



BRANDON SCHOOL DIVISION

November 25, 2022

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

TO BE HELD MONDAY, NOVEMBER 28, 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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

1.02 Adoption of Minutes of Previous Meetings

- a) Board Meeting, November 14, 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

3.03 Communications for Action

4.00 REPORT OF SENIOR ADMINISTRATION

- From Report of Senior Administration

- a) Review Report of Senior Administration – November 28, 2022.

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
Personnel and Policy	B. Sieklicki

5.02 Delegations and Petitions (Max. 15 minutes)

5.03 Business Arising

- From Previous Delegation
- From Board Agenda
- MSBA Issues

- a) e-bulletin – November 16, 2022 (Appendix 'A')

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions

- 71/2022 That the Board approve the research request from Dr. Ellen Watson, Faculty of Education, Brandon University; and Christopher Sarkonak, Teacher, Brandon School Division, for the research project entitled "*Student Perceptions of Ungrading in Physics and Mathematics Classes*".

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, December 12, 2022, Boardroom.

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, NOVEMBER 14, 2022.

TRUSTEES PRESENT: L. Ross, Chairperson
J. Murray, Vice-Chairperson
C. Cramer
K. Fallis
B. Foley
J. Gobeil
D. Ross
B. Sieklicki

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

REGRETS: C. Ekenna
J. Zilkey, Assistant Superintendent

The Chairperson called the In-Camera portion of the meeting to order at 6:03 p.m.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

Senior Administration added one (1) item for In-Camera.

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

1.02 Adoption of Minutes of Previous Meetings

a) The Minutes of the Board Meeting held October 24, 2022 were circulated.

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

- b) The Minutes of the Inaugural Board Meeting held November 7, 2022 were circulated.

Mr. Gobeil – Mr. Ross

That the Minutes be approved as circulated.

Carried.

Mr. Foley – Ms. Fallis

That the Board do now resolve into Committee of the Whole In-Camera. (6:05 p.m.)

Carried.

2.00 IN CAMERA DISCUSSION (COMMITTEE OF THE WHOLE):

2.01 Student Issues

- Reports

- Trustee Inquiries

2.02 Personnel Matters

- Reports

- a) Staffing Activity Report was presented.

- Trustee Inquiries

2.03 Property Matters/Tenders

- Reports

- a) Mr. Mathew Gustafson, Superintendent/CEO, and Mr. Denis Labossiere, Secretary-Treasurer, provided information on a Property Matter, answered Trustee questions and received direction from the Board.

- Trustee Inquiries

2.04 Board Operations

- Reports

- Trustee Inquiries

Ms. Fallis – Mr. Ekenna

That the Committee of the Whole In-Camera do now resolve into Board. (7:31 p.m.)

Carried.

The Chairperson called the Public portion of the meeting to order at 7:37 p.m. with a traditional heritage acknowledgement.

3.00 PRESENTATIONS AND COMMUNICATIONS:

3.01 Presentations For Information

3.02 Communications For Information

- a) Ms. Alison Johnston, LIFT Committee Chairperson, Brandon Teachers' Association, November 9, 2022, sent to Trustee Linda Ross, Board Chairperson, providing information on the annual Learning Information For Teachers (LIFT) day held on Friday, October 21, 2022. Ms. Johnston notes that the LIFT conference is organized by teachers for teachers, and is the only day on the school calendar that is set aside for teachers to choose professional development specifically in their area of interest. LIFT Conference 2022 offered the option of 33 in-person sessions and 9

virtual sessions for a total of 42 unique professional development opportunities. While most of the sessions were held at Crocus Plains Regional Secondary School, a number of other schools in the Division also hosted sessions.

The Brandon Teachers' Association LIFT Committee acknowledged the support of the Brandon School Division Superintendent/CEO Mathew Gustafson, who attended the Crocus Plains Regional Secondary School site. His presence at the conference and additional assistance was greatly appreciated. It is through this very supportive partnership that the Committee is able to continue to hold this quality professional development for educators, not only in the Brandon School Division, but throughout Western Manitoba.

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 November 14, 2022 Report of Senior Administration:

A) Administrative Information

- Celebrations:
 - Indoor Gardens – Five Brandon School Division Teachers awarded indoor gardens from Little Green Thumbs and Agriculture in the Classroom (Manitoba)
 - No Stone Left Alone – Brandon Cemetery – November 4, 2022
 - National Indigenous Veterans Day – November 8th
 - Remembrance Day – School recognition activities and assemblies during the week leading up to November 11th.
- Information Items:
 - Correspondence from Manitoba Education and Early Childhood Learning
 - Bullying Awareness and Prevention Week – November 13 – 19, 2022
 - Financial Literacy Month
 - Request for Education Stakeholder Engagement in Consultations on the French Immersion Program in Manitoba
 - Meeting Invitation to Learning Forum – Lessons Learned
 - Manitoba Teachers' Society Committee Collaborative Learning Team Grants 2022-2023
 - Shilo Military Family Resource Centre Career Fair
- Presentations:
 - Brandon School Division 2021-2022 Graduation Statistics – M. Gustafson
 - Graduation Rate Comparison – M. Gustafson

B) Business Arising for Board Action

- Information for Discussion and Correspondence
 - Appoint Board Committees
 - Appoint Signing Officers

Trustees asked questions for clarification.

Mr. Murray – Mr. Gobeil

That the November 14, 2022 Report of Senior Administration be received and filed.

Carried.

5.00 GOVERNANCE MATTERS**5.01 Reports of Committees**

- a) Finance and Facilities Committee Meeting
The written report of the Finance and Facilities Committee meeting held on October 24, 2022 was circulated.

Ms. Fallis – Ms. Sieklicki
That the Report be received and filed.
Carried.

- b) Personnel and Policy Committee Meeting
The written report of the Personnel and Policy Committee meeting held on October 24, 2022 was circulated.

Mr. Murray – Mr. Foley
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, November 2, 2022

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

- 64/2022 Mr. Gobeil – Mr. Ross
That the Committees of the Board, effective November 14, 2022, be and are hereby approved as follows:

Education and Community Relations: Committee of the Whole

Finance and Facilities: Committee of the Whole

Personnel and Policy: Committee of the Whole

Carried.

- 65/2022 Ms. Cramer – Mr. Gobeil
That the Sub-Committees of the Board, effective November 14, 2022, be and are hereby approved as follows:

Brandon Community Drug and Alcohol Education Coalition:
C. Ekenna
Alternate: D. Ross

Brandon Urban Aboriginal People's Council:
J. Gobeil
Alternate: C. Cramer

Friends of Education Fund:
B. Foley
Alternate: D. Ross

Parent/Guardian/Division:
Committee of the Whole

Support Personnel Labour Management:
J. Murray
Alternate: B. Foley

Teacher Liaison:
C. Ekenna, J. Murray, B. Sieklicki
Alternate: C. Cramer

Workplace Safety and Health:
C. Cramer
Alternate: K. Fallis
Carried.

- 66/2022 Mr. Foley – Ms. Sieklicki
That the Ad-Hoc Committee of the Board, effective November 14, 2022, be and is hereby approved as follows:

MSBA Resolutions:
J. Murray, D. Ross
Carried.

- 67/2022 Mr. Ross – Mr. Gobeil
That the annual Resolution Appointing Signing Officers be approved.
Carried.

- 68//2022 Ms. Sieklicki – Ms. Fallis
That Trustees be paid the appropriate indemnity for attending the MSBA Trustee Professional Development and General and Regional Meetings to be held in Winnipeg on December 1 and 2, 2022.
Carried.

- 69/2022 Ms. Fallis – Ms. Sieklicki
That the Promissory Note LTPS0566 for the purpose of borrowing the sum of One Hundred and One Thousand One Hundred Dollars (\$101,100) to meet partial costs of the following:

School
Waverly Park School

Project
Heat Exchanger Replacement

be approved.
Carried.

Late Motion:

70/2022 Mr. Foley – Ms. Sieklicki

That the Division add 3.75 FTE teachers and 8 FTE Educational Assistants to address enrolment growth through the 2022-2023 Operating Budget.

Carried.

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

Trustee Sieklicki

I would like the Board of Trustees to commit to visiting three (3) schools each throughout the year. This will allow better understanding on a grassroots level prior to making decisions at the Board table. This will allow the Board to see and to share with the Brandon School Division what is working well and where improvements can be made, giving our students a higher success rate in the classroom.

Trustee Murray noted that the Board is a governance Board, and no longer a management Board. He suggested that tours for the Trustees be set up with schools.

