



# BRANDON SCHOOL DIVISION

February 24, 2023

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

TO BE HELD MONDAY, FEBRUARY 27, 2023  
6:00 P.M. (In-Camera) 7:30 P.M. (Public)

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere  
Secretary-Treasurer

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## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

#### 1.02 Adoption of Minutes of Previous Meetings

- a) Board Meeting, February 13, 2023.  
Adopt.
- b) Budget Deliberations, February 21, 2023.  
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**

- a) Trustee Linda Ross, Board Chairperson, presenting the tentative 2023-2024 Operating Budget.
- b) Public Budget Consultation and Feedback

**3.02 Communications for Information****3.03 Communications for Action**

- a) Mr. Mark Frison, President, Assiniboine Community College (ACC), February 12, 2023, requesting that the Board of Trustees consider reinstating funding for the Comprehensive Health Care Aide program. He notes that the program had been in place for more than a decade between Assiniboine Community College and the Brandon School Division. It allowed students to graduate simultaneously with the high school diploma and a college credential.

He adds that the program has historically had high demand from students and understands that it was particularly well subscribed by newcomers, first generation Canadians, and students from lower income families, some of whom might not otherwise have the opportunity to obtain a post-secondary education. The program prepares people for an occupation that is in very high demand in the health system, and employment post-graduation is virtually guaranteed for those who chose to pursue a career in the occupation, including right here in Brandon, Manitoba.

From his perspective, this program represents an opportunity for Brandon School Division to illustrate its support for programs that have typically benefited a larger proportion of students from lower income families. This signal of your commitment to equity matters. (Appendix 'A')

Refer Business Arising.

- b) Mr. Brian Schoonbaert, CEO, Prairie Mountain Health (PMH), February 21, 2023, supporting Mark Frison's letter requesting consideration in reinstating funding for the Comprehensive Health Care Aide Program. He notes that this program is designed to help students from lower income families who may not have the means to obtain a post-secondary education to pursue a career in healthcare. He adds that throughout the province, all Regional Health Authorities face health human resources recruitment and retention challenges, and PMH continues to employ strategies to increase and retain employees, and this Health Care Aide program is extremely important to our region as it prepares people for an occupation that is vital to health service delivery. He asks that the

Board of Trustees reconsider the decision and make this program an educational priority.  
(Appendix 'B')  
Refer Business Arising.

#### **4.00 REPORT OF SENIOR ADMINISTRATION**

##### **- From Report of Senior Administration**

- a) Review Report of Senior Administration – February 27, 2023.

#### **5.00 GOVERNANCE MATTERS**

##### **5.01 Reports of Committees**

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

##### **5.02 Delegations and Petitions (Max. 15 minutes)**

##### **5.03 Business Arising**

##### **- From Previous Delegation**

##### **- From Board Agenda**

- a) Correspondence from Mark Frison, President, Assiniboine Community College, requesting the Board reinstate the Comprehensive Health Care Aide program.
- b) Correspondence from Brian Schoonbaert, CEO, Prairie Mountain Health, supporting Mark Frison's request that the Board reinstate the Comprehensive Health Care Aide program.

##### **- MSBA Issues**

- a) e-bulletin – February 22, 2023 (Appendix 'C')

##### **5.04 Public Inquiries (Max. 15 Mins)**

##### **5.05 Motions**

- 06/2023 That the Auditor's Engagement Letters regarding the Audits for the fiscal year ended June 30, 2023, the 2022 Public Sector Compensation Disclosure Report, and the Asset Retirement Obligations (ARO) for the period ending March 31, 2023, between the Brandon School Division and BDO Canada LLP, Chartered Accounts, be approved and that the Secretary-Treasurer be authorized to affix his signature thereto.
- 07/2023 That the proposal from Powerland in the amount of \$101,505.52 (including taxes) to supply and replace two (2) network Firewalls and three years of support funded through the 2022-2023 Operating Budget, 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, March 13, 2023, Boardroom.
- b) Upcoming Budget Date:
  - Final Budget Approval – 7:30 p.m., Monday, March 6, 2023, 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, FEBRUARY 13, 2023.

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

**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 6:05 p.m.

## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

Senior Administration added four (4) items for In-Camera.

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

#### 1.02 Adoption of Minutes of Previous Meetings

a) The Minutes of the Board Meeting held January 23, 2023 were circulated.

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

Mr. Ekenna – Mr. Ross  
That the Board do now resolve into Committee of the Whole In-Camera. (6:07 p.m.)  
Carried.

**2.00 IN CAMERA DISCUSSION (COMMITTEE OF THE WHOLE):****2.01 Student Issues****- Reports**

- a) Mr. Jon Zilkey, Assistant Superintendent, provided an update on a Student Matter and answered Trustee questions.

**- Trustee Inquiries****2.02 Personnel Matters****- Reports**

- b) Staffing Activity Report was presented.
- c) Mr. Mathew Gustafson, Superintendent/CEO, provided information on a Personnel Matter and answered Trustee questions.

**- Trustee Inquiries****2.03 Property Matters/Tenders****- Reports****- Trustee Inquiries****2.04 Board Operations****- Reports**

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

**- Trustee Inquiries**

Ms. Cramer – Mr. Gobeil

That the Committee of the Whole In-Camera do now resolve into Board. (7:25 p.m.)

