



BRANDON SCHOOL DIVISION

October 22, 2021

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

TO BE HELD MONDAY, OCTOBER 25, 2021
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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

1.02 Adoption of Minutes of Previous Meetings

- a) Board Meeting, October 12, 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

- a) The 2020-2021 Financial Audit is now complete. Mr. Todd Birkhan from BDO Canada, LLP, will attend and present the Auditor's Report on the Financial Statements.
Refer motions.

4.00 REPORT OF SENIOR ADMINISTRATION

- From Report of Senior Administration

- a) Review Report of Senior Administration – October 25, 2021.

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

- a) Committee of the Whole:

Education and Community Relations	C. Ekenna
Finance and Facilities	K. Fallis

5.02 Delegations and Petitions (Max. 15 minutes)

5.03 Business Arising

- From Previous Delegation
- From Board Agenda

- MSBA Issues

- a) e-bulletin – October 13, 2021 (Appendix 'A')

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions

- 58/2021 That the Board approve the research request from Marc Valade, Stanley Knowles Visiting Professor in Public Policy, CARES Research Centre, Faculty of Education, Brandon University, for the research project entitled *"The Influence of Adaptation Brokers on the Integration and Resilience of Immigrant Families"*.
- 59/2021 Whereas the current deadline for Trustee budget requests does not align with the Stakeholder consultation process, be it resolved that Motion 48/2017 be reversed.

- 60/2021 Be it resolved that the budget process requires all Trustee requests for budget adjustments to be made to the Office of the Secretary-Treasurer by November 15th; during an election year the deadline would be December 15th. Once budget requests are reviewed and endorsed by an appropriate Committee of the Board, they will be submitted for Board budget deliberations.
- 61/2021 That the Auditor's Report and Financial Statements for the twelve month fiscal period ended June 30, 2021 be are hereby accepted, and that the Chairperson be authorized to affix their signature and the seal of the Division thereto.

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

- a) Community Drug & Alcohol Education Coalition Meeting – 1:00 p.m., Tuesday, October 26, 2021, Boardroom.
- b) Stakeholder Meeting with Brandon Chamber – 3:00 p.m., Tuesday, October 26, 2021, via Microsoft Teams
- c) Stakeholder Meeting with Parent Council Representatives – 7:00 p.m., Tuesday, November 2, 2021, via Microsoft Teams.
- d) Support Personnel Labour Management Committee Meeting – 4:30 p.m., Thursday, November 4, 2021, Boardroom.
- e) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 7:30 p.m. (public), Monday, November 8, 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, 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



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., TUESDAY, OCTOBER 12, 2021.

TRUSTEES PRESENT:

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

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 seven (7) items for In-Camera.

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

Ms. Bambridge – 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 September 27, 2021 were circulated.

Mr. Murray – Ms. Fallis
That the Minutes be approved as circulated.
Carried.

Ms. Fallis – Mr. Foley

That the Board do now resolve into Committee of the Whole In-Camera. (6:06 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 three (3) Student Matters and answered Trustee questions.
- b) The Superintendent / CEO provided an update on a Student Matter.

- Trustee Inquiries

2.02 Personnel Matters

- Reports

- a) Staffing Activity Report was presented.
- b) Mr. Denis Labossiere, Secretary-Treasurer, provided information on a Personnel Matter and received direction from the Board.
- c) The Secretary-Treasurer provided information on a Personnel Matter, answered Trustee questions and received direction from the Board.
- d) Trustee Ross spoke on a Personnel Matter. Senior Administration provided background information and answered Trustee questions. The Board provided direction to Senior Administration.

- 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.

- Trustee Inquiries

Ms. Bambridge – Mr. Foley

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 7:34 p.m. with a traditional heritage acknowledgement.

3.00 PRESENTATIONS AND COMMUNICATIONS:

3.01 Presentations For Information

3.02 Communications For Information

- a) Correspondence was received by the Board of Trustees from the Vincent Massey High School Varsity Girls Volleyball Team, noting that High School sports are a very important thing in many

students' lives. Studies should that playing sports is crucial to teenagers' mental health, and senior year is the biggest year in a student athlete's life. The Team is very grateful for everything that both Brandon School Division and school staff have done to provide them with the opportunity to play the sports they are passionate about during the pandemic. The team requests that spectators be allowed at their games, which would benefit both the spectators and the athletes. The Team understands that the Board is under a lot of pressure and that this would be a big challenge, but wants Trustees to know how much it would mean to them.

Mr. Gustafson spoke to this item noting that recent clarification occurred with the distribution of the Manitoba Education 'toolkit' provided to divisions, and based on that information, schools are now able to implement permission for fully vaccinated spectator attendance at sporting events.