Discussion took place with Trustees providing feedback on this inquiry.

The Superintendent/CEO advised that school tours could be scheduled, and that it would be helpful for Senior Administration to have a clear picture of the purpose of the visit.

Trustee Murray noted that first the regularity of the tours would need to be decided, then the length of the visit. Mr. Gustafson stated that, if it is the will of the Board, a poll would be sent to Trustees to find a level of commitment in terms of frequency and duration of the tours, then start to identify the goals of the tours, and create a schedule.

The Board referred this matter to Senior Administration for follow-up.

6.00 ANNOUNCEMENTS

- a) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 7:30 p.m. (public), Monday, November 28, 2022, Boardroom.

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. Fallis – Mr. Ross

That the Board do now adjourn (8:48 p.m.)

Carried.

Chairperson

Secretary-Treasurer



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

November 28, 2022

A. Administrative Information

I. CELEBRATIONS

1. **Rock Your Mocs**

The annual Rock Your Mocks celebration took place from November 15 – 18. Rock Your Mocks is an opportunity to be united and celebrate Indigenous individuality by wearing moccasins, while also honouring Indigenous peoples and their ancestors worldwide.

École secondaire Neelin High School and Vincent Massey High School held events throughout the week and challenged each school in the Division to hold their own Rock Your Mocs Week. While Rock Your Mocs is an annual celebration on November 15th, the schools extended events over the course of the week to provide more opportunities for students and staff to participate.

2. **Teachers Institute on Canadian Parliamentary Democracy**

Jessica Canning, Teacher and Student Council Advisor at Crocus Plains Regional Secondary School, has been selected to participate in the 24th edition of the Teachers Institute on Canadian Parliamentary Democracy. This event will take place in Ottawa in February 2023.

The Teachers Institute on Canadian Parliamentary Democracy is a week-long learning opportunity for educators that is focused on democracy, governance, and citizenship. Approximately 85 teachers from across the country will have this once-in-a-lifetime opportunity to experience first-hand the inner workings of Parliament, gain insight into the role of parliamentarians, and exchange best practices with peers.

3. **MAJOR PRODUCTION**

École secondaire Neelin High School is pleased to present *Anastasia: The Musical*. This will take place from December 1 - 3, 2022, at the Western

“Accepting the Challenge”

Manitoba Centennial Auditorium. A portion of ticket sales will be donated to Red Cross Ukraine Humanitarian Crisis Appeal.

II. SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>INAPPROPRIATE BEHAVIOUR</u>	<u>ASSAULTIVE BEHAVIOUR</u>	<u>DRUGS AND ALCOHOL</u>
Elementary	1 total	1	-	-
High School	11 total	8	1	2
		*1 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:

- November 10, 2022 – Government Relations Committee, Brandon Chamber of Commerce – Mathew Gustafson, Denis Labossiere
- November 14, 2022 – Manitoba Education and Early Childhood Learning - meeting re: Orientation of Data Reports: Impacts of COVID-19 on Learning – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer
- November 14, 2022 – Manitoba Education and Early Childhood Learning – meeting re: Survey on Indigenous Teachers – Mathew Gustafson
- November 14, 2022 – Manitoba Education and Early Childhood Learning – Capital Projects update – Mathew Gustafson
- November 14, 2022 – Children’s disABILITY Services/BSD Kindergarten Transition Meeting – Susan Gilleshammer
- November 15, 2022 – Manitoba Education and Early Childhood Learning – Provincial Strategy for the Recruitment and Retention of French Teachers – Mathew Gustafson
- November 15, 2022 – Review of Prairie Mountain Health/BSD Service Purchase Agreements – Denis Labossiere, Susan Gilleshammer
- November 15, 2022 – meeting with IBM K-12 Education – Susan Gilleshammer
- November 16, 2022 – meeting with Tammy Tutkaluk, President, Brandon Teachers’ Association – Mathew Gustafson
- November 16, 2022 – Teachers’ Idea Fund Orientation Session – Denis Labossiere

- November 17, 2022 – Principal Learning Network Co-Lead Meeting with Dr. Steven Katz – Mathew Gustafson
- November 17, 2022 – meeting with Jamie Rose, President, CUPE Local 737 – Mathew Gustafson
- November 17, 2022 – Elders and Knowledge Keepers in Schools Symposium – Jon Zilkey
- November 17, 2022 – Brandon Chamber of Commerce: An Economic Discussion – Denis Labossiere
- November 17, 2022 – meeting with Cheryl Chorneyko, Mental Health Consultant, Manitoba Education and Early Childhood Learning – Susan Gilleshammer
- November 18, 2022 – Manitoba Education and Early Childhood Learning – The Learning Forum: Lessons Learned – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer
- November 18, 2022 – Metro Secretary-Treasurers Meeting – Denis Labossiere
- November 21, 2022 – BSD/Prairie Mountain Health Occupational Therapy meeting – Susan Gilleshammer
- November 22, 2022 – Manitoba Education and Early Childhood Learning – Enhancements to the framework for addressing teacher misconduct – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer
- November 22-23, 2022 – Manitoba Association of School Business Officials (MASBO) Joint Regional Meeting and Professional Development – Denis Labossiere, Eunice Jamora

IV. INFORMATION ITEMS

1. CORRESPONDENCE FROM MANITOBA EDUCATION AND EARLY CHILDHOOD LEARNING

TRENDS IN INTERNATIONAL MATHEMATICS AND SCIENCE STUDY

For InformationM. Gustafson

Correspondence was received from Rhonda Shaw, Acting Executive Director, Learning and Outcomes Branch; and Kassy Assié, Executive Director, Bureau de l'éducation française, regarding the Trends in International Mathematics and Science Study (TIMSS). TIMSS is an educational assessment project sponsored by the International Association for the Evaluation of Educational Achievement. It is designed to measure and interpret achievement differences in over 60 educational systems in order to help improve mathematics and science teaching and learning worldwide. A field test was administered in spring 2022 and the main study will occur in spring 2023.

A random sample of schools for the main study was drawn, including some schools from Brandon School Division. In each school, one or more of the Grade 4 classes have been randomly selected to participate in the assessment. Since the administration of TIMSS in Manitoba has been mandated by Manitoba Education and Early Childhood Learning, all selected schools are required to participate.

The assessment administration window is between April 3 and May 12, 2023 and will require approximately a half-day to administer. The test includes multiple-choice and open-response questions on mathematics and science. The assessment also includes a series of questionnaires, which will be administered to students, their parents/guardians, their teachers, and the principals of their schools. These questionnaires are designed to measure key aspects of students' home and school environments. To ensure confidentiality, no TIMSS results will be reported for individual students, teachers, schools, or school divisions. All publications will refer to aggregated data at the provincial/territorial and pan-Canadian levels.

The following schools have been randomly selected to participate:

King George School, Kirkcaldy Heights School, Linden Lanes School, Meadows School, École New Era School, École O'Kelly School, and Riverheights School.

EDUCATION COUNCIL LAUNCH

For InformationM. Gustafson

As articulated in Manitoba's K to 12 Action Plan, Manitoba Education and Early Childhood Learning is establishing an Education Council to facilitate a system-wide approach to planning.

Manitoba Education and Early Childhood Learning is now accepting applications from parents/caregivers for a role on the Education Council. The Education Council provides strategic advice to the Minister of Education and Early Childhood Learning in the implementation of Manitoba's K to 12 Education Action Plan. Six parents/caregivers of a student (or students) in the publicly-funded K to 12 system will be selected by the Minister to sit on the Council for a 2-year term.

The Council will:

- provide strategic guidance on the implementation of the Manitoba K to 12 Education Action Plan;
- create a forum to raise, discuss, and plan for issues facing children, families, teachers, school staff, and early childhood educators;
- advise how Manitoba can improve student achievement and well-being across the education system; and

- promote inter-sectoral engagement, collaboration, and partnership.

The application deadline is November 30, 2022. More information including the application form is available at

<https://news.gov.mb.ca/news/index.html?item=56863>.

PROVINCE-WIDE ONLINE HIGH SCHOOL

For InformationM. Gustafson

Correspondence was received from Dana Rudy, Deputy Minister, Education and Early Childhood Learning. Building on momentum garnered throughout the COVID-19 pandemic, Manitoba Education and Early Childhood Learning is moving forward with establishing a province-wide online high school, as committed in Manitoba's K to 12 Action Plan.