Carried.

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

**3.00 PRESENTATIONS AND COMMUNICATIONS:****3.01 Presentations For Information****3.02 Communications For Information****3.03 Communications For Action****4.00 REPORT OF SENIOR ADMINISTRATION**

Mr. Mathew Gustafson, Superintendent/CEO, provided highlights on the following items from the February 13, 2023 Report of Senior Administration:

## A) Administrative Information

- Celebrations:
  - Collision Repair Project – Souris-Glenwood Outdoor Pool and Park Frog Slide, students and staff, Crocus Plains Regional Secondary School
  - Neelin Choirs – “O Love” concert March 15, 2023, 7:30 p.m. at First Presbyterian Church.
  - 2023-2024 Grade 9 Registration Information Meetings
- Information Items:
  - Correspondence from Manitoba Education and Early Childhood Learning
    - 2023-2024 School Year Calendar
    - Arts Education Grant Program
    - Teacher and Staff Appreciation Week – February 6 to 10, 2023
    - International Development Week – February 5 to 11, 2023
    - I Love to Read Month
    - Black History Month
    - Manitoba Inclusive Education Month
  - Suspension Report – Semester One: 2022/2023, 2021/2022, 2020/2021
  - 2023-2024 French Immersion Kindergarten Registration Summary
  - 2023-2024 St. Augustine School Kindergarten Registration Summary
- Presentations:
  - Brandon School Division Continuous Improvement Video Series – Chapters One and Two – M. Gustafson

Trustees asked questions for clarification.

Mr. Murray – Ms. Fallis

That the February 13, 2023 Report of Senior Administration be received and filed.

Carried.

## **5.00 GOVERNANCE MATTERS**

### **5.01 Reports of Committees**

- a) Education and Community Relations Committee Meeting  
The written report of the Education and Community Relations Committee meeting held on January 23, 2023 was circulated.

Mr. Ekenna – Mr. Ross

That the Report be received and filed.

Carried.

- b) Finance and Facilities Committee Meeting  
The written report of the Finance and Facilities Committee meeting held on January 23, 2023 was circulated.

Mr. Foley – Mr. Gobeil

That the Report be received and filed.

Carried.

- c) Personnel and Policy Committee Meeting  
The written report of the Personnel and Policy Committee meeting held on January 23, 2023 was circulated.

Ms. Sieklicki – Ms. Fallis  
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 – January 25, 2023
- b) e-bulletin – February 8, 2023

## **5.04 Public Inquiries (max. 15 minutes)**

### **5.05 Motions**

- 04/2023 Mr. Foley – Mr. Ekenna  
That Trustees be paid the appropriate indemnity for attending Budget Deliberations on February 21, 2023.

Carried.

- 05/2023 Mr. Ekenna – Ms. Sieklicki  
That Trustees be paid the appropriate indemnity for attending the Manitoba School Boards Association 2023 Convention to be held March 16 and 17, 2023 at the Delta Hotel, Winnipeg, Manitoba.

Carried.

## **5.06 Bylaws**

## **5.07 Giving of Notice**

## **5.08 Trustee Inquiries**

## **6.00 ANNOUNCEMENTS**

- a) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 7:30 p.m. (public), Monday, February 27, 2023, Boardroom.
- b) Upcoming Budget Dates:
  - Budget Presentation and Budget Deliberations – 10:00 a.m. – Public Portion, (9:00 a.m. – In-Camera Portion), Tuesday, February 21, 2023, Boardroom.
  - Public Budget Presentation/Consultation/Feedback – 7:30 p.m., Monday, February 27, 2023, Boardroom.
  - Final Budget Approval – 7:30 p.m., Monday, March 6, 2023, 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>

Ms. Fallis – Mr. Ross

That the Board do now resolve into Committee of the Whole In-Camera. (8:29 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA (8:30 p.m.)

(Trustee Foley exited the meeting at 9:19 p.m. and returned at 9:21 p.m.)

Ms. Sieklicki – Mr. Murray

That the Committee of the Whole In-Camera do now resolve into Board. (9:27 p.m.)

Carried.

**7.00 ADJOURNMENT**

Ms. Fallis – Mr. Gobeil

That the Board do now adjourn (9:27 p.m.)

Carried.

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Chairperson

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Secretary-Treasurer



# BRANDON SCHOOL DIVISION

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES, THE BRANDON SCHOOL DIVISION, HELD IN THE J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE, 1031 - 6TH STREET, BRANDON, MANITOBA AT 9:00 A.M., TUESDAY, FEBRUARY 21, 2023.

**TRUSTEES PRESENT:**

L. Ross, Chairperson	
J. Murray, Vice-Chairperson	
C. Cramer	C. Ekenna
K. Fallis	B. Foley
J. Murray	D. Ross

**ALSO PRESENT:**

- D. Labossiere, Secretary-Treasurer
- M. Gustafson, Superintendent / CEO
- S. Gilleshammer, Assistant Superintendent
- J. Zilkey, Assistant Superintendent
- E. Jamora, Assistant Secretary-Treasurer
- B. Sangster, Recording Secretary
- T. Curtis, Video Streaming Operator

**REGRETS:** B. Sieklicki

The Board met In-Camera from 9:00 a.m. to 9:51 a.m.