A formal response will be provided to the Vincent Massey Varsity Girls Volleyball Team.

Received and filed.

3.03 Communications For Action

4.00 REPORT OF SENIOR ADMINISTRATION

Mr. Mathew Gustafson, Superintendent/CEO, provided highlights on the following items from the October 12, 2021 Report of Senior Administration:

- Celebrations
 - Mr. Gustafson acknowledged the team at Brandon School Division and the work that happened over the Thanksgiving long weekend. There were a number of COVID cases that schools received information on over the long weekend and Mr. Gustafson wanted to thank the staff, including Terri Curtis, Jon Zilkey, Susan Gilleshammer, Principals and Vice-Principals who are on-call every weekend, to be able to get the notifications out as quickly as possible to families and gather information for Public Health to make decision on close contacts. It should be noted they are doing that during time when they are spending time with their families, and it is greatly appreciated. This happens every weekend and they always ensure information is sent out in a timely manner.
 - Truth and Reconciliation Week Video
 - World Teachers' Day – October 5
- Administrative Information
 - Information Items
 - Manitoba Education Correspondence:
 - Proclamation: School Support Staff Recognition Week – September 27 to October 1, 2021
 - Proclamation: Dyslexia Awareness Month
 - Presentations
 - Administrative Procedure 5185 – Mandatory COVID-19 Testing of Staff and Designated Persons

Mr. Jon Zilkey, Assistant Superintendent, provided information on the following Manitoba Education Correspondence:

- Manitoba Arts Education Grant 2021-2022

Ms. Susan Gilleshammer, Assistant Superintendent, provided information on the following Manitoba Education Correspondence:

- Mental Health Strategy Funding Announcement

Trustees asked questions for clarification.

Mr. Gobeil – Mr. Ekenna

That the October 12, 2021 Report of Senior Administration be received and filed.

Carried.

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

a) Personnel and Policy Committee Meeting

The written report of the Personnel and Policy Committee meeting held on September 27, 2021 was circulated.

Ms. Bambridge – Mr. Murray

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 – September 29, 2021

5.04 Public Inquiries (max. 15 minutes)

5.05 Motions

Late Motions:

55/2021 Mr. Gobeil – Mr. Murray

Whereas Mathew Gustafson was appointed acting Superintendent/CEO, be it resolved that the Board of Trustees appoints Mathew Gustafson as Superintendent/CEO effective October 12, 2021.

Carried.

56/2021 Mr. Ekenna – Ms. Letain

Whereas Jon Zilkey and Susan Gilleshammer were appointed Assistant Superintendents for 1 year terms, be it resolved that the Board of Trustees appoints Jon Zilkey and Susan Gilleshammer as Assistant Superintendents.

Carried.

57/2021 Mr. Foley – Ms. Fallis

That Confidential #4 and the recommendations therein be approved.

Carried.

5.06 Bylaws

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 25, 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, 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>

Ms. Letain – Ms. Bambridge

That the Board do now resolve into Committee of the Whole In-Camera. (8:15 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA (8:16 p.m.)

Mr. Murray – Ms. Fallis

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

Carried.

7.00 ADJOURNMENT

Mr. Ekenna – Mr. Foley

That the Board do now adjourn (9:34 p.m.)

Carried.

Chairperson

Secretary-Treasurer



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

October 25, 2021

A. Administrative Information

I. CELEBRATIONS

WESTMAN REMOTE LEARNING CONSORTIA

The Westman Remote Learning Consortia was a collaboration of seven school divisions in the Westman region who collaborated to provide remote learning for Kindergarten to Grade 8 students who were immune-compromised or had family members who were immune-compromised, and were medically advised not to attend in-class learning during the 2020-2021 school year.

The participating school divisions provided staff members and financial resources to implement the program. The video outlines some of the challenges and growing pains that were overcome to provide an education for these students and families.

CWB WELDING FOUNDATION “FORGED BY YOUTH” AWARD

Crocus Plains Regional Secondary School has been awarded \$5000 for placing third in the CWB Welding Foundation ‘Forged by Youth’ Award. This inaugural award celebrates creativity and effort involved in secondary school welding projects across Canada.

The Crocus Plains project was submitted by Jamie Irwin, Teacher, on behalf of approximately twelve students. The project is a set of wings that stands just over six feet tall with 146 feathers welded to the frame. It was constructed to be used as a photo prop where people can stand in front of it to look as though they have wings. It has been used many times to date in open house events and student council events.

Approximately 330 students sign up for Welding Technology classes at Crocus Plains every year.

