



BRANDON SCHOOL DIVISION

Finance and Facilities Committee Minutes

Monday, January 23, 2023 – 6:00 p.m.
Boardroom, Administration Office

Present: C. Cramer C. Ekenna
B. Foley J. Gobeil
J. Murray D. Ross
L. Ross B. Sieklicki

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

Regrets: K. Fallis

1. COMMITTEE ITEMS

A. Legal Counsel – In-Camera Discussion

Mr. Denis Labossiere, Secretary-Treasurer, and Mr. Mathew Gustafson, Superintendent/CEO, spoke to this item, provided information to the Board, and received feedback and direction from Trustees.

B. 2023-2024 Budget – Enrolment Projection

The Secretary-Treasurer spoke to this item and noted that for the 2023-2024 Budget, the Division is projecting that the enrollment for September 2023 will increase by 61 students (0.7%) to 9,427 and the projected net FTE students will increase to 9,103 when factoring one-half FTE for Kindergarten students.

Discussion took place regarding the different Kindergarten class schedules, teacher to student ratios, and class sizes. Trustees asked questions for clarification.

C. Modular Classroom Request

The Secretary-Treasurer reviewed student enrolment projections for Maryland Park School. Senior Administration is recommending that two (2) modular classrooms be requested for Maryland Park school for 2023-2024.

Mr. Labossiere indicated that as of January 16, 2023, Maryland Park School had 622 students, which exceeds the school's 450 student capacity by 172 students. For the 2023-2024 school year, the school is projected to be over capacity by 197 students, which equates to 7.9 classrooms based on the Provincial formula of 25 students per classroom.

The school is currently using the Life Skills Room, Home Ec Room, Band Room, Music Room, Library Room, Manufacturing/Industrial Arts Room, Resource Room and offices, Guidance Room and offices, and Multipurpose Room to accommodate students.

He noted that Maryland Park School was designed with the capability to be expanded by eight (8) classrooms, to a capacity of 650 students, and that the Division requested the eight (8) classroom addition in the Five-Year Capital Plan previously submitted to the Province.

Mr. Labossiere indicated that discussions with the Province regarding classroom additions are ongoing and that he has recently been in contact with the Province regarding Maryland Park School and has provided them with updated enrolment projections and housing developments.

He added that since November, the Division has received new information from the City of Brandon and the Developer. There is a planned subdivision of 2211 Portola Drive into 7 lots consisting of 7 multifamily buildings. Six buildings will consist of 36 units and the seventh building will have 35 units for a project total of 251 units. The Southeast Brandon neighbourhood plan is estimating future development of 750-950 housing units and between 2,025 to 2,565 for population. This information has not been factored into current enrolment projections for Maryland Park School. The Division anticipates that enrolment will exceed the current projections once this subdivision and neighbourhood are built into future projections.

Trustees asked questions for clarification. The Committee agreed to the recommendation as presented, which was then brought forward as a late motion to the Regular Board meeting.

Recommendation:

That the Brandon School Division request two (2) modular classroom units for the 2023-2024 school year from the Department of Central Services.

D. Additional Custodial Staffing – Maryland Park School

The Secretary-Treasurer spoke to this item, advising the Committee that due to enrolment increases and the addition of four (4) modular classrooms at Maryland Park School, an increase of 0.375 FTE (3 hours) in custodial assistants will be required.

Trustees asked questions for clarification. The Committee agreed to the recommendation as presented, which was then brought forward as a late motion to the Regular Board meeting.

Recommendation:

That the Division add a 0.375 FTE (3 Hours) custodial assistant to address enrollment growth and the addition of four (4) modular classrooms at Maryland Park School, this position is to be funded through the 2022-2023 Operating Budget.

E. Student Registration Categories and Associated Funding

Mr. Mathew Gustafson, Superintendent/CEO, reviewed his memo to the Committee on Student Registration Categories and Associated Funding, which included the following categories:

- Resident Student
- Within-Division School of Choice
- Out-of-Division School of Choice
- Program Not Offered
- Temporary Residents – International
- Refugee Student
- Temporary Residents – Within Canada
- Non-Resident Student – Indigenous Pupil
- International Students

F. Review Monthly Reports (November)

The Reports for the month of November were provided for information.

The reports were accepted as circulated

G. Sub-Committee Reports

- Workplace Safety and Health – January 17, 2023 - Reviewed by Trustee Cramer

Respectfully submitted,

K. Fallis