**CALL:**

The Chairperson called the meeting to order at 10:03 a.m. and referred to the Call.

The meeting had been called for the purpose of considering the following:

- A. 2023-2024 Preliminary Budget Presentation
- B. Budget Deliberations for 2023-2024

Dr. Linda Ross, Chairperson, welcomed everyone to the meeting and provided opening remarks. She noted that this is one of the most important things that the Board of Trustees does in the course of a year. The Board spends a lot of time on Budget and a lot of time in preparation, so we are ready to get down to the work. She spoke on the increase in funding the Division received from the Province this year and while it's very welcome, she reminded everyone that although it is an increase in funding, over the last couple of years the Board has made substantial cuts to the budget and so what this increase will do is perhaps help us in recovering some of that loss but it doesn't put us overall in a positive position over where we were a couple of years ago.

Mr. Mathew Gustafson, Superintendent/CEO, also provided remarks. He noted that in preparation for the 2023-2024 Budget Deliberations, he reflected on the Division over the last decade and a half. Over the last 15 years, Brandon School Division has increased from 7,218 students to 9,366. That equates to 2,148 more students or a 29.8% increase in enrolment. During that time, the Division experienced increasing demands and expectations in meeting the academic and social emotional needs of the

students in our care. Brandon School Division has been able to meet these challenges through the Board of Trustees' focus on the student.

The information you are about to receive from Mr. Denis Labossiere, Secretary-Treasurer, and Ms. Eunice Jamora, Assistant Secretary-Treasurer, will show that we are in a much different preliminary budget situation in comparison to last year. However, it should be noted that the factors impacting our Division are greater than ever.

BSD has experienced a single year enrolment growth of 328 students. This represents a larger number of students than 11 of our schools' current enrolment.

Demand for supports for students and families have increased not only from enrolment growth but also due to increasing frequency of student needs as well as the impact of the pandemic on our students.

The delivery of educational services for students is facing increasing demands to our infrastructure such as the integration of required technology, upgrades for accessibility and WSH requirements, as well as the maintenance of buildings whose age difference spans 114 years.

All of this occurs with the backdrop of the highest inflationary costs in many years.

Senior Administration understands that not all areas of need can be addressed. We acknowledge the difficult decisions ahead of you today. These deliberations are directly connected to the stability of the division and ability of the division to respond to the needs of our students and families.

On behalf of the Division, he wished Trustees well in their deliberations and thanked them for their efforts.

#### A) 2023-2024 Preliminary Budget Presentation

Mr. Denis Labossiere, Secretary-Treasurer, indicated that the purpose of his presentation and corresponding document was to provide information for the Brandon School Division Board of Trustees regarding the 2022-2023 Operating Budget. The Preliminary Financial Budget 2023-2024 document was circulated to Trustees.

The Secretary-Treasurer indicated the outline he would be following:

- Budget Development Process
- Preliminary 2023-2024 Operating Budget
- Budget Requests
- Special Requirement / Levy
- Next Steps

Mr. Labossiere noted that the objective of Budget Deliberations is to give tentative approval to the final budget. The local municipalities must be advised of the Division's Special Levy for 2023 on or before March 15, 2023. He added that the 2023-2024 Preliminary Operating Budget had been prepared in accordance with Board direction, along with funding received from the Provincial Government as communicated by the Minister of Education and Early Childhood Learning on February 2, 2023. The budget requests totalling \$146,000 are not included in the budget totals and would therefore be add-ons. Mr. Labossiere advised that the Preliminary Budget reflects total operating expenditures of \$121.6 million for 2023-2024. Current budget estimates reflect a surplus of \$518,639 after applying a 2% increase for the special requirement. The document has been prepared to reflect the operations of the

Division, and the policies and directions and decisions made by the Board of Trustees to date, are subject to any further direction the Board of Trustees may give.

The Secretary-Treasurer highlighted the factors impacting the budget considerations and also provided details regarding the budget development process and the directions provided by the Board to Senior Administration. Mr. Labossiere reviewed how the Division compared to the Manitoba Provincial Average and similar divisions such as St. James and Seven Oaks using the 2021-2022 Provincial FRAME Budget Report. He spoke to enrollment and the development of the staffing budget. Mr. Labossiere provided detailed information regarding the current status of the accumulated surplus and the capital reserve accounts.

He reviewed the changes in the revenue sources and expenditures and also reviewed inflationary increases built into budget.

Mr. Labossiere reviewed the Special Requirement, the effect of the School Year Budget on the Special Levy, and the Budget Requests. He indicated that with the freeze on the Special Levy and a 4.53% increase in school assessment, there is a \$27.22 (1.56%) decrease in annual school taxes for a home assessed at \$277,800.

The Secretary-Treasurer concluded that the 2023-2024 Operating Budget was now the Board's Budget to deliberate and give tentative approval to the Operating Budget.