“Accepting the Challenge”

II. STATISTICAL INFORMATION

SEPTEMBER ENROLMENT REPORTING

Brandon School Division has experienced steady enrolment growth over the last 10 years. The pandemic had a significant impact on enrolment for the 2020/2021 school year. Since then, there has been a rebound in overall enrolment to pre-pandemic levels. Enrolment increase pressures are anticipated to be experienced in the majority of our K-8 and 9-12 schools.

Please see below some specific analysis regarding the current state of enrolment in Brandon School Division:

- Overall, K-8 enrolment has steadily increased since 2006/2007, with the exception of the 2020/2021 and 2021/2022 school years (which correlate with the COVID-19 pandemic).
- Enrolment decreases in Grades 1 and 2 correlate with the COVID-19 pandemic.
- There has been a return in enrolment numbers for Kindergarten but Grade 2 remains lower than anticipated.
- Current Grade 6 enrolments appear to be an anomaly in comparison to other years.
- School enrolment fluctuations in George Fitton, King George, and Riverheights Schools are largely due to the establishment of Maryland Park School.
- Kirkcaldy Heights and Valleyview Centennial Schools have seen slight enrolment increases, while Alexander School has seen a slight decrease. Riverview School experienced a significant decrease in enrolment in the 2020/2021 school year but has maintained a steady enrolment since then. All other K-8 schools have shown minimal fluctuations.
- High School enrolments have had slight increases in three of the last four years.
- School enrolment fluctuations at École secondaire Neelin High School are largely due to the establishment of Prairie Hope High School.
- High School enrolment has the potential to increase over the next four years due to the enrolment numbers in Grades 5, 7, and 8. It should be noted that the High School enrolment numbers are additionally influenced by non-resident, program not offered, and school of choice enrolments, which cannot be confidently projected at this time.

Please see attached enrolment statistics (Appendix A).

III. COMMUNITY CONNECTIONS

The following community connections were made by Senior Administration from October 9, 2021 to October 20, 2021.

- October 14, 2021 – meeting with Jamie Rose, President, CUPE Local 737 – Mathew Gustafson and Susan Gilleshammer
- October 20, 2021 - Prairie Mountain Health COVID Update meeting – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer

IV. SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>INAPPROPRIATE BEHAVIOUR</u>	<u>ASSAULTIVE BEHAVIOUR</u>	<u>DRUGS AND ALCOHOL</u>
Elementary	0 total	-	-	-
High School	11 total	6	5	1
		*2 vaping	*0 weapons	

* Infractions may fall under more than one category.

V. INFORMATION ITEMS

1. MANITOBA EDUCATION CORRESPONDENCE

MANITOBA'S EXCELLENCE IN EDUCATION AWARDS

For InformationM. Gustafson

Correspondence has been received from Honourable Cliff Cullen, Minister of Education, regarding Manitoba's Excellence in Education Awards. These awards celebrate outstanding teachers and school administrators who go above and beyond to benefit students. The awards highlight the remarkable contribution of educators whose outstanding educational practices have a deep and lasting impact on both student learning and engagement.

School trustees, superintendents, principals, colleagues, students, and parents are encouraged to make nominations. The award categories include: Teaching Excellence, Outstanding New Teacher, Outstanding Team Collaboration, Outstanding School Leader, and the Premier's Award for Excellence in Education. Each award recipient will be presented with a certificate and a monetary gift of \$500.

MANITOBA SCHOOL LIBRARY DAY

For InformationM. Gustafson

Correspondence has been received from Honourable Cliff Cullen, Minister of Education, proclaiming October 25, 2021 as Manitoba School Library Day. The theme of the day is “Reconciliation and the Library Learning Commons: Every Child Matters”.

School libraries play an important role in reconciliation as a place of collaboration and connectivity within schools. They provide culturally appropriate learning resources for students as well as professional development materials for teachers. School libraries are active learning centres that provide access to a wide range of traditional and electronic resources to support student learning and curriculum implementation.

In celebration of Manitoba School Library Day, schools are encouraged to participate in the “Drop Everything and Read” challenge sponsored by the Manitoba School Library Association.

KINDERGARTEN TO GRADE 12 FRAMEWORK FOR CONTINUOUS IMPROVEMENT REPORTS, FALL 2021

For InformationM. Gustafson

Correspondence has been received from Rhonda Shaw, Director, Continuous Improvement Branch, advising that Manitoba Education has suspended the requirement for school divisions to submit Kindergarten to Grade 12 Framework for Continuous Improvement annual reports for the 2020/2021 school year by October 31, 2021. This will allow school divisions to continue to prioritize a safe return to in-person learning and responding to the COVID-19 pandemic.

Manitoba Education will use this pause in the K-12 Framework for Continuous Improvement cycle to engage with senior school division leaders to reassess the reporting cycle and review planning and reporting requirements.