The provincial online high school aims to:

- be accessible and inclusive for learners across Manitoba;
- be flexible with synchronous and asynchronous learning;
- support learning in English; French Immersion, and Français; and,
- advance the principles from *Mamàhtawisiwin: The Wonder We Are Born With – An Indigenous Education Policy Framework*

To achieve success, students who take online courses will need to be fully connected to their local school. It is important that relationships at the local level are strong, and wrap-around supports are provided to students at their local school. These types of guiding principles that “put students at the centre of learning” are communicated in the provincial [Manitoba Remote Learning Framework](#).

Consultations are planned with key stakeholders on the design, operations, governance, and funding for the new online high school. These consultations will focus on the experiences of other provinces and exploring what models fit best for the Manitoba context. Consultations will occur in November and December and a “What We Heard” report will be shared with stakeholders in January.

2. ADMINISTRATIVE PROCEDURE 5050 – EMPLOYMENT OF PROFESSIONAL STAFF

For InformationJ. Zilkey

Jon Zilkey, Assistant Superintendent – Curriculum and Human Resources, will provide an update on changes to Administrative Procedure 5050 – Employment of Professional Staff (Appendix A).

V. PRESENTATIONS

1. FALL 2021 PROVINCIAL ASSESSMENTS - ENGLISH PROGRAM

For InformationM. Gustafson

Mathew Gustafson, Superintendent/Chief Executive Officer, will provide a report on the Fall 2021 Provincial Assessments (English Program) for Grades 3, 7, and 8.

B. Business Arising for Board Action

I. INFORMATION FOR DISCUSSION AND CORRESPONDENCE

1. 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.

II. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES

1. RESPONSE TO TRUSTEE INQUIRY:

Trustee Ekenna requested 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. Trustee Ekenna has approached the Joy Smith Foundation and they are ready to present to teachers on this issue free of charge for the Division. The Joy Smith Foundation is a national NGO that provides age-appropriate information on this issue to students in Grades 6-12.

For InformationS. Gilleshammer

Please see Appendix B.

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

Mathew Gustafson
Superintendent/Chief Executive Officer



Administrative Procedure 5050

Employment of Professional Staff

Board Governance Policy Cross Reference: [1](#), [11](#), [12](#), [13](#)

Administrative Procedures Cross Reference:

[Assignment of Professional Permanent Staff](#)

[Equity](#)

[Evaluation of Professional Staff](#)

Form Cross Reference:

Legal/Regulatory Reference:

[BTA Collective Agreement](#)

Date Adopted: June 2011

Amended: February 2020, October 2022

The Brandon School Division believes that the selection and assignment of professional teaching staff is of the most vital importance in providing each student with equitable access to quality learning opportunities in all schools, classrooms, and support services.

The Division takes its hiring practices seriously and believes that no School Leader/Supervisor should ever be involved in the hiring competitions where a relative or relationship could be perceived to advantage anyone in the selection process. Therefore, when such situations arise, the School Leader/Supervisor on the selection committee should remove themselves from the hiring process and be replaced with an appropriate staff member chosen by the Director of Human Resources.

To this end, the accompanying procedures are designed to interview, select and recommend the best qualified teachers in accordance with the eight teaching standards outlined in Administrative Procedure Evaluation of Professional Staff.

The Division agrees to post notices of job vacancies internally and externally.

The following guiding principles shall direct the process:

- Teachers are employees of the Division and assigned to respective schools in accordance with Divisional standard requirements.
- Teachers are selected according to teacher qualifications, experience, suitability and recent professional evaluation.
- Assignments are determined based on teacher suitability and the needs of the students and programs.

- Candidates are assigned with the process of shared responsibility involving the Superintendent/CEO or designate and the School Leader. Approval of assignments is the responsibility of the Superintendent/CEO or designate.
- Teachers and School Leaders are valued and respected in actions and communications.

Process

1. Vacancy

- Vacancies for permanent positions that arise after May 31st will be posted and filled as term. In the case of extenuating circumstances, Superintendent/CEO or designates discretion applies.
- Job vacancies shall be advertised on the Division website, posted by 5:00 p.m. on Friday with a close date of the following Wednesday at 12:00 noon.
- Job vacancies shall be advertised using the best recruitment practices available.
- Teaching vacancies of 0.25 FTE or less may be advertised or added to an existing position within the school at the discretion of the Superintendent/CEO or designate.

2. Application Procedure

- Internal candidates are to apply to any/all vacancies through the established electronic online application format, providing the required documentation as stated in the job posting.
- The last opportunity for full-time (1.0-FTE) internal candidates to apply to posted vacancies is the first posting week in June (following the May 31st deadline for retirements on the Old Form 2 teacher contract). After that time, no further internal movement can occur (unless under special circumstances deemed by the Division).
- External applicants are to apply to any/all vacancies through the established electronic online application format located on the Division website under Employment Opportunities.

3. Screening and Shortlisting

- The processes of screening and shortlisting are organized by the School Leader. Screening of all applicants is done according to the criteria of:
 - educational background/qualifications;
 - experience; and

- suitability consistent with the Division's eight standards of excellence in teaching.

4. Interview

- Candidates will be interviewed by an administrative team in accordance with established procedures and chaired by a School Leader. The Superintendent/CEO or designate may participate at times.
- The decision for determining the appropriate number of candidates to interview will be handled by the Administration Team and Office of Human Resources. If the two parties cannot come to an agreement on the appropriate number of candidates, the Superintendent/CEO or designate will determine the number.
- Candidates may be interviewed for more than one school at a time, dependent on the circumstances.
- Candidates may provide the School Leader verbal acceptance that their previous interview be used for another competition, given a School Leader has interviewed them in the last 4 months for the same or similar position.
- Interview questions will be based on the Eight Standards of Excellence in Teaching as outlined in the Administrative Procedure Evaluation of Professional Staff and on our strategic priorities.

5. Nomination

The nomination of the recommended candidate includes a written report of the following:

- Interview results related to:
 - educational background/qualifications;
 - experience; and
 - suitability or lack thereof consistent with Divisional standard requirements.
- Reference checks in accordance with established procedures.

6. Approval of Recommendation

- Approval of recommendation for employment is the responsibility of the Office of Human Resources, as delegated by Superintendent/CEO or designate.
- Offer of employment is the responsibility of the School Leader, as delegated by the Superintendent/CEO or designate.

7. Communication with Candidates

- All unsuccessful candidates interviewed will be contacted via email by the School Leader of the respective school, communicating the outcome of the competition.
- Upon written request, information regarding reasons for non-selection will be provided to respective interviewed candidates from the Director of Human Resources or designate

8. Interview

- Candidates will be interviewed by an administrative team in accordance with established procedures and chaired by a School Leader. The Superintendent/CEO or designate may participate at times.
- The decision for determining the appropriate number of candidates to interview will be handled by the Administration Team and Office of Human Resources. If the two parties cannot come to an agreement on the appropriate number of candidates, the Superintendent/CEO or designate will determine the number.
- Candidates may be interviewed for more than one school at a time, dependent on the circumstances.
- Candidates may provide the School Leader verbal acceptance that their previous interview be used for another competition, given a School Leader has interviewed them in the last 4 months for the same or similar position.
- Interview questions will be based on the Eight Standards of Excellence in Teaching as outlined in the Administrative Procedure Evaluation of Professional Staff and on our strategic priorities.

9. Nomination

The nomination of the recommended candidate includes a written report of the following:

- Interview results related to:
 - educational background/qualifications;
 - experience; and
 - suitability or lack thereof consistent with Divisional standard requirements.
- Reference checks in accordance with established procedures.

10. Approval of Recommendation

- Approval of recommendation for employment is the responsibility of the Office of Human Resources, as delegated by Superintendent/CEO or designate.
- Offer of employment is the responsibility of the School Leader, as delegated by the Superintendent/CEO or designate.

11. Communication with Candidates

- All unsuccessful candidates interviewed will be contacted via email by the School Leader of the respective school, communicating the outcome of the competition.
- Upon written request, information regarding reasons for non-selection will be provided to respective interviewed candidates from the Director of Human Resources or designate.



BRANDON SCHOOL DIVISION

Office of the Superintendent / Chief Executive Officer

Mr. Mathew Gustafson, Superintendent / Chief Executive Officer

Mr. Jon Zilkey, Assistant Superintendent – Curriculum & Human Resources

Ms. Susan Gilleshammer, Assistant Superintendent – Student Services

DATE: November 28, 2022

TO: Board of Trustees

REPORT PREPARED BY: Ms. Susan Gilleshammer, Assistant Superintendent

RE: Trustee Ekenna requested 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. Trustee Ekenna has approached the Joy Smith Foundation and they are ready to present to teachers on this issue free of charge for the Division. The Joy Smith Foundation is a national NGO that provides age-appropriate information on this issue to students in Grades 6-12.