B) Budget Deliberations for 2023-2024

The Budget Requests recommended for consideration were presented as follows:

**Budget Requests:**

Trustee/Board Committee	\$ 0
Senior Administration Requests	\$146,000

**Total Senior Administration Budget Requests for 2022-2023: \$146,000**

The Budget Requests recommended by Senior Administration for consideration were discussed, with Trustees speaking for or against each recommended enhancement item with the following results:

a) Supervisor of Facilities – (1.0 FTE) – \$111,800 - **AGREED**

The Superintendent/CEO reviewed this budget request and the rationale for the request. Trustees asked questions for clarification and agreed unanimously to support this request, and to have it added to the budget.

b) HVAC Technician - \$34,200 – **AGREED**

Mr. Gustafson reviewed this Senior Administration Budget request and the rationale for the request. Trustees asked questions for clarification. Trustees agreed unanimously to support this request, and to have it added to the budget.

c) Replacement of School Paging Systems - \$100,000 – **AGREED (6-2)**

The Superintendent/CEO reviewed this budget request and the approximate costs and paging system priority listing by school, for a total of \$3.2 million. He indicated that Senior Administration left it up to the Board's discretion to allocate funds for this request, adding that these systems are used daily but are also critically important to the Division's risk response planning for evacuations, lockdowns, shelter in place and secure/hold.

Trustee Murray spoke to this item, supporting adding \$100,000 to the budget this year, and including a budget line for future years. Discussion took place regarding setting up a capital reserve, setting aside funds in budget, and using designated surplus to assist with funding the replacement of these systems. Trustees agreed to add \$100,000 to the budget in support of this request.

The Secretary-Treasurer indicated that the remaining surplus was at \$272,639 after approval of Senior Administration's budget requests. The Board asked Senior Administration to provide a listing of the 2020-2021 and 2021-2022 Budget Reductions for the Board's consideration.

The Board Chairperson reviewed the listing of potential areas where they could reinstate past budget reductions. Trustees reviewed the individual items, asked questions, provided feedback, and spoke for or against each item as follows:

**2022-2023 Reductions (for potential reinstatement)**

- a) Removal of Attendance Officer Position (**\$25,800**) – **not reinstated**
- b) Reconfiguration of High School Lunch Supervision (**\$2,700**) – **not reinstated**
- c) Reduce Professional Development for Support Staff by 2 days – **REVISED** to 1 day (**\$57,900**) – **not reinstated**
- d) 5% Reduction to School Learning Resources (**\$12,100**) – **not reinstated**

(Trustee Gobeil exited at 11:36 a.m. and returned at 11:38 a.m.)

**BREAK:** 11:41 a.m. to 12:53 p.m.

- e) Modular Classrooms (**\$56,400**) – **n/a**
- f) Fleet Vehicle – Truck (**\$50,000**) – **n/a**
- g) Elimination of Comprehensive Health Care Aide Program (**\$45,500**) – **not reinstated**
- h) 5% Reduction to Professional Development (**\$57,000**) – **not reinstated**
- i) Trustee Election Costs from Surplus (**\$47,900**) – **n/a**
- j) Replacing Director of Human Resources with a Supervisor of Human Resources (**\$49,300**) – **not reinstated**

**BREAK:** 1:22 p.m. to 1:46 p.m. (due to technical difficulties)

- k) Removal of MIST Administrative Assistant position **(\$47,400) – not reinstated**
- l) Shift Welcome Centre registration process to catchment area schools **(\$97,400) – not reinstated**
- m) Eliminate two (2) Specialist Positions and create one (1) continuous Improvement Administrator position - **Research and Evaluation Position (\$97,400): reinstated (1.0 FTE) – \$105,300**

(Trustee Gobeil exited at 1:53 p.m. and returned at 1:54 p.m.)

- n) Reduce one (1) Speech Language Pathologist position and one (1) Psychologist position (\$197,700) - **one (1) Psychologist Position: reinstated (1.0 FTE) - \$98,850**

The Board had initially approved reinstatement of both these specialist positions, however, after a review of approved items, Trustees removed the reinstatement of the Speech Language Pathologist position due a budget shortfall.

- o) Reduce Division Itinerant Reading Recovery positions **(\$73,000) – not reinstated**
- p) Removal of Augmentative Communication Education Assistant position **(\$30,600) – not reinstated**
- q) Removal of Human Resources Assistant position: **reinstated – (1.0 FTE) – \$61,400**
- r) Removal of Brandon Community Drug and Alcohol Education Coalition and Youth Revolution Program Coordinator position **(\$105,300) – not reinstated**

#### **2021-2022 Reductions (for potential reinstatement)**

- s) Budget Reductions:  
3 FTE Teachers (0.5 EAL Specialist, 0.5 French Specialist, 1.0 Literacy Specialist, 1.0 Career Education Coordinator), and \$445,100 budget line reductions **(\$720,500) – not reinstated**

**BREAK:** 2:41 p.m. to 2:57 p.m.

The Secretary-Treasurer advised the Board that the total of the approved budget requests and reinstated positions created a budget shortfall of \$100,400.

Trustee Murray noted that removing the \$100,000 for the Replacement of School Paging Systems would be the easiest way to balance the budget, but felt it needs to be addressed, and removing the funds does not solve the problem with the aging and failing paging systems. Trustee Fallis asked if Accumulated Surplus would be an option to cover the overage. Mr. Labossiere responded that Accumulated Surplus can be used, but the first item the Board needs to consider with Accumulated Surplus is setting aside funds in the School Bus reserve for the purchase of school buses.