TAKE OUR KIDS TO WORK

For InformationJ. Zilkey

Correspondence has been received from Glenys MacLeod, Executive Director, Learning and Outcomes Branch, regarding Take Our Kids To Work, an annual national career exploration event. This virtual event for Grade 9 students will take place on November 3, 2021. It provides an opportunity for students to experience “a day in the life” of various diverse professionals and to explore possible future career options and opportunities.

2. HIGH SCHOOL INDIGENOUS LANGUAGE COURSE REVIEW 2020/2021

For InformationJ. Zilkey

For the 2020/2021 school year, Anishinaabemowin/Ojibwe and Cree were offered on a semester basis with 65 minutes of instruction per day inside the standard timetable. Dakota and Michif were not offered as there was no instructor available.

Demographic Measures	
Language Course Selection	
Cree	70.2%
Anishinaabemowin/Ojibwe	29.8%
Credit Completion	
Students Enrolled in the 2 courses	47
Credits Received	30
5 Year Enrolment Measure	
2016/2017 School Year	153
2017/2018	53
2018/2019	53
2019/2020	57
2020/2021	47

B. Business Arising for Board Action

I. INFORMATION FOR DISCUSSION AND CORRESPONDENCE

STAFFING ACTIVITY REPORT

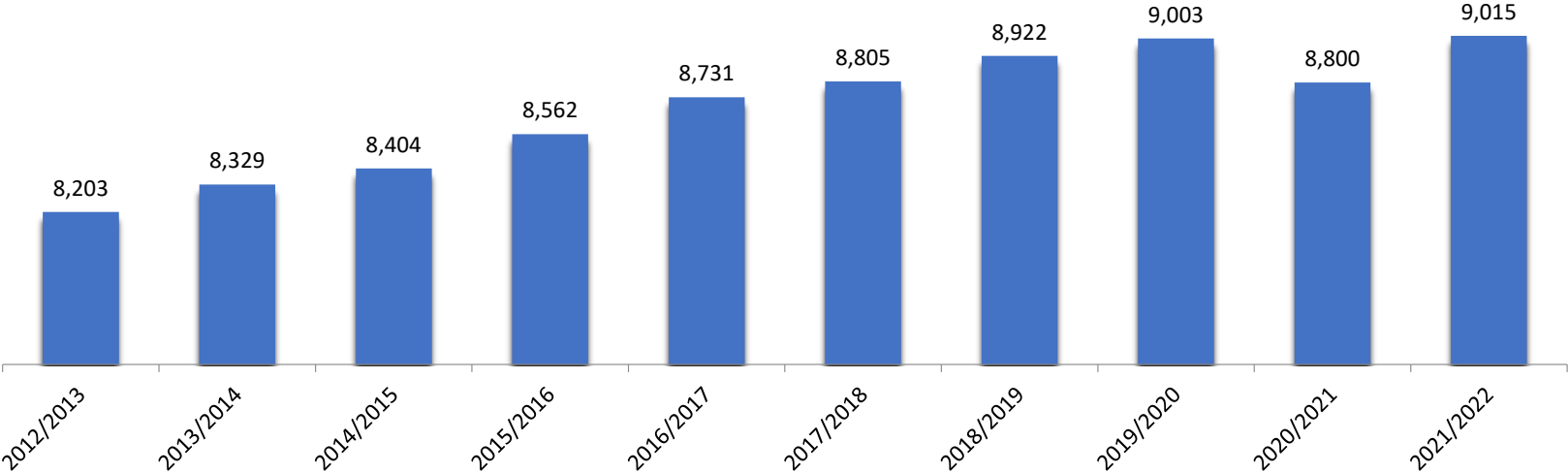
For InformationJ. Zilkey

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.