Introduction

The following report was prepared in response to Trustee Ekenna's request that we explore possibilities for educating our students on the issue of human trafficking.

Definitions

What Is Sexual Exploitation?

Sexual exploitation is a common youth issue that involves someone under the age of 18 exchanging a sexual act for something in return. The purpose of this exchange is the exploitation of a child or youth's needs. A sexual act can be exchanged for money, food, shelter, protection, love, acceptance, popularity, and anything else. It is never the child or youth's fault, even in the case of self driven exploitation.

Some forms of sexual exploitation include:

- online predators luring minors;
- issues around consent and peer pressure;
- sextortion;
- sex trafficking of minors;
- sugar daddy/sugar baby relationships or escorting type behaviour; and
- selling of sexual acts by girlfriends of gang members.

Child Sexual Exploitation: As defined by Manitoba's Child and Family Services Standard 1.3.5, child sexual exploitation is "the act of coercing, luring or engaging a child, under the age of 18, into a sexual act and involvement in the sex trade or pornography, with or without the child's consent, in exchange for money, drugs, shelter, food, protection or other necessities." Child sexual exploitation of an individual under the age of 18 is clearly defined and interpreted as child abuse.

Human Trafficking: The definition of human trafficking adhered to for the purposes of this study is from the United Nations Palermo Protocol to Prevent, Suppress and Punish Trafficking in Persons, especially Women and Children, adopted by the United Nations General Assembly in 2000 and ratified by Canada in 2002. According to Article 3 of the Palermo Protocol, three interdependent elements – act, means and purpose – must be cumulatively present to constitute a trafficking offence.

https://gov.mb.ca/fs/traciastrust/pubs/tracias_trust_report_2019.pdf

Manitoba's Work on Child Exploitation

Tracia's Trust – Front Line Voices: Manitobans Working Together to End Child Sexual Exploitation

Front Line Voices: Manitobans Working Together to End Child Sexual Exploitation

Child Sexual Exploitation

The sexual exploitation of children and youth is a serious concern in Manitoba, Canada, and around the world. Many children and youth are victimized on the streets of Winnipeg, and in private homes and drug houses located throughout the province. Most adults involved in the sex trade report that their victimization began at a young age, some as young as nine years old. The average age that adults involved in the sex trade were sexually exploited for the first time is 13 to 14 years.

The majority of children and youth who are victimized by sexual exploitation are female; however, there is a growing awareness of the sexual exploitation of boys and transgender youth. We know that:

- a disproportionate number of sexually exploited children are Indigenous children, involved in the child welfare system, and have experienced childhood abuse such as sexual abuse and physical abuse; and
- most have experienced homelessness for short or extended periods of time.

Research and shared experience show that once children and youth are homeless, they are immediately at a high risk of becoming sexually exploited, exchanging sexual favours for the basic necessities of life such as food and shelter.

Research points to the complexity of the underlying issues that contribute to children and youth's vulnerability to sexual exploitation, including poverty; racism; colonization; the legacy of residential school experiences; social and cultural isolation; marginalization;

peer pressure; past abuse or trauma; sex-based discrimination; medical problems such as mental health, neurological or developmental disorders; system gaps or inaccessible services; and other social and financial inequalities.

These factors in turn make children and youth vulnerable to other outcomes including violence; sexual assault; homicide; sexually transmitted diseases; gang involvement; early pregnancy; mental health difficulties; academic difficulties; involvement with the child welfare system; involvement with the criminal justice system; long term dependence on social services and government assistance; and raising children who are at risk of repeating the same cycle.

In 2002, the Province established a team to implement Phase One of a strategy to address the sexual exploitation of children and youth in Manitoba. The Multi-jurisdictional Implementation Team (MIT) has representation from across government and community organizations that serve sexually exploited youth. The strategy is comprised of several initiatives in the areas of prevention, intervention, legislation, coordination and research/evaluation that have been implemented over the past six years. The Province is now preparing to launch Phase Two of Manitoba's Sexual Exploitation Strategy.

The Minister of Family Services and Housing, Gord Mackintosh, hosted a two-day summit, Front Line Voices: Manitobans Working Together to End Child Sexual Exploitation on March 17 and March 18, 2008. The summit workshops were attended by 195 people—65 in Thompson, and 130 in Winnipeg. The summit brought together youth service workers, police and justice officials, community groups, educators, Aboriginal groups and government agencies to develop strategies to support sexually exploited children who are making positive changes in their lives and help prevent others from being exploited. Four Elders/ Grandmothers presided over the summit.

An advisory committee composed of government and community representation from a number of sectors that work with sexually exploited children and youth organized the summit workshops. Sergeant Michele Benoit of the Winnipeg Police Service and Sonia Prevost-Derbecker, executive director of the All Nations Coordinated Response Network (ANCR), served as the summit co-chairs.

The Front Line Voices summit followed on the provincial government's commitment to the recommendations of Judge John Guy's inquest report released in January 2008 into the death of 14 year old Tracia Owen. The first of the 28 recommendations was to hold a summit involving all stakeholders "to examine all possible law enforcement, legislative and legal means to create a strategy for the attack on sexual exploitation and drug abuse of children on our streets."

The two-day summit workshops in Thompson and Winnipeg resulted in recommendations related to the four key themes of the summit: 1) legislation and law enforcement; 2) continuum of services; 3) breaking the silence; and 4) child, youth, family and community empowerment. Following the opening program and presentation from Elders and speakers in Thompson and Winnipeg, participants divided into work groups to identify issues, opportunities and gaps in the four thematic areas and identified priority

recommendations. This report provides an overview of the recommendations resulting from the workshops and a plan of action.

Tracia's Trust - Collaboration and Best Practices to End Sexual Exploitation and Sex Trafficking in Manitoba – January 2019

Executive Summary

This research project, titled Collaboration and Best Practices to End Sexual Exploitation and Sex Trafficking in Manitoba, is the first of its kind undertaken by Manitoba's Sexual Exploitation Unit. It contributes to the growing body of work on evidence-based best practices to prevent sexual exploitation and sex trafficking in Canada.

Guided by mixed-method research, the project's goal is to inform Tracia's Trust: Manitoba's Strategy to Prevent Sexual Exploitation and Sex Trafficking (the strategy). The project analyzes new data to further understand sexual exploitation and sex trafficking in Manitoba. It also provides vision and direction about how to translate objectives into results for vulnerable Manitobans.

To date, the diverse responses to prevent sex trafficking and sexual exploitation locally and globally have led to changes such as:

- stronger anti-trafficking legislation;
- new ways of identifying and supporting exploited persons; and
- increasing public awareness.

However, as the United Nations Inter-agency Coordination Group against Trafficking in Persons has noted, "these advancements have occurred in the absence of rigorous empirical evidence evaluating the extent to which [these responses] have [contributed or not contributed] to the achievement of planned goals."

In many cases, it is not clear if aims and outcomes have been achieved, or if results are being measured together. Counter trafficking responses in Canada and globally have often lacked a theory of change and program logic, because there has not been systematic investment in measuring, evaluating, and learning practices, tools that are essential to counter trafficking and counter exploitation work. Given much of this work is relatively new and in its infancy, it has often lacked a logical framework that is evidence-based.

Since 2002, the Manitoba government has led counter sexual exploitation efforts, consulted nationally, and demonstrated leadership and innovation in this area. In 2002, Manitoba launched Canada's first provincial strategy to prevent sexual exploitation. This strategy is now known as Tracia's Trust in honour of Tracia Owen, who tragically died of suicide after she was sexually exploited. Every year, Tracia's Trust provides approximately \$10 million to fund initiatives in the areas of prevention, intervention, legislation, coordination, research and evaluation.

Seeking to be evidence based, Manitoba has gathered data from multiple sources and internal databases. This research initiative allows the Manitoba government to develop a

program logic and assess the results of Manitoba's work in this area. Its findings also inform and contribute to the government's child welfare transformation agenda.

Fifty-four organizations contributed to the report, either by participating in a focus group, by sharing general information or statistics, or by providing overall feedback and recommendations.