After the Board revisited two items from earlier: the Speech Language Pathologist and Psychologist positions, Trustees agreed to reinstate only the Psychologist position, which results in a balanced budget.

Trustee Linda Ross noted that the Board had spent the better part of the day discussing \$500,000. The Brandon School Division has a budget of over \$100 million and received \$7 million more from the

Province over last year's funding. She wanted to point out that the majority of the additional money went to new positions, most of which are due to increasing enrolment. The net staffing increase for both teachers and support staff, before any of the items funded by the \$500,000, was 51.03 FTE positions. The Preliminary Operating Budget will provide for a total increase of 27.34 FTE teaching positions and that's due to an increase of 25.84 FTE positions due to enrolment. There is an increase of 1.5 FTE non-ratio positions due to grants and other funding. For support positions, the Preliminary Operating Budget provides for 23.69 FTE support staff positions based on staffing guidelines, enrolment growth along with grants and other funding. This results in an increase of 23.07 educational assistants and 0.62 custodial assistant. This equates to 51 positions overall, 27 of them are teaching positions, 23 are educational assistants, and 0.62 is custodial assistant. In addition to that, the Board reinstated positions that had to be removed in the past due to the fact that funding increases that we had received did not meet regular inflation, so the Division was in a deficit position. She felt the Board had wisely assigned the increase in funding the Division received from the province.

Trustee Fallis thanked Mr. Labossiere and his team for all the hard work they put in to give the Board a budget that they can work within. She asked that Mr. Labossiere pass thanks along to his staff.

Mr. Murray – Ms. Fallis

That the meeting do now adjourn 3:16 p.m.)

Carried.

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Chairperson

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Secretary-Treasurer

February 12, 2023

Board of Trustees  
Brandon School Division  
1031 – 6<sup>th</sup> Street  
Brandon MB R7A 4K5

Dear Members,

I write to you to ask for your consideration in reinstating funding for the Comprehensive Health Care Aide program that the previous elected school division board cut from the final budget of its term. I am hoping that this program can be made an educational priority as you consider this year's allocation of resources.

The program had been in place for more than a decade between Assiniboine Community College and the Brandon School Division. It allowed students to graduate simultaneously with the high school diploma and a college credential. The staff at Crocus Plains have been wonderful to work with on this partnership.

The program has historically had high demand from students. I understand it was particularly well subscribed by newcomers, first generation Canadians, and students from lower income families, some of whom might not otherwise have the opportunity to obtain a post-secondary education.

The program prepares people for an occupation that is in very high demand in the health system. Employment post-graduation is virtually guaranteed for those who chose to pursue a career in the occupation, including right here in Brandon, Manitoba.

In fact, one of the heart-warming stories of the pandemic was in 2020 when Manitoba Education suspended K-12 work placements, Prairie Mountain Health offered paid positions to the entire Crocus Plains class which allowed them to complete requirements for the program and enter the critical filled in paid positions right away.

The Brandon School Division supports many programs and activities at the secondary level which tend to have higher participation levels from those from families with above median income levels like French Immersion, Varsity Athletics, and Advanced Placement Programs. From my perspective, this program represents an opportunity for Brandon School Division to illustrate its support for programs that have typically benefited a larger proportion of students from lower income families. This signal of your commitment to equity matters.

Sincerely,

Mark Frison  
President, Assiniboine Community College

c. Brian Schoonbaert, CEO, Prairie Mountain Health  
Mathew Gustafson, Superintendent, Brandon School Division



February 21, 2023

## Appendix 'B'

Board of Trustees  
Brandon School Division  
1031-6<sup>th</sup> Street  
Brandon, MB R7A 4K5

Dear Members,

This letter is written in support of Mark Frison (President, Assiniboine Community College) letter dated February 12, 2023 requesting consideration in reinstating funding for the Comprehensive Health Care Aide program that was recently cut from the budget of its term.

As Mr. Frison mentioned in his letter this program has been in place for many years and has been in high demand from students as it prepares individuals for employment in the health system. Additionally, this program is designed to help students from lower income families who may not have the means to obtain a post-secondary education to pursue a career in healthcare.

Throughout the province, all Regional Health Authorities face health human resources recruitment and retention challenges. Prairie Mountain Health continues to employ strategies to increase and retain employees. One of the more successful strategies has been to support education opportunities within our region so that positions can be offered to these students to help fill our vacancies and maintain services. This Health Care Aide program is extremely important to our region as it prepares people for an occupation that is vital to health service delivery, right here in Brandon, Manitoba.

We would ask that you reconsider your decision and make this program an educational priority.

Sincerely,

Brian Schoonbaert,  
CEO, Prairie Mountain Health

cc: Mark Frison, President, Assiniboine Community College  
Mathew Gustafson, Superintendent, Brandon School Division



# BRANDON SCHOOL DIVISION

## Report of Senior Administration to the Board of Trustees

February 27, 2023

### A. Administrative Information

#### I. CELEBRATIONS

##### 1. **DONATION TO READING RECOVERY PROGRAM**

Brandon School Division is grateful to have received a generous donation of \$2,900.00 from the Canadian Online Giving Foundation through the generous support of TC Energy. This donation was made through Friends of Education to support Reading Recovery in Brandon School Division.

