaw No. 6/2018 shall be repealed.

WHEREAS The Brandon School Division is a school division as defined in The Public Schools Act;

AND WHEREAS The Public Schools Act, Chapter P250 of the Revised Statutes of Manitoba as amended, provides as follows:

"Section 56(1)

A school board may, by bylaw, provide for the payment of an annual indemnity to the chairman and to each trustee payable in such amount and at such times and under such conditions as provided in the bylaw.

Section 56(2)

In addition to the indemnity referred to in subsection (1), each member of the school board may be paid and may accept

- (a) such amount per mile as set by bylaw of the school board for each mile actually and necessarily travelled from his place of residence in the school division or school district to the place of meeting and return to his place of residence, allowable only once for each school board meeting;
- (b) such amount per hour as set by bylaw of the school board for each hour actually and necessarily spent by him under authority given by resolution of the school board in the performance of such duties, work or services as he is required or authorized under the resolution to perform, and;
- (c) such an amount per mile, as set out by bylaw of the school board, for each mile actually and necessarily travelled by him in the performance of the duties, work or services to which clause (b) applies;

but the remuneration or mileage mentioned in clauses (b) and (c) is not payable until an account showing the work or service performed, verified by statutory declaration, has been filed with the secretary-treasurer and payment thereof authorized by resolution of the school board.

Section 56(3)

A school board may reimburse its trustees, trustees-elect or employees for expenses necessarily incurred while attending conventions or carrying out duties assigned or approved by the school board and at such rates and under such conditions as the school board may determine."

AND WHEREAS, pursuant to the provisions of The Public Schools Act and the amendments thereto, it is deemed expedient and advisable to provide for the payment of indemnities and mileage to the Chairperson of the Board and to each Trustee;

NOW, THEREFORE, the Trustees of The Brandon School Division, at a meeting duly called and held for the purpose, do hereby enact as follows:

1. That, the Chairperson and each member of the Board of Trustees be paid by equal monthly installments an annual indemnity of:

For a Trustee as Chairperson and Trustee - effective July 1, 2022	\$20,943
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For a Trustee as Vice-Chairperson and Trustee - effective July 1, 2022	\$18,344
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For each other Trustee - effective July 1, 2022	\$16,913
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That the total annual indemnities for Chairperson, Vice-Chairperson and Trustees shall be adjusted each year effective July 1<sup>st</sup> by a percentage amount equal to the percentage increase in wages and salaries for Brandon Teacher's Association for the immediately preceding twelve (12) months; and that on July 1<sup>st</sup> for any years in which a collective agreement was not in force, but was subsequently concluded and given retroactive effect, those preceding years which had a zero increase would be recalculated based on the new increase so as to increase the rate but no retroactive pay would be made to Trustees.

2. That absence from any regular meeting of the Board over three (3) in any one calendar year shall result in a loss of indemnity of Three Hundred and Fifty (\$350) for each meeting beyond the three (3) meetings, and further provided that, where any absence from a regular meeting of the Board, is indicated by motion authorizing the member to attend a conference or the like or be absent, such absence shall constitute an authorized absence from meetings and does not apply against the three (3) meetings absence as referred herein. Exemptions to the provisions above may be granted by a two-thirds vote by the Board of Trustees on a case by case basis;

And that absence from a regular meeting of the Board by any Trustee by reason of said Trustee attending on the same day a meeting of the Executive of, or a Committee of or acting as a representative of The Manitoba School Boards Association (MSBA) as a member of same shall be deemed an "authorized absence" for the purpose of Section 37 of The Public Schools Act and Section 2 hereof;

And further that it shall be the responsibility of the Trustee to furnish to the Secretary-Treasurer in a timely fashion proper verification of attendance at said MSBA meetings.

3. That the Trustees shall be paid in accordance with Administrative Procedure 3020 - Car Allowances and Transportation Expense Claims for business authorized by resolution of the Board.
4. That, effective the 1st day of November, 2022, all Trustees shall be paid an additional indemnity, as provided by and in accordance with Section 56(2)(b), of the Manitoba hourly minimum wage plus twenty (20%) per cent to a maximum of eight (8) hours per day each day plus travel and living expenses approved by the Board and necessarily incurred while acting on Board business and when authorized by resolution of the Board in accordance with Section 56(2) & (3) of The Public Schools Act.
5. A Trustee shall be entitled to receive an indemnity in addition to that set out in Article 1 herein, at the rate identified in Article 5:
  - a) for each hour actually attended at a Special Board Meeting or a meeting of a Board Committee on which the Trustee is a member, provided such a meeting is of a minimum of three (3) hours duration; or
  - b) for each hour actually attended at meetings as a member of the Committee of the Board charged with the responsibility of negotiating the terms and conditions of the collective agreements between the Division and the bargaining agents representing the employees of the Division with said meetings, for this purpose, being those attended at the Bargaining Table, Conciliation Meetings and Arbitration Hearings with the applicable bargaining agent.
6. Trustees shall be entitled to claim and be paid a per diem for each authorized day while representing or acting on behalf of the Board. Said authorized days shall include the scheduled days of meetings, workshops, seminars, conventions, etc.

plus, where necessary, the day before and/or after for the purpose of travel. In the event of a part-day attendance and/or travel (less than eight (8) hours), a claim should be made and paid on an hourly rate. Said per diems shall be paid when the event is of a minimum of three (3) hours to a maximum of eight (8) hours per day.

7. Trustees shall receive expenses in accordance with Administrative Procedure 3020 - Car Allowances and Transportation Expense Claims and per diems for attendance at the annual MSBA Convention, MSBA provincial or regional meetings, workshops, and conferences.
8. When a Trustee is designated by motion of the Board to represent the Board at a conference, meeting, or other official function, expenses in accordance with Administrative Procedure 3020 - Car Allowances and Transportation Expense Claims and per diems shall be assumed by the Board.
9. At the commencement of the term of office, each Trustee shall be allotted a budget, in an amount to be determined by the Board, for his/her four (4) year term of office to cover all authorized costs incurred and per diems for attendance at meetings, workshops, conferences, etc. Said attendances shall be for the purpose of the Trustee's individual professional development and are hereby authorized by the Board. A Trustee new to the Board during a term will be allocated the remaining dollars of the retiring Trustee, or the average of the remaining funds if two or more trustees are retiring.
10. A Trustee shall not exceed his/her budget allotted for professional development without prior formal approval of the Board.
11. That Bylaw No. 6/2018 and the same is hereby repealed effective the date of passing this Bylaw.

GIVEN FIRST READING by the said Board of Trustees of The Brandon School Division, assembled at Brandon, in the Province of Manitoba, this \_\_\_\_\_ day of September 2022.

SECOND READING the \_\_\_\_ Day of \_\_\_\_\_, 2022.

THIRD READING the \_\_\_\_\_ Day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Chairperson

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

Certified a true copy of Bylaw No. 2/2022 of the Board of Trustees of The Brandon School Division.

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