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

Mathew Gustafson
Superintendent/Chief Executive Officer

BSD Enrollment History at September 30th



**BRANDON SCHOOL DIVISION
SEPTEMBER 30th ENROLLMENT STATISTICS
1997/1998 - 2021/2022**

SCHOOL YEAR	<u>Spec. Ages 4- 13</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>K-8 Total</u>	<u>Spec. 14 & Older</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>Gr.9-12 Total</u>	<u>Total Enrollment</u>	<u>Change</u>	<u>% Change</u>	<u>K = 1/2</u>	<u>FTE Enrollment</u>	<u>FTE Change</u>	<u>FTE % Change</u>
1997/1998	101	562	593	552	586	588	550	614	622	591	5359	45	621	628	602	661	2557	7916			281	7,635.0		
1998/1999	115	528	523	586	562	574	573	556	614	600	5231	47	639	593	608	660	2547	7778	(138)	-1.7%	264	7,514.0	(121.0)	-1.6%
1999/2000	117	598	509	521	580	566	571	563	568	599	5192	62	668	628	563	640	2561	7753	(25)	-0.3%	299	7,454.0	(60.0)	-0.8%
2000/2001	136	557	565	491	516	582	562	581	565	576	5131	55	663	681	608	596	2603	7734	(19)	-0.2%	278.5	7,455.5	1.5	0.0%
2001/2002	125	533	550	555	478	531	566	556	586	561	5041	82	646	652	608	638	2626	7667	(67)	-0.9%	266.5	7,400.5	(55.0)	-0.7%
2002/2003	106	472	547	550	542	488	517	573	533	576	4904	83	629	632	620	660	2624	7528	(139)	-1.8%	236	7,292.0	(108.5)	-1.5%
2003/2004	112	510	472	541	526	534	482	506	556	546	4785	110	591	593	604	681	2579	7364	(164)	-2.2%	255	7,109.0	(183.0)	-2.5%
2004/2005	117	527	519	457	530	507	550	480	515	555	4757	119	578	597	560	717	2571	7328	(36)	-0.5%	263.5	7,064.5	(44.5)	-0.6%
2005/2006	109	514	499	520	436	524	523	536	480	515	4656	125	572	602	578	645	2522	7178	(150)	-2.0%	257	6,921.0	(143.5)	-2.0%
2006/2007	82	457	497	473	497	448	512	494	518	462	4440	137	545	578	592	680	2532	6972	(206)	-2.9%	228.5	6,743.5	(177.5)	-2.6%
2007/2008	64	541	459	490	474	500	460	519	492	536	4535	127	516	597	578	683	2501	7036	64	0.9%	270.5	6,765.5	22.0	0.3%
2008/2009	62	540	536	475	501	486	512	462	532	482	4588	134	592	557	597	750	2630	7218	182	2.6%	270	6,948.0	182.5	2.7%
2009/2010	66	555	563	535	488	513	501	510	481	532	4744	99	506	638	574	772	2589	7333	115	1.6%	277.5	7,055.5	107.5	1.5%
2010/2011	48	566	600	572	556	517	537	510	541	516	4963	117	572	552	647	825	2713	7676	343	4.7%	283	7,393.0	337.5	4.8%
2011/2012	47	630	588	610	580	584	525	534	545	550	5193	89	569	607	575	899	2739	7932	256	3.3%	315	7,617.0	224.0	3.0%
2012/2013	27	668	634	614	621	588	602	544	553	565	5416	71	604	588	635	889	2787	8203	271	3.4%	334	7,869.0	252.0	3.3%
2013/2014	19	629	680	639	608	631	590	598	556	559	5509	59	584	623	593	961	2820	8329	126	1.5%	314.5	8,014.5	145.5	1.8%
2014/2015	10	698	629	683	640	600	616	592	596	549	5613	44	593	608	649	897	2791	8404	75	0.9%	349	8,055.0	40.5	0.5%
2015/2016	16	624	718	639	683	644	624	626	600	599	5773	33	612	629	632	883	2789	8562	158	1.9%	312	8,250.0	195.0	2.4%
2016/2017	13	715	635	705	652	674	636	623	618	619	5890	42	652	625	648	874	2841	8731	169	2.0%	357.5	8,373.5	123.5	1.5%
2017/2018	13	745	716	630	691	642	653	623	632	617	5962	35	657	652	650	849	2843	8805	74	0.8%	372.5	8,432.5	59.0	0.7%
2018/2019	12	715	724	696	639	680	646	668	619	626	6025	35	654	667	664	877	2897	8922	117	1.3%	357.5	8,564.5	132.0	1.6%
2019/2020	9	687	732	723	704	636	677	645	664	633	6110	39	658	646	687	863	2893	9003	81	0.9%	343.5	8,659.5	95.0	1.1%
2020/2021	8	597	647	691	694	681	621	657	636	660	5892	35	664	664	660	885	2908	8800	(203)	-2.3%	298.5	8,501.5	(158.0)	-1.8%
2021/2022	5	714	655	651	717	703	679	613	674	637	6048	41	712	672	668	874	2967	9015	215	2.4%	357	8,658.0	156.5	1.8%
2021/2022 Projection	8	699	627	674	728	718	712	644	685	654	6149	35	705	664	673	871	2948	9097	82	0.9%	349.5	8,747.5	89.5	1.0%

Enrollment Change by School (# of Students)