Kathie Sutherland, Reading Recovery Teacher Leader, notes that the donation will be used to support striving readers and writers in the Reading Recovery intervention, along with the specially trained teachers who work with them. Little books with suitable language and cultural relevance will be purchased for children to read, and a professional learning library will be established for teachers, so they can continue to deepen and refine their understanding of how young children learn to read and write.

##### 2. **VALLEYVIEW CENTENNIAL SCHOOL - CANCER CARE MANITOBA FUNDRAISER**

A student from Mrs. Perkins'/Mr. Friesen's Grade 7/8 class at Valleyview Centennial School organized two pop-up sales in January to raise money for Cancer Care Manitoba. Peyton and her classmates sold juice boxes during morning and afternoon recess; as a result, \$207.00 was raised in support of Cancer Care Manitoba.

##### 3. **CROCUS PLAINS REGIONAL SECONDARY SCHOOL - MAJOR PRODUCTION**

Crocus Plains Regional Secondary School is pleased to present *Nickelodeon – The Spongebob Musical* from April 13 -15, 2023 at the Western Manitoba Centennial Auditorium.

*“Accepting the Challenge”*

## II. SUSPENSIONS

<u>GRADE LEVEL</u>	<u>NUMBER OF STUDENTS SUSPENDED</u>	<u>CATEGORY: INAPPROPRIATE BEHAVIOUR</u>	<u>CATEGORY: ASSAULTIVE BEHAVIOUR</u>	<u>CATEGORY: DRUGS AND ALCOHOL</u>
K-8	1	-	1	-
9-12	35	22	8	9
		possession of weapons - 1  vaping - 1	use of weapons - 0	

Note: A suspension may involve more than one category.

## III. COMMUNITY CONNECTIONS AND SCHOOL VISITS

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

- February 9, 2023 – Tammy Tutkaluk, President, Brandon Teachers' Association – Mathew Gustafson
- February 9, 2023 – Mark Frison, President and CEO, Assiniboine Community College – Mathew Gustafson
- February 9, 2023 – Kevin Tacan, Indigenous Elder – Mathew Gustafson
- February 10, 2023 – Southwest Superintendents Group – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer
- February 13, 2023 – Leadership Development Committee – Mathew Gustafson
- February 14, 2023 – Royal Canadian Artillery Museum Board of Directors – Mathew Gustafson
- February 14, 2023 – Career Connections – Jon Zilkey
- February 14, 2023 – Enver Naidoo, Executive Director, Westman Immigrant Services – Susan Gilleshammer
- February 14, 2023 – Manitoba Association of School Board Officials (MASBO) Secretary-Treasurer meeting – Denis Labossiere
- February 15, 2023 – École secondaire Neelin High School – Mathew Gustafson, Susan Gilleshammer
- February 16, 2023 – Brandon Local Immigration Partnership Council – Mathew Gustafson
- February 16, 2023 – Learning and Business Technologies staff meeting – Mathew Gustafson
- February 16, 2023 – Maryland Park School staff meeting – Mathew Gustafson

- February 17, 2023 – Tammy Tutkaluk, President, Brandon Teachers' Association – Mathew Gustafson
- February 17, 2023 – Jamie Rose, President, CUPE Local 737 – Mathew Gustafson
- February 17, 2023 – Manitoba School Boards Association Region 1 Regional Meeting – Mathew Gustafson
- February 22, 2023 – Tammy Tutkaluk, President, Brandon Teachers' Association; Jamie Rose, President, CUPE Local 737 – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer
- February 22, 2023 – Brandon Area Community Foundation – Jon Zilkey
- February 22, 2023 – École secondaire Neelin High School – Susan Gilleshammer
- February 22, 2023 – Vincent Massey High School – Susan Gilleshammer

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

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

###### **FRENCH IMMERSION IN MANITOBA CONFERENCE 2023**

For Information .....M. Gustafson

Correspondence was received from Kassy Assié, Executive Director, Bureau de l'éducation française, regarding the *French Immersion in Manitoba: Empowering Leaders for Success Conference*. This conference will take place in Winnipeg on May 3, 2023. Conference information was shared with all French Immersion Principals and Vice Principals.

###### **MANITOBA REMOTE LEARNING SUPPORT CENTRE**

For Information .....M. Gustafson

Correspondence was received from Dana Rudy, Deputy Minister, Manitoba Education and Early Childhood Learning, regarding an update on the Manitoba Remote Learning Support Centre (the Centre). The Centre was launched in January 2021 as a response to the pandemic. Thanks were given to St. James-Assiniboia School Division for operating the Centre, and to Andy Mead, Principal.

The Centre provided online teaching and instruction for students in Kindergarten to Grade 8. With the return to full time in-person classroom learning, student enrolment in the Centre has significantly declined. In addition, public health and mental health experts tell us that students, particularly the younger students in K to 8, learn best in-person by connecting

with their local learning community. It is important that relationships at the local level are strong, and that wrap-around supports are provided to students at the local level to support their learning and social/mental well-being.