The overall objectives of the full report are as follows:

- provide evidence-based insights on current investigations, co-occurring phenomena, system gaps, placement dynamics, offenders, and the incidence of sexual exploitation in Manitoba;
- identify important trends;
- inform training;
- formalize emerging best practices;
- inform policy developments, program evaluations and accountability;
- inform future research, capacity building programs, resources and projects;
- inform a proactive, upstream approach;
- serve as an education, prevention and awareness tool for the general public;
- inform the establishment of a program logic for Tracia's Trust; and
- guide evidence-based measuring, evaluating, and learning for the strategy.

The report contains key findings based on quantitative, qualitative and case study analysis related to the following topics:

- the causes of sexual exploitation;
- existing materials, training and education needs;
- self-care;
- engaging with men and boys as buyers, bystanders and victims;
- information and research needs;
- current strengths, weaknesses, opportunities and threats related to the strategy;
- how things can be improved or done differently at the provincial level;
- the link between social media and sexual exploitation; and
- what focus group participants wished to stress or add.

The report concludes with specific next steps to drive assessment and measurement to enhance services for sexually exploited children, youth and adults in Manitoba.

The report's findings highlight Manitoba's leadership in developing an innovative, evidence-based, sexual exploitation counter strategy, in collaboration with experiential voices, partner departments, agencies and the community.

Key Findings

This report identifies opportunities to use and expand existing resources, and develop and implement new policies and procedures via strategic partnerships related to:

- online sexual exploitation and sex trafficking;
- provisions for sexually exploited or sex trafficked adults and youth who turn 18, including those on extensions of care;

- substance abuse treatment, in collaboration with the future development of the Manitoba Mental Health and Addictions Strategy, specific to the methamphetamine crisis for this population, particularly children and youth;
- reform of current specialized placements and resources to address co-occurring factors for sexually exploited or sex trafficked persons; and
- consultation to capture and be inclusive and respectful of all of the diverse urban and rural voices and stakeholders under Tracia's Trust.

Report on the Research Round Table on Sexually Exploited Children and Youth in Brandon, Manitoba

There has been a significant and sudden increase in concerns surrounding sexually exploited children and youth (SECY) in Brandon, Manitoba. The number of documented SECY in Brandon has increased significantly, with the popularity of social media and the Internet exacerbating the exploitation of children and youth. For these reasons, there is an increased and urgent need for information and awareness of SECY in Brandon, Manitoba.

The purpose of a Research Round Table is to promote exchanges between researchers, experts, and practitioners on shared issues or interests. In November 2017, more than 120 educators, practitioners, and local and provincial government officials and researchers, participated in a Research Round Table in Brandon, Manitoba, with a focus on information and awareness of sexually exploited children and youth. The Research Round Table was a joint initiative involving a team of individuals from the Brandon School Division and the Faculty of Education at Brandon University.

The Research Round Table was held over two days and consisted of four, half-day sessions. Each session included (1) a keynote presentation by recognized researchers; (2) a discussion panel of local experts; and (3) focused group discussions.

The key topics of the Research Round Table were:

1. language and definitions of sexually exploited children and youth;
2. issues and consequences of SECY;
3. challenges and opportunities for coordinated services; and
4. community and institutional roles.

This report is one of the major outcomes of the Research Round Table. Specifically, the report presents (a) the themes that emerged from the focused group discussions; and (b) systematic reviews of the reports and research that elaborate on these themes.

Key topic	Findings from the focused group discussions	Findings from a systematic review of the literature
Language and definitions of Sexually Exploited Children and Youth	A clear, inclusive definition of sexual exploitation is needed to help agencies and professionals respond to more cases.	The UN Protocol, Section 118 of the Immigration and Refugee Protection Act (IRPA), and the Criminal Code of Canada provide varying definitions of sexual exploitation. Differing definitions result in a lack of awareness that it is a criminal offense and fewer attempts to separate victims from sex traffickers.
Issues and consequences of SECY	Issues and consequences include: <ul style="list-style-type: none"> • lack of awareness; • feelings of fear among families of SECY; • the increased number of high-risk children in care; and • the significant increase in drug use. 	Issues and consequences include: <ul style="list-style-type: none"> • difficulty in trying to escape sexual exploitation; • identification and prosecution of recruiters; and • impact on the mental and physical health of the victim including cognitive impairments, academic difficulties, psychological stress, and mental illness.
Challenges and opportunities for coordinated services	Challenges include: <ul style="list-style-type: none"> • access to services; • lack of inter-agency cooperation; • victims' mistrust of agencies; and • lack of awareness and training of service providers or educators. 	Challenges include: <ul style="list-style-type: none"> • access and availability of services; • barriers to institutional collaboration and cooperation; • gender differences among victims; • influence of social media; and, • under-reporting in small or remote communities.
Community and institutional roles and responses	Recommendations: <ol style="list-style-type: none"> 1. Adopt the definition from Manitoba's Sexual Exploitation Strategy. 2. Increase awareness across all sectors of the community. 3. Implement training programs for professionals. 4. Develop school programs and provide professional development for teachers. 5. Implement new or enhance existing programs and services. 6. Review and revise information-sharing policies and practice. 	

Resources for Presentations

Joy Smith Foundation

"We are Canada's leading authority on the prevention and intervention of human trafficking and also provide support for survivors of this horrific crime. It's a responsibility we take seriously. Over the years, the Joy Smith Foundation has helped over 6000 human trafficking survivors and their families restore their lives by reuniting, healing, and integrating back into their communities.

The Joy Smith Foundation works to provide access to information so that every Canadian man, woman, and child is educated and empowered to stay safe from manipulation, force, or abuse of power designed to lure and exploit them in the sex trade or forced labour.

Pillars of the Joy Smith Foundation

Education

Our mandate to prevent victimization from human trafficking is part of our increased focus on education. Through educating at-risk populations and broadly sharing the signs to watch for, people will learn who might be vulnerable and how to effectively intervene.

An extensive library of downloadable literature, videos and webinars as well as in-person workshops are available for free and/or a fee to teachers, parents, front-line responders and all Canadians ready to play a vital role in the prevention and intervention of human trafficking.

Collaboration

The National Human Trafficking Education Centre will encourage inter-agency collaboration across Canada and North America. Sharing resources and information will magnify our collective efforts to make a greater impact and achieve lasting – and widespread – change.

Healing

Throughout Canada many organizations and agencies are ready to provide help to survivors and their families. However, for many traumatized survivors finding the right support can be a daunting task. We are here to guide individuals and families as they navigate the larger systems and connect with the appropriate help as they find healing and justice.

Documents

[Know the Facts – For High School Students](#) (attached Appendix B1)

[Know the Signs – For Parents](#) (attached Appendix B2)

Sexual Exploitation Education (SEE)

Sexual Exploitation Education (SEE) is a prevention focused agency that provides innovative, engaging, and accessible presentations, trainings, and consulting services to schools, organizations, and businesses across Canada. (A Leading Agency in Anti-Sexual Exploitation and Human Trafficking)

“We provide research based and innovative approaches to prevention of sexual exploitation and human trafficking, so that education is accessible and the topic feels relevant. We do this by focusing on the root causes, such as consent, healthy boundaries, and meeting needs by means of healthy alternatives.”

Our Impact:

- Our programs have educated thousands of students, parents, and teachers, and are trusted by Safe Schools Coordinators! We have been contracted by School Districts to develop their anti human trafficking curriculum, to educate their students on cybersafety and healthy relationships, and to provide Pro D training for their school district staff.
- Non profit organizations and law enforcement groups across Canada have trusted us to provide training to their staff.
- Research Centres, RCMP, and Indigenous non profits have relied on us for consulting services.

While we are based in Vancouver, B.C., we service across Canada!

Action Items for Brandon School Division

The following approaches to educating Brandon School Division staff, students, and parents/guardians are proposed:

- Three representatives from The Joy Smith Foundation will attend the December 12, 2022, Board Meeting to deliver a 15-minute presentation regarding the issue of human trafficking.
- We propose to request presentations from the Joy Smith Foundation for Student Services personnel (school counsellors, resource teachers, social workers, and psychologists).
- We propose to share information about the Joy Smith Foundation to the Brandon Community Drug and Alcohol Education Coalition for consideration to organize a larger awareness event in conjunction with the topic of mental health and addictions concerns in our community. The issues of human trafficking and sexual exploitation are often related to addictions and the prevalence of drugs, such as crystal meth in a community.

Other Resources and Support

Online Dangers: Cyberbullying and Online Child Sexual Exploitation

On February 8, 2022, Public Safety Canada held a virtual panel event. Watch the recording here: canada.ca/en/public-safety-canada/campaigns/online-child-sexual-exploitation/online-dangers-cyberbullying-online-child-sexual-exploitation.html

Human Trafficking Hotline: – 1-844-333-2211

This line provides 24/7 support and non-judgemental, trauma-informed counselling to trafficked persons, and anyone else affected by trafficking such as service providers, family, friends and co-workers.

