



BRANDON SCHOOL DIVISION

January 7, 2022

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

TO BE HELD MONDAY, JANUARY 10, 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, December 13, 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) Correspondence was received from Ms. Kerri Lynn Gudz, parent, addressed to Mr. Denis Labossiere, Secretary-Treasurer, and the Board of Trustees, noting that Brandon School Division has proven itself as a leader - with a proven commitment to students' health and education through a professional commitment to clear, timely communication, demonstrated and active leadership, creative problem solving and planning, adapting, pivoting and rising to the challenges that the COVID-19 pandemic has created.

Ms. Gudz states that school is to be the one place that ALL children can come to feel part of a community, safe and valued. She cites the Brandon School Division's Vision statement: *"to be a centre of educational excellence, built on community partnerships, effective leadership and exemplary practices"*, along with the Division's Mission statement: *"strives to enable each student to achieve maximum intellectual, emotional, social and physical growth"*. Ms. Gudz is unclear how this can still be the case when not all School/Division staff are required/mandated as a condition of employment to be fully vaccinated as led and recommended by Public Health and proven by science as exemplary practice.

Ms. Gudz indicates that the City of Brandon, Maple Leaf Foods and Hockey Manitoba have recently mandated full vaccinations for all staff and volunteers. She is disappointed and frustrated that this falls to the School Division level for decision making and is disheartened that Educators and Divisional staff who have chosen to have such an opportunity to influence and play a role in children's lives – and ultimately our society – choose to not consider controlling what they can to protect not only the school community, but the community at large.

She adds that it is up to us as the adult decision-makers to keep ALL the children safe while they are at school, and the Board of Trustees, as elected officials and community leaders, to represent our community and its' constituents in our best interest. (Appendix 'A')

Refer Business Arising.

4.00 REPORT OF SENIOR ADMINISTRATION**- From Report of Senior Administration**

- a) Review Report of Senior Administration – January 10, 2022.

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

- | | | |
|----|--|------------------------|
| a) | Committee of the Whole: Education and Community Relations Finance and Facilities | C. Ekenna K. Fallis |
|----|--|------------------------|

5.02 Delegations and Petitions (Max. 15 minutes)

5.03 Business Arising

- From Previous Delegation
- From Board Agenda

- a) Correspondence from Ms. Kerri Lynn Gudz, parent, regarding School/Division staff being required/mandated to be fully vaccinated as a condition of employment.

- MSBA Issues

- a) e-bulletin – December 22, 2021 (Appendix 'B')

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions

- 01/2022 That the Proposal from BDO Canada LLP for auditing services for the period of five (5) years commencing with the 2021-2022 audit in the amount of \$99,567 (plus applicable taxes) be accepted.

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, January 24, 2022, Boardroom.
- b) Upcoming Budget Dates (Dependent on Funding):
- Budget Presentation – 7:00 p.m., Thursday, February 17, 2022, Boardroom.
 - Budget Deliberations – 10:00 a.m. – Public Portion, (9:00 a.m. – In-Camera Portion), Tuesday, February 22, 2022, Boardroom.
 - Public Budget Consultation/Presentations – 7:00 p.m., Monday, February 28, 2022, Boardroom.
 - Final Budget Approval – 7:00 p.m., Monday, March 7, 2022, 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., MONDAY, DECEMBER 13, 2021.

TRUSTEES PRESENT:

| | |
|----------------------|-----------------------------|
| L. Ross, Chairperson | J. Gobeil, Vice-Chairperson |
| S. Bambridge | C. Ekenna (by phone) |
| K. Fallis | B. Foley |
| D. Kejick | L. Letain |
| J. Murray (by phone) | |

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

The Chairperson called the In-Camera portion of the meeting to order at 6:07 p.m.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

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

Ms. Letain – 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 November 22, 2021 were circulated.

Ms. Fallis – Ms. Bambridge

That the Minutes be approved as circulated.

Carried.

b) The Minutes of the Special Board Meeting held December 6, 2021 were circulated.

Ms. Fallis – Ms. Kejick

That the Minutes be approved as circulated.

Carried.

Mr. Foley – Ms. Letain

That the Board do now resolve into Committee of the Whole In-Camera. (6:08 p.m.)

Carried.