For these reasons, for the 2023/2024 school year, Manitoba Remote Learning Support Centre students will return to their local schools and be supported by their local teachers. Students in K to 8 who continue to require accommodations will be supported by their local school division. Although the full operations of the Centre will conclude by June 2023, Manitoba Education will work with the St. James-Assiniboia School Division to transition the Centre's website to the Department, so that the Department can continue to provide remote learning information and resources to students, families, and teachers.

### **REQUEST FOR EDUCATION STAKEHOLDER ENGAGEMENT**

For Information .....M. Gustafson

Correspondence was received from Rhonda Shaw, Acting Executive Director, Learning and Outcomes Branch; and Kassy Assié, Executive Director, Bureau de l'éducation française. The Department aims to ensure that all curriculum development committees are reflective of the communities served by the Department. The Department respects the rights of Indigenous Peoples and honours the ideals of truth and reconciliation. The participation of those from historically underrepresented groups and people from diverse and varied backgrounds is encouraged.

1. The Department is seeking recommendations for Kindergarten to Grade 10 educators from the English and French Immersion programs to form a curriculum development committee to work on the following project:  
*K to 10 Science Curriculum Renewal.*
2. The Department is seeking recommendations for Kindergarten to Grade 12 educators from the English and French Immersion programs to form a curriculum development committee to work on the following project:  
*K to 12 Physical Education / Health Education Curriculum Renewal.*

Nominations will be submitted from the Office of the Superintendent/Chief Executive Officer.

### **REQUEST FOR LIAISONS TO SUPPORT THE IMPLEMENTATION OF THE MANITOBA FRAMEWORK FOR LEARNING**

For Information .....M. Gustafson

Correspondence was received from Rhonda Shaw, Acting Executive Director, Learning and Outcomes Branch; and Kassy Assié, Executive Director, Bureau de l'éducation française. The Department is seeking recommendations for up

to 10 Liaisons for Brandon School Division (school and divisional leaders, instructional coaches, lead teachers, consultants, etc.) for the following project: *Manitoba Framework for Learning*.

The purpose of the Manitoba Framework for Learning is to provide a single access point for educators to find curriculum, assessment, evaluation, reporting policy and implementation for all four provincial programs. The project will support the implementation of the Framework for Learning at the divisional and school level.

Participation will involve a 2-3 year commitment in the implementation process.

Nominations will be submitted from the Office of the Superintendent/Chief Executive Officer.

### **IMPLEMENTATION OF THE MANITOBA FRAMEWORK FOR LEARNING IN THE FRENCH IMMERSION PROGRAM**

For Information .....M. Gustafson

Correspondence was received from Rhonda Shaw, Acting Executive Director, Learning and Outcomes Branch; and Kassy Assié, Executive Director, Bureau de l'éducation française. The Department is seeking recommendations for French Immersion educators to participate in engagement sessions on the following project: *Manitoba Framework for Learning Implementation (French language sessions for the French Immersion Program)*.

The purpose of the Manitoba Framework for Learning is to provide a single access point for educators to find curriculum, assessment, evaluation, reporting policy and implementation for all four provincial programs. The project will support the implementation of the Framework for Learning at the divisional and school level.

Participants are expected to commit to planning for implementation in their school division, as well as champion the Framework for Learning and its components. Participants will participate in engagement sessions for three full days.

Nominations will be submitted from the Office of the Superintendent/Chief Executive Officer.

### **STUDENT ADVISORY COUNCIL**

For Information .....M. Gustafson

Manitoba Education and Early Childhood Learning is requesting applications from students across Manitoba to participate on the Manitoba Education and Early Childhood Learning Student Advisory Council.

Manitoba students are at the heart of our education system and their opinions should play an important role in the decisions that affect them. A priority action in the K to 12 Education Action Plan is the establishment of the Student Advisory Council, which enables students to contribute their voices in shaping our education system in Manitoba.

Students who are between the ages of 14 and 18 are encouraged to apply. The application deadline is March 31, 2023. This information has been shared with schools. More information is available at the [Manitoba Education and Early Childhood Learning Student Advisory Council](#) website.

### **INTENSIVE NEWCOMER SUPPORT (INS) PROJECT GRANTS**

For Information .....J. Zilkey

Correspondence was received from Honourable Wayne Ewasko, Minister of Education and Early Childhood Learning. Manitoba Education and Early Childhood Learning is pleased to confirm the allocation of additional Intensive Newcomer Support (INS) Project Grants as per the announcement made in November 2022. As well, INS Contingency funds have been allocated based on the reports submitted. The \$55,000.00 for Brandon School Division will be available for the balance of the 2022/2023 school year.

The additional funds were allocated based on revised project proposals and reports received from fifteen school divisions, five of which were first time applicants. The allocations were made based on the following considerations:

- The evaluation of proposals based on their alignment with the original INS Project Grant Criteria, as indicated on the application form;
- Consideration of new applicants to allow them to build divisional capacity;
- The significant growth in English as an Additional Language (EAL) and Literacy Academic and Language (LAL) Newcomer populations in school divisions, including those with large numbers of displaced and resettled students from Ukraine.

## **2. EARLY YEARS, MIDDLE YEARS, AND HIGH SCHOOL ATHLETICS – HIGHLIGHTS FROM SEMESTER ONE**

For Information .....J. Zilkey

Blake Stephens, Physical Education and Wellness Specialist, provided information regarding highlights from various Early Years, Middle Years, and High School Athletics events over the course of Semester One (September 2022 – January 2023). This was our first fall semester since 2020 that had no restrictions or pandemic related cancellations.