For more information: clinic.mb.ca/crisis-support/human-trafficking-hotline-information/

Canadian Centre for Child Protection

National charity dedicated to the personal safety of children.

Website: protectchildren.ca

Cyber Tips

Canada's National Tipline for Reporting the online sexual exploitation of children

Website (to report): cybertip.ca

To view the latest Cyber Tip alert: cybertip.ca/app/en/ctipalerts

Missing Kids

Provides families support in finding their missing child and provides educational material to help prevent children from going missing.

Website: missingkids.ca

Project Arachnid

Is an innovative tool to combat the growing proliferation of child sexual abuse material (CSAM) on the internet.

Website: projectarachnid.ca

Protect Kids Online

Website providing free online safety information for parents/guardians of children and teens.

Website: protectkidsonline.ca

Kids in the Know

A educational program that teaches children personal safety skills for educators and parents/guardians.

Website: kidsintheknow.ca

Don't Get Sextorted

Provides information to teens about sextortion.

Website: dontgetsextorted.ca

Need Help Now

Provides support to teens to help stop the spread of sexual pictures or videos.

Website: needhelpnow.ca

Commit to Kids

Resource and online training for child serving organizations.

Website: commit2kids.ca

Stop Sex with Kids

Manitoba's Strategy: Responding to Children and Youth Involved in Sexual Exploitation.

Website: stopsexwithkids.ca

Survivor's Hope Crisis Centre – SARAH Program

Sexual Assault Recovery and Healing ([SARAH](#)) Workers are trained advocates that support people who have just experienced sexual assault. SARAH Workers are available 24/7 through RCMP detachments and emergency departments for those in the Eastern Region of Manitoba.

Sexual Assault Recovery and Healing ([SARAH](#)) Counselling and Support Program – provides free counselling to anyone 15 and older in the Interlake Eastern Region of Manitoba who has experienced teen or adult sexual violence.

For more information: survivors-hope.ca/sarah/

More Information Regarding Manitoba Sexual Exploitation Strategy:

Front Line Voices: Manitobans Working Together to End Child Sexual Exploitation.

http://www.gov.mb.ca/fs/childfam/pubs/tracias_trust_en.pdf

Manitoba Family Services and Consumer Affairs. Manitoba Strategy Responding to Children and Youth at Risk of, or Survivors of, Sexual Exploitation (information on the Manitoba Sexual Exploitation Strategy).

http://www.gov.mb.ca/fs/childfam/strategy_on_sexual_exploitation.html

sex trafficking... **know** the facts

human trafficking can happen to anyone — learn how to protect yourself

What starts out as a seemingly innocent conversation online or in real-life, can turn into something that is hard to control, and may be something that you never expected.

did you know?

Traffickers use social media to find and connect with their victims – whether that's on Instagram, TikTok or video game chat rooms!

- Remember, you can always report and block users that make you uncomfortable. **NEVER** agree to meet someone you met with online and keep your location services OFF!

Traffickers use software to **CHANGE** the way they look and sound!

- Software today can create the illusion that you are speaking to somebody that you think is a 16-year-old boy, but in reality, is a 45-year-old man.
- By appearing to be of similar age, they work to make you comfortable and eventually gain your trust, in hopes that you will confide in them, sharing information about your life and your interests. This is part of the luring process.
- Once they have lured you in and established a seemingly safe relationship, they will begin **grooming**.

How do I know that someone is grooming me?

The grooming process takes a trusting, naïve relationship, and turns it into a situation of manipulation, control, and exploitation.

- It starts with an emotional connection. This could be as a friend, but also as a girlfriend or boyfriend.
- They often buy you nice, expensive gifts such as designer watches, jewelry, and handbags. These could also include drugs and alcohol.
- They will try to separate you from your support network like your friends and family. This can be both emotionally, such as making you believe they are the only one who truly loves you and cares about you, or physically, such as asking you to take a trip with them, or even move in with them.
- They will take you on extravagant dates such as to fancy restaurants or sports games.
- They will sometimes try to make you feel embarrassed, ashamed, and fearful as part of the control and manipulation continues.
- Traffickers often will manipulate their victims by desensitizing them or normalizing things such as pornography, stripping, or sending nude photos and videos.
- They will try to introduce you into their circle of friends.

did you know?

A new circle of friends are usually other traffickers working together to gain your trust!



commonly asked questions



Where do traffickers find their victims?

- Anywhere youth hang out! Parties, the mall, sports games, online through social media or video game chat rooms, airports, etc.

Why doesn't a victim just run away?

- Sometimes they are physically trapped, but sometimes they can be emotionally trapped. Every aspect of a victim's life is controlled right down to when they can eat, when they can sleep, what they can wear, or who they can talk to. Traffickers will use threats and intimidation to maintain control over their victims, with threats of physical and sexual violence, or violence towards their friends and family. Trafficked victims are brainwashed into thinking there is no way out, so running away isn't as easy as it may seem.

What is the difference between human trafficking and human smuggling?

- Human trafficking can be described as modern-day slavery involving the recruitment, transportation, or harboring of persons for the purpose of exploitation, typically in the sex trade. Human smuggling is when someone voluntarily and illegally crosses an international border.

What is the difference between sexual exploitation and sex trafficking?

- Sex trafficking is when someone makes money by buying and selling someone for sex. Sexual exploitation is a form of abuse that can occur when someone takes advantage and forces someone else to give, or receive any act of unwanted sexual interaction, but no money is exchanged.

What should I do if I think someone I know might be getting groomed?

- Talk to someone you trust right away! If you are unsure, you can reach out to me anytime at katelyn@joysmithfoundation.com or DM me on our social media accounts!



I thought I was working by my own will. It wasn't until I learned what human trafficking was, that I realized I was trapped in a world of manipulation and control the entire time.

— SURVIVOR



did you know?

Any nude or sexual photo or video of someone under the age of 18 is considered child pornography by law!

- Sending, keeping, or distributing a nude or sexual photo or video of someone under the age of 18 are offences that can lead up to charges under the Canadian Criminal Code. **If an image or video of yourself or a friend is online that you have lost control of, notify the police or report it to [cybertip.ca](https://www.cybertip.ca)**

WARNING



NOT the glitz and glamour you see online!

The term "sex work" is thrown around all over social media, but it's important to know what you see online is **NOT** reality.



Know the Signs

SEX TRAFFICKING PREVENTION FOR PARENTS



Every year, thousands of Canadian families are impacted by human trafficking. Many think it could never happen to their family but the reality is that human trafficking happens in rural and urban communities across Canada.

It can happen anywhere at anytime. Less than a kilometre from where you live today, someone is being trafficked.



The Joy Smith Foundation is Canada's leading authority on human trafficking prevention, intervention, and support for survivors of this horrific crime. It's a responsibility we take seriously. Over the years, the Joy Smith Foundation has helped over 6000 human trafficking survivors and their families restore their lives by reuniting, healing, and integrating back into their communities.

In the fall of 2021, the Joy Smith Foundation proudly opened the National Human Trafficking Education Centre – a unique online hub offering educational resources to help Canadians understand and fight human trafficking.

The Centre offers free and fee-based programs to all who play a role in the prevention and intervention of human trafficking. Customized courses are available for parents, teachers, social workers and first responders, as well as kids, youth and young adults.

Education is our greatest weapon as we work together to end human trafficking.



KNOW THE SIGNS

Every day, our unaware youth are lured, and manipulated by skilled human traffickers into the sex trafficking world. What starts as a seemingly innocent conversation online or in real life can quickly turn into something sinister that affects lives forever.

When we know who is most vulnerable, and the signs to watch for, we can take steps to prevent it from happening. Educate yourself about the issue, how to recognize who's at risk and how to effectively intervene when you suspect something isn't right.



Signs that your student or child is being groomed:

- ▶ Sudden interest in a boy or man who is several years older
- ▶ New clothing, jewelry, or gifts without having the money to purchase these items
- ▶ Frequent sleepovers at a friends' house
- ▶ Sudden change in style of dress or makeup
- ▶ New circle of friends and isolation from their old group of friends
- ▶ Change in attitude toward school, regular activities, friends, and family
- ▶ Grades are dropping
- ▶ Unexplained cuts and bruises
- ▶ Using two cell phones



PROMOTE ONLINE SAFETY

Traffickers use the Internet and social media platforms to find youth and get to know them, with the intention of building their trust and meeting them in real life.