2.00 IN CAMERA DISCUSSION (COMMITTEE OF THE WHOLE):

2.01 Student Issues

- Reports

- Trustee Inquiries

2.02 Personnel Matters

- Reports

a) Staffing Activity Report was presented.

b) Mr. Mathew Gustafson, Superintendent/CEO, provided information on a Personnel Matter.

- Trustee Inquiries

2.03 Property Matters/Tenders

- Reports

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

b) The Secretary-Treasurer provided information on two (2) Property Matters, answered Trustee questions, and received direction from the Board.

- Trustee Inquiries

2.04 Board Operations

- Reports

a) The Superintendent/CEO provided information on a Board Operations Matter.

- Trustee Inquiries

Mr. Gobeil – Ms. Delvina

That the Committee of the Whole In-Camera do now resolve into Board. (7:23 p.m.)

Carried.

The Chairperson called the Public portion of the meeting to order at 7:33 p.m. with a traditional heritage acknowledgement.

3.00 PRESENTATIONS AND COMMUNICATIONS:

3.01 Presentations For Information

3.02 Communications For Information

3.03 Communications For Action

4.00 REPORT OF SENIOR ADMINISTRATION

Mr. Mathew Gustafson, Superintendent/CEO, took a moment to acknowledge and thank the School Principals, Vice-Principals, Assistant Superintendents and Terri Curtis, Communications Coordinator, for the work they do to assist Public Health in contract tracing. He noted they would be on call over the holidays to ensure the students and staff are safe. Mr. Gustafson thanked them and acknowledged the work that they do.

The Superintendent/CEO, provided highlights on the following items from the December 13, 2021 Report of Senior Administration:

A) Administrative Information

- Celebrations:
 - Diversify your Classroom Library Pilot Program
 - Winter Coat Donation from Knights of Columbus (Brandon Chapter)
 - Vincent Massey Vikings – Awarded the Winnipeg High School Football League Westman Bowl
 - École secondaire Neelin High School – Junior Varsity Boys Volleyball Team won first place in the AAA Provincials
 - Kelly DeRoo – Manitoba High School Athletics Association (MHSAA) Coach of the Month
 - Valleyview Centennial School – Indigenous Art Month
 - Brandon Wheat Kings – Youth Ticket Donation
 - École New Era School – Phase one of Playground Revitalization Project Complete
- Information Items:
 - Manitoba Education Correspondence:
 - Manitoba's Excellence in Education Awards
 - Westman and Area Traditional Christmas Dinner
 - Statistics Canada 2021 Census
 - Bioscience Association of Manitoba
 - Administrative Procedure 2015 – Scent Controlled Facilities
- Presentations:
 - Administrative Procedure 4560 – *Mandatory COVID-19 Testing of Students*
 - Brandon School Division's Ventilation and Monitoring Measures

B) Business Arising for Board Action

- Response to Trustee Ekenna's Trustee Inquiry

Mr. Gobeil – Ms. Kejick

That the December 13, 2021 Report of Senior Administration be received and filed.

Carried.

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

a) Finance and Facilities Committee Meeting

The written report of the Finance and Facilities Committee meeting held on November 22, 2021 was circulated.

Ms. Fallis – Mr. Foley
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 November 22, 2021 was circulated.

Ms. Bambridge – Ms. Kejick
That the Report be received and filed.
Carried.

5.02 Delegations and Petitions

5.03 Business Arising **- From Previous Delegation** **- From Board Agenda**

- a) Community Use of Schools

Trustee Ross spoke to this, stating that in August, the Board suspended Community Use of Schools, and indicated at that time that the matter would be revisited in December.

Several Trustees spoke against Community Use of schools, noting that now is not a good time to reinstate this program and increase traffic in Division facilities, especially since COVID-19 cases are expected to surge in Manitoba and the risks of the Omicron variant are still unknown. The Division's primary responsibility is to ensure the well-being of students and staff.

The Board agreed to continue suspension of Community Use of Schools, adding that should Provincial Health Orders change, the Board will revisit this matter at that time.

- MSBA Matters

- a) e-bulletin – November 24, 2021
- b) Manitoba Government Announces Public Engagement for Budget 2022
- c) Manitoba Government Announces Public Engagement Online Survey Now Live
- d) e-bulletin – December 8, 2021

5.04 Public Inquiries (max. 15 minutes)

5.05 Motions

5.06 Bylaws

5.07 Giving of Notice

5.08 Trustee Inquiries

Trustee Foley:

- a) What was the enrolment in Neelin's Spanish Program for the past three (3) years, and at Vincent Massey for the last three (3) years in which these courses were offered there?