School - Elementary & Colony	Actual					Budget 2021-2022	2021 Change from Prior Year		2021 Difference to Budget		Change over 5 Years	
	Sept. 30, 2017	Sept. 30, 2018	Sept. 30, 2019	Sept. 30, 2020	Sept. 30, 2021		+/-	+/- %	+/-	+/- %	+/-	+/- %
Alexander School	132	120	123	117	114	121	(3)	-2.6%	(7)	-5.8%	(18)	-13.6%
Betty Gibson School	305	299	313	294	319	323	25	8.5%	(4)	-1.2%	14	4.6%
Earl Oxford School	352	336	363	348	373	373	25	7.2%	-	0.0%	21	6.0%
George Fitton School	486	471	460	477	308	364	(169)	-35.4%	(56)	-15.4%	(178)	-36.6%
Green Acres School	222	234	224	222	225	242	3	1.4%	(17)	-7.0%	3	1.4%
École Harrison	359	355	361	349	341	347	(8)	-2.3%	(6)	-1.7%	(18)	-5.0%
J.R. Reid School	274	282	281	256	260	261	4	1.6%	(1)	-0.4%	(14)	-5.1%
King George School	328	348	351	343	241	258	(102)	-29.7%	(17)	-6.6%	(87)	-26.5%
Kirkcaldy Heights School	375	390	396	408	414	427	6	1.5%	(13)	-3.0%	39	10.4%
Linden Lanes School	410	413	432	424	425	430	1	0.2%	(5)	-1.2%	15	3.7%
Maryland Park School				-	537	444	537	537.0%	93	20.9%	537	537.0%
Meadows School	463	465	490	477	469	498	(8)	-1.7%	(29)	-5.8%	6	1.3%
École New Era School	473	485	460	429	453	445	24	5.6%	8	1.8%	(20)	-4.2%
École O'Kelly School	208	202	196	197	208	204	11	5.6%	4	2.0%	-	0.0%
Riverheights School	519	532	593	567	379	414	(188)	-33.2%	(35)	-8.5%	(140)	-27.0%
Riverview School	216	218	180	143	146	146	3	2.1%	-	0.0%	(70)	-32.4%
Spring Valley Colony School (K-12)	36	38	36	37	35	37	(2)	-5.4%	(2)	-5.4%	(1)	-2.8%
St. Augustine School	193	194	195	190	188	191	(2)	-1.1%	(3)	-1.6%	(5)	-2.6%
Valleyview Centennial School	206	217	215	205	225	215	20	9.8%	10	4.7%	19	9.2%
Waverly Park School	414	437	454	421	400	421	(21)	-5.0%	(21)	-5.0%	(14)	-3.4%
Total Elementary	5,971	6,036	6,123	5,904	6,060	6,161	156	2.6%	(101)	-1.6%	89	1.5%
School - High School												
Crocus Plains Regional Secondary School	1,134	1,153	1,099	1,112	1,178	1,149	66	5.9%	29	2.5%	44	3.9%
École secondaire Neelin High School	751	555	540	537	548	535	11	2.0%	13	2.4%	(203)	-27.0%
Prairie Hope High School		212	241	215	200	193	(15)	-7.0%	7	3.6%	200	200.0%
Vincent Massey High School	949	966	1,000	1,032	1,029	1,059	(3)	-0.3%	(30)	-2.8%	80	8.4%
Total High School	2,834	2,886	2,880	2,896	2,955	2,936	59	2.0%	19	0.6%	121	4.3%
Total Division	8,805	8,922	9,003	8,800	9,015	9,097	215	2.4%	(82)	-0.9%	210	2.4%
Change from Prior Year #	74	117	81	(203)	215							
Change from Prior Year %	0.8%	1.3%	0.9%	-2.3%	2.4%							



BRANDON SCHOOL DIVISION

Education and Community Relations Committee Minutes

Tuesday, October 12, 2021 – 6:00 p.m.
Boardroom, Administration Office

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

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

1. **COMMITTEE ITEMS**

A. Manitoba Education – Poverty and Education Task Force

Correspondence was received from Dana Rudy, Deputy Minister of Education, advising that Jackie Connell will take on the role of Intersectoral Lead with the Transformation Leadership Team.

The Task Force on Poverty and Education, in connection with the Poverty Reductions Strategy, will examine the linkages between poverty and education, and will support the implementation of strategies to improve social inclusion and outcomes for all students, particularly those who are living with low income.

B. Responding to Pandemic-Related Concerns: De-escalation Strategies Workshop

Ms. Susan Gilleshammer, Assistant Superintendent, spoke on this item, noting that it was recognized that Principals, Vice Principals, and their teams are facing some challenging interactions with members of their school communities. A team versed in Non-Violent Crisis Intervention and Trauma-Informed Practice was pulled together to create a de-escalation workshop with a pandemic spin: *Responding to Pandemic Related Concerns*.

The target audience for this training was Principals, Vice-Principals, Head Teachers, Resource Teachers, Counsellors, Administrative Assistants, Home School Liaisons, Building Student Success with Indigenous Parents staff, Indigenous Academic Achievement staff, and other staff members at the Principal's discretion.