Keep your computer in common spaces to keep track of what is going on. Monitor your child's time spent on the computer and on their cellphone. Coach your children not to give out computer passwords, their real name, house and school address and any other personal contact information over the internet, including social media platforms such as Facebook, Instagram, Snapchat, and others.

Never send a photograph or video of your child in an email unless you know the person and are confident they are a legitimate individual.



SEXTING

Make sure your children or students understand the real danger and long-term consequences of sexting. These are important points to share:

- ▶ Any nude or sexual photo or video of any individual under the age of 18 is considered child pornography by law.
- ▶ Sending, keeping, or distributing a nude or sexual photo or video of anyone under the age of 18 are offences that can lead up to charges under the Canadian Criminal Code.
- ▶ If an image or video is online and no longer in control of the intended recipient, it is critical to notify your local police department or report it to [cypertip.ca](https://www.cypertip.ca).





HERE TO HELP

Contact us if you have questions or need help.

There is hope! Survivors can heal. Families can be reunited. Justice can be served.

Sign up for our free **Know the Signs parenting course today!**

I came from a middle-class family. My parents are wonderful. Looking back, I never thought that I would ever land up as a victim of human trafficking. I got out of being trafficked but the guilt and anger still remained with me. It was when I was sitting in a presentation by Mrs. Smith about human trafficking and how the traffickers work that I came to realize that it was not my fault. The education program that the Joy Smith Foundation puts forward is such a help to me as a trafficked survivor. It changed my life. The Joy Smith Foundation helped me to rebuild my life. I am now so happy to help out any way I can to be a part of this wonderful Foundation that helped me to restore my life.

– SURVIVOR



joysmithfoundation.com • info@joysmithfoundation.com • (204) 691-2455





BRANDON SCHOOL DIVISION

Education and Community Relations Committee Minutes

Monday, November 14, 2022 – 6:00 p.m.
Boardroom, Administration Office

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

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

Regrets: C. Ekenna
J. Zilkey

1. COMMITTEE ITEMS

A. **Approved Research Request: Kathleen Foerster, Science Education Ph.D. Candidate, University of Manitoba**

Mr. Mathew Gustafson, Superintendent/CEO, reviewed the research request from Kathleen Foerster entitled: *"Pedagogical Response of Manitoba Grade 9 and 10 Science Teachers during the COVID-19 Pandemic: A Mixed Methods Case Study"*.

This research study is designed to investigate teacher pedagogical decisions during the COVID-19 pandemic. Specifically, the research is focused on Grade 9 and Grade 10 teachers who have teaching experience in Grade 9 and/or Grade 10 science, both prior to and during the pandemic. Participation is voluntary and the research does not involve students.

This study may benefit Brandon School Division by providing information and strategies to advance scientific literacy concepts and skills during times when regular, in-class instruction is disrupted.

This request was reviewed by the BSD Research Advisory Committee and has been approved by the Superintendent/Chief Executive Officer.

B. **Approved Research Request: Gail Cormier, Ph.D., Faculty of Education, Université de Saint-Boniface**

The Superintendent/CEO reviewed the research request from Gail Cormier entitled: *Schoolscapes in rural French Immersion schools in Manitoba*.

The main objective of this research study is to better understand Schoolscapes, visible written language on signs, in all rural French Immersion schools in Manitoba. The study seeks to promote the inclusion of and include the perspectives of teachers who work in French Immersion schools in rural contexts in research; make digital professional development training in French accessible to teachers who teach in rural French Immersion schools; and to test a new research methodology: the virtual tourist guide technique proposed by this study.

This study may benefit Brandon School Division by improving literacy through tutorials French Immersion teachers will receive on integrating technology. As well, it can help schools increase their French language footprint.

This research project does not involve student participation. The researcher seeks to interview one French Immersion teacher at each of the four French Immersion schools in Brandon School Division. This request was reviewed by the BSD Research Advisory Committee and has been approved by the Superintendent/Chief Executive Officer.

C. Research Request: Dr. Ellen Watson, Faculty of Education, Brandon University; and Christopher Sarkonak, Teacher, Brandon School Division

Mr. Mathew Gustafson, Superintendent/CEO, spoke to this item, advising that a research request was received on August 25, 2022 from Dr. Ellen Watson, Assistant Professor, Faculty of Education, Brandon University; and Christopher Sarkonak, Teacher, Crocus Plains Regional Secondary School. The Research Project is entitled *Student Perceptions of Ungrading in Physics and Mathematics Classes: An Action-Research Study*.

The Research seeks to empirically investigate Mr. Sarkonak's current practice of ungrading and how students perceive this practice as influencing their learning. This research is guided by the following questions:

- What are students' perceptions of learning in an ungraded high school math or physics course?
- How do students perceive ungrading as influencing their self-determination in a high school math or physics course?

The research would involve up to 150 students from Crocus Plains Regional Secondary School who are enrolled in Grades 9 and 10 mathematics classes and Grades 11 and 12 physics classes. Mr. Sarkonak would be the sole staff member participating in this research, and therefore is both teacher and researcher of these students. To avoid conflict of interest, Mr. Sarkonak will not be made aware of who participates in the research until after data collection is complete. Participation is voluntary and consent is required from students and parents/guardians. Ethics approval has been granted by the Brandon University Research Ethics Committee.

Mr. Gustafson and the Brandon School Division Research Advisory Committee recommend approval of this request. The Committee expressed support for this study that would benefit Brandon School Division as it is connected to the BSD Continuous Improvement Plan. The resulting data on the efficacy of ungrading as a teaching practice may benefit students and teachers.

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

Recommendation:

That the Board approve the research request from Dr. Ellen Watson, Faculty of Education, Brandon University; and Christopher Sarkonak, Teacher, Brandon School Division, for the research project entitled "*Student Perceptions of Ungrading in Physics and Mathematics Classes*".

D. Needle and Syringe Awareness

The Superintendent/CEO spoke to this item, indicating that 41% of K-8 schools within City boundaries reported one or more incidents of a needle or syringe on or near school playgrounds since September. Not only is this a concern for students during the school day, but the Division is concerned about families accessing playgrounds outside of school hours.

Steps the Division is taking to address these occurrences include:

- Regular inspection of school property
- Education for students on what to do if they find a needle or syringe
- Awareness campaign for families

- Training for staff on what to do if they find a needle or syringe
- Safe work procedures for disposal of needles and syringes

Trustees asked questions for clarification regarding signage at schools/playgrounds on what to do if a needle is found, and whether needles are being found in the same areas each time. Discussion took place regarding safe consumption sites. Suggestion was made to add these topics to the agenda for the next Joint City of Brandon/Brandon School Division meeting.

E. New High School Apprenticeship Program Guides

The Superintendent/CEO provided an update on three new High School Apprenticeship Program (HSAP) documents received from Manitoba Education and Early Childhood Learning and Apprenticeship Manitoba.

HSAP is a pathway for students in Grades 10 to 12 to explore an apprenticeable trade while completing their academic graduation requirements.

Students work with the assistance of an HSAP educator to find an employer. Then, they complete an Apprenticeship Application and Agreement with the employer and Apprenticeship Manitoba, which will allow them to get paid for on-the-job training, earn up to eight high school credits (one credit per 110 hours on the job), and potentially transition to a post-secondary apprenticeship pathway in a registered trade career.

Student-apprentices work in one of Manitoba's designated (compulsory/voluntary) trades, which can lead to provincial or interprovincial certification.

High school graduates may transfer their HSAP on-the-job hours into a post-secondary apprenticeship and can continue to accumulate required on-the-job training (approximately 80%), as well as begin the in-school technical training (approximately 20%). Most apprenticeship trade programs take between two to four years.

Apprenticeship Manitoba records incentive credits for on-the-job hours based on the Report of Hours submitted by the employer. For every 220 hours of practical training obtained as an HSAP student-apprentice (maximum 880), eligible student-apprentices will receive a personal contribution fee for one level of training (to a maximum of four levels).