- b) Of the students currently enrolled in Neelin's Spanish courses, how many are students who take most of their courses at Vincent Massey? How many are students whose home school is Crocus Plains?
- c) Have Brandon School Division and the City of Brandon ever had discussions regarding transit passes for students, and if so, what was the outcome?

The Board agreed to refer these inquiries to Senior Administration for future response.

6.00 ANNOUNCEMENTS

Trustee Ross took a moment to wish everyone a happy holiday season.

- a) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 7:30 p.m. (public), Monday, January 10, 2022, 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

Mr. Murray – Ms. Letain

That the Board do now adjourn (8:10 p.m.)

Carried.

Chairperson

Secretary-Treasurer

Kerri Lynn Gudz

Brandon School Division
Mr. Denis Labossiere and Board of Trustees
1031 6th Street
Brandon, MB
R7A 4K5

January 1, 2022

Dear Mr. Labossiere and Brandon School Division Board of Trustees;

Brandon School Division has proven itself as a leader – with a proven commitment to students’ health and education through a professional commitment to clear, timely communication, demonstrated and active leadership, creative problem solving and planning, adapting, pivoting, and rising to the challenges that the Covid-19 pandemic has created. You have shown a commitment to providing students with online capabilities, tools, creative problem solving in spite of limited dollars, resources, and supports. As a parent, taxpayer and citizen of Brandon – thank you. I know that none of this has been easy.

As a parent of three children – one a graduate of the Neelin class of 2021, another who is currently a Neelin student and a third who is an École Harrison student – none of this has been easy – for any of us. I am saying that as a parent and a human who has multiple opportunities, privileges, and supports – and I say that much of the past nearly 2 years has not been easy – we are fine, but not thriving for a lot of that time - and particularly my children. I am sure this holds true for most, and many worse than not thriving – and have significant concern for all our children and what they have missed - life moments and developmentally – socially, mentally, physically, and emotionally. This has changed their lives – and in turn all our lives – as it has changed the societal trajectory. Some positives I am sure have come of this, such as learned and acquired resiliency, adapting, creative learning solutions, problem-solving, etc. but there are many areas of concern.

School is to be the one place that ALL children can come to feel part of a community, safe, and valued. Brandon School Division’s own vision statement is: “to be a centre of educational excellence, built on community partnerships, effective leadership and exemplary practices”. The Brandon School Division Mission: “strives to enable each student to achieve maximum intellectual, emotional, social and physical growth.” I am unclear how this can still be the case when not all School/Division staff are required/mandated as condition of employment to be fully-vaccinated as led and recommended by Public Health and proven by science as exemplary practice.

The City of Brandon has mandated all City staff to be fully vaccinated as of January 11, 2022 – not just those in contact with the public, but all staff. Maple Leaf Foods has just mandated vaccination for all employees by March 2022. This is smart business. It demonstrates concern for others – their publics, co-workers, and our community as a whole. I am an employee at Parkinson Canada, a National charitable organization, of which almost all staff are still working from home across Canada. All staff and volunteers for Parkinson Canada must provide proof of vaccination by January 24, 2022. Hockey Manitoba has mandated all volunteers, members, officials, and attendees be fully-vaccinated. There is a higher expectation of volunteers, to create safe and healthy spaces for all, for an activity that is an option. Yet, not in a school.

I am disappointed and frustrated that this falls to the School Division level for decision making – but that is the responsibility of wanting to have local decision-making and say in how BSD operates (as many of us strongly opposed the structure and changes proposed in Bill-64). I am disheartened that Educators and Divisional staff who have chosen to have such an opportunity to influence and play a role in children's lives – and ultimately in our society – choose to not consider controlling what they can to protect not only the school community, but the community at-large, when many things are out of control.