C. Professional Development Sessions for Support Staff – October 1, 2021

Ms. Gilleshammer spoke to this item, advising that on the October 1, 2021 Division-wide Professional Development Day, there were school-based sessions as well as a variety of Divisional opportunities for support staff. Of note, there was a high demand for the De-escalation Strategies Workshop, such that the capacity for this session was increased and a larger venue was used.

D. Research Request

Mr. Mathew Gustafson, Superintendent/CEO, spoke to this item, advising that a research request was received on August 11, 2021 from Marc Valade, Stanley Knowles Visiting Professor in Public Policy, CARES Research centre, Faculty of Education, Brandon University. The Research Project is entitled *The Influence of Adaptation Brokers on the Integration and Resilience of Immigrant Families*.

The Primary focus of the research is as follows: in a context of pandemic, what is the influence of local institutions on the integration of recent immigrants in a non-metropolitan community, and the effect of this process on the immigrant family.

The Research is focused on recent immigrants (age 14 and above) and professionals and community members who support newcomer adaptation in their institutional environments. Participation is voluntary and consent is required from parents/guardians of students (younger than 18), and from any adults (students over the age of 18, parents, guardians and staff) who wish to participate.

The research would benefit Brandon School Division by increasing understanding of culture and values of vulnerable families; engagement in positive interactions with families of other cultures; and increased knowledge of and empathy for the barriers that vulnerable families face.

Mr. Gustafson and the Brandon School Division Research Advisory Committee recommend approval of this request, with the approval limited to Prairie Hope High School and staff from the Brandon School Division Welcome Centre, in order to minimize any additional workload for staff during the pandemic. All potential student participants from Prairie Hope High School are adult students.

The Committee agreed to the recommendation as presented.

Recommendation:

That the Board approve the research request from Marc Valade, Stanley Knowles Visiting Professor in Public Policy, CARES Research Centre, Faculty of Education, Brandon University, for the research project entitled "The Influence of Adaptation Brokers on the Integration and Resilience of Immigrant Families".

2. OPERATIONS INFORMATION

Respectfully submitted,

C. Ekenna



BRANDON SCHOOL DIVISION

Finance and Facilities Committee Minutes

Tuesday, October 12, 2021 – 6:00 p.m.
Boardroom, Administration Office

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

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

1. COMMITTEE ITEMS

A. Review Preliminary 2020-2021 Results

Mr. Denis Labossiere, Secretary-Treasurer, reviewed the preliminary 2020-2021 results and indicated that the auditors performed their field audit in September and are currently completing their audit and will present to the Board on October 25th. He also reviewed the 2020-2021 Operating Fund – Schedule of Revenue, Expenses and Accumulated Surplus.

Mr. Labossiere reviewed the Variance Summary Report and highlighted variances to budget. After transfers to Capital, the Net Current Year Deficit is \$3,151,427. Of this amount, approximately \$851,000 is for designated capital projects, and approximately \$2.1 million for COVID related expenses that were to be expended from accumulated surplus prior to accessing Provincial Funding for COVID-19.

The Accumulated Surplus at June 30, 2021 is \$609,331, of which \$464,300 is designated and \$145,031 is undesignated net of non-vested sick leave. Based on Provincial calculations the surplus amounts to 1.07% of 2020-2021 Operating Fund Expenses.

Mr. Labossiere also advised that the Division's Administration cost for 2020-2021 was 2.55% of expenses, and under the Provincial limit of 2.94%.

Trustees asked questions for clarification and accepted the reports as presented.

B. Establish Stakeholder Questions, Format and Meeting Dates

The Committee reviewed, discussed and made revisions to the Stakeholder Feedback questions for 2022-2023. Due to COVID-19 and an abundance of caution, Trustees agreed that no in-person Stakeholder meetings would take place for the 2022-2023 Budget. Instead, the stakeholder groups will be sent an invitation to meet with the Board virtually via Microsoft Teams, along with the 2022-2023 Stakeholder Budget Feedback Form.

Stakeholder meeting dates were discussed, and will be scheduled as follows:

- Brandon Chamber – Tuesday, October 26 – 3:00 p.m.

- Parent Council Representatives – Tuesday, November 2 – 7:00 p.m.
- Employee Groups – Tuesday, November 9, 2021 – 4:30 p.m.

C. Individual Trustee Requests

The Committee reviewed the Trustee Budget Request form. Discussion took place regarding a change of deadline date, which would ensure the Board has heard from all Stakeholder groups prior to submitting their budget requests.