Post-graduation, student-apprentices can register for technical training, which can be taken at the following colleges:

- Assiniboine Community College (ACC)
- Red River College Polytechnic (RRC Polytech)
- University College of the North (UCN)

STEPS TO APPRENTICESHIP

- Research a designated trade.
 - Meet with school or divisional HSAP educator to ensure the criteria for an application are met.
 - Find a willing and insured employer.
 - Complete an Apprenticeship Application and Agreement with employer and Apprenticeship Manitoba (requires parent/guardian consent if under 18 years old).
 - Complete safety training as directed.
 - Create a work and academic schedule with employer and HSAP educator.
 - Maintain and complete required academic courses for high school graduation.
 - Actively participate in and successfully complete the required on-the-job training (complete HSAP alone or combine with a TVE program).
-
- Submit monthly hours confirmed by employer.
 - Transfer to post-secondary apprenticeship after graduation or cancel Apprenticeship Application and Agreement.

Crocus Plains Regional Secondary School currently has three (3) students that are in the process of securing HSAP credits this year in Welding, Heavy Duty Mechanic and Hairstyling.

Additional information is available at Apprenticeship Pathways:
[High School Apprenticeship Program: HSAP Educator Guide](#)

Trustees asked questions for clarification.

2. **OPERATIONS INFORMATION**

The Superintendent/CEO provided information on the following:

- **Correspondence from Diljeet Brar, Member of the Legislative Assembly (Burrows), Critic for Sport, Culture & Heritage:**
 - Addressed to The Superintendent/CEO, providing information on the Royal Assent of Bill 227 'The Turban Day Act' on June 1, 2022. Now each year April 13 is to be known throughout Manitoba as 'Turban Day'.

The Brandon School Division is encouraged to celebrate Turban Day each year on April 13th. It is kindly requested that Turban Day be added to the divisional calendar, so all schools can celebrate the first official Turban Day on April 13, 2023.
- **Correspondence from Manitoba Education and Early Childhood Learning:**
 - Helen Robinson-Settee, Indigenous Inclusion Directorate
 - 2022 Survey on Indigenous Teachers Manitoba

Respectfully submitted,

C. Ekenna



BRANDON SCHOOL DIVISION

Finance and Facilities Committee Minutes

Monday, November 14, 2022 – 6:00 p.m.
Boardroom, Administration Office

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

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

Regrets: C. Ekenna
J. Zilkey

1. COMMITTEE ITEMS

A. Confirm Payments of Account (October)

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

The reports were accepted as circulated.

B. Budget Process and Timelines – 2023-2024

Mr. Denis Labossiere, Secretary-Treasurer, reviewed the Budget Process Diagram and the Budget Timelines and Process document that was provided to the Committee.

Mr. Labossiere requested feedback from the Committee regarding the Stakeholder meetings based on its current format and feedback received from Stakeholders in the past.

Trustee Linda Ross noted that the previous format was not working for the different Stakeholder groups and suggested that the Board try something new by having one meeting with the groups together. At this meeting, the budget process would be explained to the Stakeholder groups. Then after the preliminary budget is presented in February, the Board would hold a public consultation, where Stakeholders would be better able to ask specific questions.

The Committee discussed the difficulty meeting with Stakeholders prior to receiving the funding announcement and the potential impact of the new Education funding model.

Trustees agreed that it would be beneficial to have one meeting with the Stakeholder groups, and that this meeting would take place mid to late January to review the budget process. Trustees were also in agreement that a public consultation take place after the February Preliminary Budget presentation and Budget Deliberations, whereby stakeholders can provide feedback on the budget.

Trustees asked questions for clarification.

2. OPERATIONS INFORMATION

Respectfully submitted,

K. Fallis



BRANDON SCHOOL DIVISION

Personnel and Policy Committee Minutes

Monday, November 14, 2022 – 6:00 p.m.
Boardroom, Administration Office

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

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

Regrets: C. Ekenna
J. Zilkey

1. COMMITTEE ITEMS

A. Update on Class Sizes

Ms. Susan Gilleshammer, Assistant Superintendent, provided an update on class sizes, as the Division has had an enrollment increase of 300+ students for 2022-2023. Information has been received from school administrators regarding class composition, and an additional 3.75 FTE teachers are needed to address needs at four (4) schools. Additionally, support equal to 8 FTE Educational Assistant positions in classrooms is needed.

Mr. Mathew Gustafson, Superintendent/CEO, indicated that the Division has savings in Maternity Leaves and Retirements. He also noted that the Board sets the FTE during the budget process, and Board support is required to increase FTE.

Trustees asked questions for clarification, and agreed to the recommendation as presented, which was brought forward as a late motion to the Board Meeting later that evening.

Recommendation:

That the Division add 3.75 FTE teachers and 8 FTE Educational Assistants to address enrolment growth through the 2022-2023 Operating Budget.

2. OPERATIONS INFORMATION

- A. MSBA – Collective Bargaining update:
- Non-Teaching Support Groups – In-Camera item

Respectfully submitted,

B. Sieklicki



e-bulletin

November 16, 2022

Appendix 'A'

MANITOBA
School Boards
ASSOCIATION

191 Provencher Blvd. Winnipeg, MB R2H 0G4
Phone: 204-233-1595 Toll Free: 1-800-262-8836

www.mbschoolboards.ca

Follow us on Twitter [@MBSchoolBoards](https://twitter.com/MBSchoolBoards)

REMINDER TO REGISTER

It's not too late to register and join us on December 1 and 2 for two days of learning, sharing, and association business in-person at the Victoria Inn Hotel and Convention Centre in Winnipeg. Day 1 (Thursday) will be dedicated to professional development for both new and returning trustees, and Day 2 (Friday) will include the general meeting, regional meetings, and other items related to association business. Registration information has been distributed to member boards. In keeping with meeting practices established during COVID-19, **this event will be paperless**. There will be no printed materials on site. The agenda, Zoom links and all supporting documents will be distributed to Secretary-Treasurers in the coming days.



BY-ELECTIONS & NOMINATIONS FOR PROVINCIAL EXECUTIVE POSITIONS

MSBA will be conducting by-elections to fill the positions of Regional Directors for Regions 4 and 5 (one position) in conjunction with the December 1 and 2 Fall General and Regional Meetings.

Executive members elected or acclaimed in these by-elections will hold office until the close of the 2023 Annual Convention in March. Successful candidates who wish to continue to serve on the provincial executive must be nominated to run for office in the elections held in conjunction with the convention. For candidate information, please visit our [governance page](#).

Also, a reminder that member school boards and trustees are now invited to [nominate candidates](#) for the 2023-2024 Manitoba School Boards Association Provincial Executive for the positions of President, Vice-President (Boards with fewer than 6,000 students) and Directors for Regions 2, 4, and 5 (one position). The first call for nominations was made in writing. The second call for nominations will be made during the fall regional meetings, and the third and final call at the morning call to order at the annual convention in March. Nominations may also be made at any time by submitting them by [email](#) to the Nominating Committee, c/o Andrea Kehler.

DIVISION DISPATCHES

The [latest video](#) in the Leading with Intent series is now available. Both new and experienced trustees will benefit from this review of basic board roles and responsibilities.

This series has been produced to assist boards and senior administration teams develop a shared understanding of governance and how to enhance its effectiveness. New videos will be uploaded monthly to the association's [YouTube channel](#). Visit our Division Dispatches page to access to this video and to browse other videos available [on demand](#).



RECOGNITION AND AWARDS

A big part of the Annual Convention in March is recognizing the people that make our schools great. We do that by recognizing long-serving trustees, exemplary educators and inspirational students.

In 2022, all of the award programs were reviewed by MSBA and the Provincial Executive ratified changes for each award.

You can find an overview of each award, eligibility criteria, and selection process information in this year's Recognition and Award Programs [package](#). We have identified all significant changes to the award categories within the document. The nomination deadline for all [recognition and award programs](#) is January 27, 2023.



PRESIDENTS' COUNCIL AWARD



ASSOCIATION OF
MANITOBA
MUNICIPALITIES

MANITOBA EDUCATION COUNCIL VOLUNTEERS



The Manitoba government is establishing the Manitoba Education Council to take a province wide approach to planning, implementing and monitoring Manitoba's [K to 12 Education Action Plan](#) and is issuing a call for applications from members of the public wishing to join in this work.

The council will consist of a diverse membership of individuals in the education system and education partners who share a vested interest in the success and future of Manitoba's children and youth. Membership will include representation from the education sector, Indigenous leadership, students, and parents. The Council will also engage with groups seeking equity, diversity, and inclusion.

Visit the [website](#) to discover more about the Education Council and to learn about the eligibility criteria and application process. The deadline to apply is November 30, 2022.

VISITOR TOURS

Did you know that The Legislative Assembly of Manitoba offers a free visitor tour program in English and French? Tours are available for school groups and to the general public. For more information or to book a tour, visit the [website](#).



follow us [@MBSchoolboards](#)