Dollars and funding are being cut, and will likely only continue in that vein – why spend money and valuable resources on what can be some preventable testing, sick days, lost work, decreased productivity and fewer teaching days? It is good business-sense – and ultimately protects and values children and their safe spaces, education, and wellness. Schools exist – for the children. What is the message to the children – why we mandate safer spaces for some and not all – in the one space that should be safe for all children? I hear and see why Educators and Division staff are frustrated with the lack of resources – then they need to all step up and be a part of the solution - to lead, control the controllables – which is done thru vaccines. You cannot ask kids, families and citizens to support and be on-board when some staff are not. Schools are integral to all our wellness and success as a society – please ensure that we then expect all involved to insure their wellness. It is up to us as the adult decision-makers to keep ALL the children safe while they are at school, and you as elected officials and community leaders to represent our community and its' constituents in our best interest.

Sincerely,

Kerri Lynn Gudz

Cc: Mr. Gustafson
Ms. Gilleshammer
Mr. Zilkey



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

January 10, 2022

A. Administrative Information

I. CELEBRATIONS

1. FOOD DRIVE

The Youth in Philanthropy group at Vincent Massey High School held their first *Stuff the Bus* food drive in December. Non-perishable food items and hygiene products were donated by students and staff. The items were then loaded into two school buses and delivered by the students to Samaritan House Ministries in Brandon.

With over 1200 pounds of non-perishable goods donated, this worthwhile endeavour was a great success and a positive experience for all involved.

2. DISTRIBUTION OF RAPID ANTIGEN TEST KITS

On the last day of classes before the winter break, Brandon School Division staff from across the Division worked collectively to ensure that the rapid antigen test kits received from the province were made available to students in Kindergarten to Grade 6. The test kits were received on the morning of December 22nd, and by the end of the day 24,000 tests had been divided into 4,000 kits for students at K-8 schools.

II. SUSPENSIONS

| <u>SCHOOL</u> | <u>NO./STUDENTS</u> | <u>INAPPROPRIATE BEHAVIOUR</u> | <u>ASSAULTIVE BEHAVIOUR</u> | <u>DRUGS AND ALCOHOL</u> |
|---------------|---------------------|------------------------------------|---------------------------------|------------------------------|
| Elementary | 2 total | 2 | 1 | - |
| High School | 17 total | 14 | 2 | 1 |
| | | *2 vaping | *0 weapons | |

* Infractions may fall under more than one category.

“Accepting the Challenge”

III. COMMUNITY CONNECTIONS

The following community connections were made by Senior Administration:

- December 6, 2021 – Brandon University Education Department Substitute Teacher Information Session – Jon Zilkey
- December 6, 2021 – Enhanced School-Based Mental Health and Addictions Supports Initiative Meeting – Susan Gilleshammer
- December 7, 2021 - Brandon University Education Department Substitute Teacher Information Session – Jon Zilkey
- December 7, 2021 – École New Era School – Jon Zilkey
- December 7, 2021 – Manitoba Association of School Superintendents - Finance and Legislation Committee – Mathew Gustafson
- December 8, 2021 – meeting with Karen Hargreaves, Dean, School of Health & Human Services, Assiniboine Community College – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer
- December 8, 2021 – meeting with Dr. Shelley Kokorudz, Department of Education, Brandon University – Mathew Gustafson
- December 9, 2021 – Maryland Park School – Mathew Gustafson
- December 10, 2021 – meeting with Cale Dunbar, President, Brandon Teachers' Association – Mathew Gustafson
- December 13, 2021 – meeting with Dr. Aloysius Anyichie, Department of Education, Brandon University – Mathew Gustafson, Jon Zilkey
- December 13, 2021 – Principal Learning Network – Mathew Gustafson
- December 14, 2021 – meeting with Christina Moody, Assistant Deputy Minister, Manitoba Education – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer
- December 15, 2021 – École secondaire Neelin High School – Mathew Gustafson
- December 16, 2021 – meeting with Westman Immigrant Services – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer
- December 17, 2021 – Southwest Superintendents Meeting with Deputy Minister Dana Rudy – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer
- December 17, 2021 – Manitoba Education stakeholder meeting/update on public health – Mathew Gustafson
- January 5, 2022 – Manitoba Education stakeholder meeting/update on public health – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer

IV. INFORMATION ITEMS

1. MANITOBA EDUCATION CORRESPONDENCE

I LOVE TO READ MONTH

For InformationM. Gustafson

Correspondence has been received from Honourable Cliff Cullen, Minister of Education, proclaiming February 2022 as “I Love to Read Month”. This proclamation is intended to increase public awareness of the joys and benefits of reading and the importance of literacy learning through life. It provides an opportunity to promote and celebrate reading in all the ways that it happens within the classroom and beyond. The valuable work that schools are doing in these unprecedented times is acknowledged.