It was agreed that a motion would be put forth at the October 25th Board meeting, to change the deadline date for Trustee Budget Requests from October 31st to November 15th. The only exception to this date would be during an election year, when the deadline would be December 15th.

Recommendations:

- 1) Whereas the current deadline for Trustee budget requests does not align with the Stakeholder consultation process, be it resolved that Motion 48/2017 be reversed.
- 2) Be it resolved that the budget process requires all Trustee requests for budget adjustments to be made to the Office of the Secretary-Treasurer by November 15th; during an election year the deadline would be December 15th. Once budget requests are reviewed and endorsed by an appropriate Committee of the Board, they will be submitted for Board budget deliberations.

Board Policy 5 – Annual Planning Cycle

The Committee reviewed Board Policy 5 - Annual Planning Cycle and provided direction to Senior Administration regarding revisions. The revised policy will be reviewed by the Committee on October 25th.

D. Confirm Payments of Account (September)

The payments of account for the month of September were provided for information.

The reports were accepted as circulated.

Respectfully submitted,

K. Fallis



APPENDIX 'A'

e-bulletin

October 13, 2021

MANITOBA

School Boards
ASSOCIATION

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BUDGET MEETING TIME AGAIN

With budget discussions starting soon, your board is likely considering ways to get the most out of public engagement and participation. Over the last year, there was more interest than ever in the role of school boards and community input into schools. Your budget discussions can keep that momentum going through the group and individual contacts garnered over the past year. Use the same social media accounts and platforms to start the next conversation; the conversation about budget. **Tip:** people are more likely to respond to a personal invitation than a notice board or flyer brought home by a student.



Keep your eye out for the next e-bulletin and more ideas on engaging with and increasing the input from your public in these critical discussions.

VETERANS' WEEK SPEAKERS PROGRAM

Looking for ideas on how to make this Veterans' Week (November 5-11) memorable? Trying to find an incredible way to bring history to life and hear stories of our veterans?

The National Veterans' Week Speakers Program (NVWSP) has developed a series of Canadian Armed Forces (CAF) speaker videos geared toward various audiences and age levels which students could view in place of an in-person presentation.

There are also options to invite a CAF speaker for a live virtual presentation with your classroom or group or participate in an online virtual question and answer session during NVWSP's "Ask a CAF speaker" series.

If you want to receive the links to the CAF speaker videos or register for a live virtual presentation or the "Ask a CAF speaker" question and answer sessions, visit the 2021 National Veterans' Week Speakers Program [webpage](#). The deadline to register is October 28.



PCAP 2019 RESULTS

A [new report](#) released by the Council of Ministers of Education, Canada (CMEC), presents a detailed portrait of the skills of Canadian youth in three core areas of learning: mathematics, reading, and science. The latest iteration of Pan-Canadian Assessment Program (PCAP) was administered in 2019. Approximately 30,000 Grade 8 students, from close to 1,600 schools across all 10 provinces, were tested in the spring of that year, with mathematics as the primary focus of assessment. Reading and science were also assessed.



The results were very encouraging. At the Pan-Canadian level, 90 percent of Canadian students in Grade 8 demonstrate the proficiency in mathematics that is expected of them (Level 2 or above), and almost 10 percent reach the highest level of performance (Level 4). Furthermore, at the provincial level, over 80 percent of students in every province (and 90 percent or more in four of them) meet the expected standard.

CYBER SECURITY EDUCATION OPPORTUNITY FOR YOUNG WOMEN IN MB HIGH SCHOOLS

On October 8, 2021, the Province of Manitoba recognized International Day of the Girl by [announcing](#) an investment of \$25,000 in a micro-credential [cyber security course](#) at the Manitoba Institute of Trades and Technology (MITT) that will be offered to high school girls in Manitoba. This opportunity will assist in helping young women to gain important skills and explore future career options in the rapidly growing industry of cyber security. CyberWave at MITT is committed to improving representation of women in the booming industry of cyber security and removing barriers to entry for girls as a vital first step toward capturing their interest and engaging them in a dynamic, high-paying career opportunity.

CANADIAN MUSIC CLASS CHALLENGE 2021: VIDEO SUBMISSIONS OPEN NOW!

Every fall, CBC Music in association with MusiCounts — the charity of the Juno Awards — launches the [Canadian Music Class Challenge](#), a contest to engage music classes across the country with Canadian music.

The Challenge engages students by having them learn Canadian music in the classroom, it draws attention to the exceptional work music teachers are doing with children across the country, and it reinforces the importance of music in a well-rounded education.

This year's Challenge continues to adapt to the COVID-19 pandemic by asking for a video performance, following recommended provincial safety guidelines. The [prizes](#) include thousands of dollars in gift certificates for instruments or any other audio products. Deadline for submissions is November 23.



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