PROVINCIAL COMMITTEE PARTICIPATION

For InformationM. Gustafson

The following Brandon School Division teachers have been selected to participate on Manitoba Education committees:

- Technical-Vocational Education Curriculum Revision Committees

Collision Repair and Refinishing Technology

Carl DeCosse, Crocus Plains Regional Secondary School

Culinary Arts

Derek May, Crocus Plains Regional Secondary School

Hairstyling

Angie Doherty, Crocus Plains Regional Secondary School

- Senior Years English as an Additional Language (EAL) Literacy Course Development Committee
Lynn Nicol, Crocus Plains Regional Secondary School
- Technology Education/Early Childhood Education (ECE) Curriculum Development Committee
Stacey Busch, Crocus Plains Regional Secondary School

FRENCH SECOND LANGUAGE REVITALIZATION PROGRAM

For InformationM. Gustafson

Correspondence has been received from Honourable Cliff Cullen, Minister of Education, advising that Brandon School Division will receive a financial contribution in the amount of \$48,840.00. These funds are provided under the

French Second Language Revitalization Program for 2021/2022, for projects at five schools in the Division, as well as a Divisional project.

DEVELOPMENT OF A NEW KINDERGARTEN TO GRADE 12 EDUCATION FUNDING MODEL

For InformationM. Gustafson

Correspondence has been received from Vince Mariani, Project Lead, regarding the November 18, 2021 Manitoba government announcement that it was beginning the work to redevelop the education funding model. This work includes the establishment of a consultation team to guide the development of a new Kindergarten to Grade 12 education funding model.

At this time, school divisions are asked to begin thinking and working in anticipation of upcoming engagement activities. School divisions will have an opportunity to present submissions including a written brief. The anticipated timeline for submissions and presentations is February 1, 2022. Further information will follow with details regarding the process, submissions, and confirmed timelines. A discussion paper that frames all written submissions and presentations will be publicly available.

CORRESPONDENCE FROM THE MINISTER OF EDUCATION

For InformationM. Gustafson

Correspondence has been received from Honourable Cliff Cullen, Minister of Education, thanking all students, teachers, school staff, school leaders, school divisions, parents, and caregivers for their assistance in ensuring schools have been safe and open to in-class learning since September 2021.

Public Health and Education officials have recommended an extension to the school winter break by two days, to allow public health officials more time to assess the effects of the Omicron variant in Manitoba, and what changes might be needed for the return to school in January.

Rapid test kits have been provided on a voluntary basis for students in Kindergarten to Grade 6 as an additional tool to provide peace of mind to parents and caregivers.

COMMUNITY SCHOOLS PROGRAM

For InformationD. Labossiere

Correspondence has been received from Honourable Cliff Cullen, Minister of Education, advising that Brandon School Division has been provided with a grant in the amount of \$160,000.00. These funds are provided toward the 2021/2022 participation of George Fitton School and École New Era School in Manitoba Education's Community School Program.

The Community School Program enhances the capacity of schools as hubs within communities to strategically gather and deploy school-community resources and services in ways that enhance the impact of effective classroom instruction and help attain better educational, health, and social outcomes for students and families. Approximately 70 percent of community school funding is intended for the school's designated community connector or support worker. Community connectors are an essential feature of the community school philosophy, mobilizing resources and working with families to promote student well-being, attendance, engagement, and academic success.

2. ADMINISTRATIVE PROCEDURE 4025 – DISTANCE LEARNING

For InformationJ. Zilkey

Administrative Procedure 4025 – Distance Learning has been updated and renamed to align with Manitoba Education updates. Please see Appendix A.

V. PRESENTATIONS

1. GRADUATION RATE REPORT

For InformationM. Gustafson, J. Zilkey

Mathew Gustafson, Superintendent/Chief Executive Officer, and Jon Zilkey, Assistant Superintendent – Curriculum, Continuous Improvement, and Human Resources, will provide a report on the Brandon School Division graduation rate for 2020-2021.

2. BRANDON SCHOOL DIVISION UPDATE REGARDING RECENT PROVINCIAL ANNOUNCEMENTS RELATED TO THE COVID-19 PANDEMIC

For InformationM. Gustafson

Mathew Gustafson, Superintendent/Chief Executive Officer, will provide an update as to plans to support student learning for the week of January 10 – 14th, and planning in place for January 17th and beyond.

3. VENTILATION UPDATE

For InformationM. Gustafson

Mathew Gustafson, Superintendent/Chief Executive Officer will provide an update on ventilation and monitoring measures in Brandon School Division.

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

RESPONSE TO TRUSTEE INQUIRY:

TRUSTEE EKENNA REQUESTED INFORMATION ON THE USE OF THERMOSES OR WAYS FOR STUDENTS IN KINDERGARTEN TO GRADE 8 TO BE ABLE TO HAVE HOT LUNCHES. THE FOLLOWING REPORT PROVIDES INFORMATION TO THE REQUEST.

For InformationS. Gilleshammer

The Brandon School Division has reached out to the United Way of Brandon who will add thermoses to their recommended school supply donation list for their Tools for Schools campaign. These thermoses would be distributed to students in September.

Grades 9 to 12 Youth in Philanthropy and Student Council Leaders are willing to organize thermos donation drives to then donate the thermoses to the United Way. A one-page information sheet has been created to help guide the purchase and use of thermoses being donated.

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**



Administrative Procedure 4025

Distance Learning

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

Administrative Procedures Cross Reference:

Form Cross Reference:

Legal/Regulatory Reference:

[Manitoba Education-Distance Learning](#)

Date Adopted: July 2004

Amended: December 2021

When a course is not offered in the Brandon School Division, the student may choose to enroll in an online course as outlined in [Manitoba Education-Distance Learning](#) through:

- [InformNet](#) or
- [Teacher Mediated Option \(TMO\)](#)

The Division shall reimburse the student for the costs of registration, lessons, tests and tuition as set forth in Departmental regulations, provided that:

1. the said course is required to complete the grade;
2. the School Leader has approved the enrolment of the student in the course; and
3. proof of successful completion of the course is provided to the Superintendent/CEO or designate by the student.



BRANDON SCHOOL DIVISION

Education and Community Relations Committee Minutes

Monday, December 13, 2021 – 6:00 p.m.
Boardroom, Administration Office

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

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

1. COMMITTEE ITEMS

A. Land Acknowledgement Proposal

Mr. Jon Zilkey, Assistant Superintendent, spoke to this item, noting that the Brandon School Division has been considering Land Acknowledgement signs in every Division building, to recognize the land the buildings are on, and what that might look like in terms of the acknowledgement and design.

Discussion took place regarding the importance of acknowledging the land Division buildings are on, and the possible change from acknowledging both the languages and land, to Land Acknowledgement only. Mr. Zilkey advised that there will be a narrative and Professional Development to go along with the plaques.

Senior Administration will work with various stakeholders to draft a Land Acknowledgement, work on a narrative for the plaque, and look at possible revisions to the current acknowledgement. An update on this work will be provided at a future Committee meeting.

Respectfully submitted,

C. Ekenna



BRANDON SCHOOL DIVISION

Finance and Facilities Committee Minutes

Monday, December 13, 2021 – 6:00 p.m.
Boardroom, Administration Office

Present:

S. Bambridge
B. Foley
J. Gobeil
L. Letain
L. Ross

C. Ekenna (by phone)
K. Fallis
D. Kejick
J. Murray (by phone)

Also Present:

D. Labossiere
M. Gustafson
S. Gilleshammer
J. Zilkey

Regrets:

1. COMMITTEE ITEMS

A. Ameresco Report

Mr. Denis Labossiere, Secretary-Treasurer, spoke to this item and noted that this year's Ameresco (facility) report shows \$60 million in deferred costs required in the next five years. He reviewed the report and the items listed as high priority in the next five years, which amount to \$9.1 million, of which \$1.8 million would be funded by Brandon School Division and \$7.3 million funded by Central Services. Mr. Labossiere indicated that several of the large capital projects such as roof and heating system replacements are on the Division's 5-Year Capital Plan submitted to Central Services and that some of the capital projects have begun and are either at design or tender stages.

The Secretary-Treasurer added that there are several items on the list for the Division Administration Office, which are fully funded by the Division. The Division is also currently awaiting a Building Feasibility Report for the Administration Office.

Trustees asked questions for clarification.

B. Request for Proposal – Auditing Services

The Secretary-Treasurer reviewed his Memo to the Committee and the results of the Auditing Services Tender.

The Committee agreed to the recommendation as presented.

Recommendation

That the Proposal from BDO Canada LLP for auditing services for the period of five (5) years commencing with the 2021-2022 audit in the amount of \$99,567 (plus applicable taxes) be accepted.

C. Confirm Payments of Account (November)

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

The reports were accepted as circulated.

2. OPERATIONS INFORMATION

- The Secretary-Treasurer provided an update on the following:
 - i. J.R. Reid School – Steam Boiler System Replacement
 - ii. Brandon Schools Instrumental Music Association (BSIMA) Funding Allotment Request
 - iii. Letter received from Division Solicitor

Respectfully submitted,

K. Fallis



Appendix 'B'

e-bulletin

December 22, 2021

MANITOBA
School Boards
ASSOCIATION

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CONVENTION AWARDS UPDATE

The Provincial Executive has made the decision to pause the presentation of the 2022 Student Citizenship Awards. MSBA will be surveying the membership in 2022 to look at new ideas for a refreshed program. Watch for this survey and the return of these popular Awards in 2023!



A tradition that will still be an integral part of the 2022 program is the recognition of long-serving trustees and the presentation of the Presidents' Council Award. To download the forms, click [here](#). Deadline for nominations is Friday, February 4, 2022.

BUDGET DISCUSSION TIPS

Budget discussions are about to or have already started. Has your board considered advertising the myschoolboard.ca page through its social media channels in advance of a virtual meeting? MSBA encourages all school boards in this budget season to promote general awareness of opportunities for citizens province-wide to access any such virtual meetings that might be taking place.



NEW PROGRAM TO SUPPORT ELDERS & KNOWLEDGE KEEPERS IN SCHOOLS

A [new pilot project](#) launched by the Province of Manitoba is helping to bring Indigenous cultures, histories and values into Manitoba schools by engaging with elders and knowledge keepers.

Through the program, elders and knowledge keepers will provide mentorship on traditional teachings; support the development and delivery of teaching content; enhance the connection between families and schools; and provide support to help reduce anti-Indigenous bias and racism.

The pilot program will be offered at 33 schools in the following school divisions: Flin Flon, Fort La Bosse, Frontier, Hanover, Lord Selkirk, Mountain View, Pembina Trails, Portage la Prairie, Prairie Rose, St. James-Assiniboia, and the School District of Mystery Lake.

For additional information on Indigenous inclusion in education and the Elders and Knowledge Keepers in Schools Initiative, visit <https://edu.gov.mb.ca/iid/index.html>.

Indigenous Inclusion
Directorate



THE 2022 PRIME MINISTER'S AWARDS FOR TEACHING EXCELLENCE

Nominations are open for the Prime Minister's Awards for Teaching Excellence in the following two categories:

1. The Prime Minister's Awards for Teaching Excellence

These awards honour outstanding and innovative elementary and secondary school teachers in all disciplines for their remarkable educational achievements and for their commitment to preparing their students for a digital and innovation-based economy.

2. The Prime Minister's Awards for Teaching Excellence in STEM

These awards recognize inspirational Science, Technology, Engineering, and Mathematics (STEM) teachers at the elementary or secondary school level who keep students engaged in STEM learning and who help develop the culture of innovation that Canada needs today, and in the future.

Take this opportunity to recognize an inspirational educator in your school division today! To learn more about the nomination process, visit the [awards website](#). Deadline to apply is February 8, 2022.

MAKE A DIFFERENCE VOLUNTEER AWARDS

Now is the time to [nominate](#) an outstanding individual, a not-for-profit organization, a social enterprise or a socially responsible business who has made a significant contribution to improving the lives of others in their community through volunteering. Help them get the recognition they deserve.



[Canada's Volunteer Awards](#) is a federal recognition program under the Department of Employment and Social Development Canada that acknowledges the important contributions of Canadians through volunteering. The Awards are about people working in partnerships to find new solutions to strengthen our country. The nomination period is officially open and will run until March 4, 2022.

This is the last e-bulletin of the year. Stay safe and be well. See you in 2022!

2022

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