### Early Years and Middle Years

At the Early Years and Middle Years levels, there are no league championships. Teams either arrange their own games and/or participate in a jamboree. The following tables outline the number of teams and players participating in various jamborees at the Early and Middle Years levels. This was a return to normal and to date every event has taken place.

EARLY YEARS ATHLETICS		
Sport	Teams	Participants
<b>Grade 4 Soccer Jamboree</b>		
• Girls and Boys	48	404+
<b>Grade 5-6 Soccer Jamboree</b>		
• Girls and Boys	46	512+

MIDDLE YEARS ATHLETICS		
Sport	Teams	Participants
<b>Grade 7-8 Volleyball</b>		
• Girls and Boys	57	688+
<b>Grade 7-8 Golf Jamboree</b>		
• Girls and Boys	17 schools	154

### High School

Approximately 900 student athletes from three of the Brandon School Division high schools competed in athletic events during the first semester.

The following table provides a summary of each event during this period. It includes:

- a list of all the Brandon School Division League Champions
- the high school teams who competed at the Provincial Championships
- the results from the Provincial Championships

### Legend

- JV: Junior Varsity
- CPRSS: Crocus Plains Regional Secondary School
- NHS: École secondaire Neelin High School
- VMHS: Vincent Massey High School



<b>Sport</b>		<b>Provincial Participation</b>	<b>Results</b>
Cross Country		9 BSD athletes attended	VMHS varsity girls team relay - Bronze
<b>Sport</b>	<b>City Champion</b>	<b>AAAA Provincial Result</b>	<b>AAA Provincial Result</b>
<b>Volleyball</b>			
• Grade 9 Girls	VMHS	No provincials held	No provincials held
• Grade 9 Boys	VMHS	No provincials held	No provincials held
• JV Girls	NHS	VMHS – lost in quarter finals	NHS – won
• JV Boys	NHS	VMHS – lost in quarter finals	NHS – won
• Varsity Girls	VMHS	VMHS – lost in semi finals	NHS – 3 <sup>rd</sup> place
• Varsity Boys	NHS	VMHS – lost in first round	NHS – lost in quarter finals

Additional notes: Brandon School Division does not have a League Championship for football, hockey, or rugby. These sports have their own league that includes schools from other divisions. The Vincent Massey High School varsity football team went undefeated during their season and won the Winnipeg High School football bowl game.

## **B. Business Arising for Board Action**

### **I. INFORMATION FOR DISCUSSION AND CORRESPONDENCE**

#### **1. STAFFING ACTIVITY REPORT**

For Information .....J. Zilkey

Included in the agenda package for the Board of Trustees is the Staffing Activity Report, a listing of resignations and employment approved by the Superintendent/Chief Executive Officer and Secretary-Treasurer since the last meeting.

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

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



# BRANDON SCHOOL DIVISION

## Education and Community Relations Committee Minutes

Monday, February 13, 2023 – 6:00 p.m.  
Boardroom, Administration Office

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

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

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### 1. COMMITTEE ITEMS

#### A. Elders and Knowledge Keepers in School Initiative

Mr. Jon Zilkey, Assistant Superintendent, provided information on the Elders and Knowledge Keepers in School Initiative. This initiative supports students, educators, and families to learn First Nations, Métis and Inuit histories, cultures traditional values, languages, contemporary lifestyles, and traditional knowledge systems across all learning environments.

Mr. Zilkey spoke on the provided Elders and Knowledge Keepers Planning Table, which was completed by the Division and submitted to the Manitoba Indigenous Inclusion Directorate, Education and Early Childhood Learning on December 13, 2022. The Initiative is initially taking place at six schools, and if it is successful, and with grant development in subsequent years, the program could expand to more schools.

Trustees asked questions for clarification. Mr. Zilkey confirmed that a report will be provided to the Board after the end of the program, prior to submission to the Province.

#### B. Health Behaviour in School-Aged Children (HBSC) Survey

Ms. Susan Gilleshammer, Assistant Superintendent, provided an update on this Survey. She had reached out to Allan Hawkins, Executive Director, Inclusion Program, with questions regarding this survey. Ms. Gilleshammer was advised that Queen's University owns the data from the survey, and the names on the report will be of the Queen's University researchers. To protect and preserve student privacy, particularly at smaller schools, Ms. Gilleshammer was advised that student names will not appear anywhere on the questionnaire, it is completely anonymous. Additionally, for privacy reasons, the ethics protocol required that a minimum of 30 students must complete the survey for reporting at the school level. The survey data will be shared with Manitoba Education and Early

Childhood Learning, and schools will receive a copy of their report. It will be at the Division's discretion to share the report.

Mr. Mathew Gustafson, Superintendent/CEO, added that the survey is currently on pause at the schools.

Trustee Linda Ross asked questions for clarification regarding how the data will be reported as well as the level of anonymity for smaller schools.

Mr. Gustafson indicated that the Division would get further clarification directly from Queen's University. If the responses satisfy our expectations in terms of the level of aggregation and the anonymity of data reporting, the Division will proceed with the survey.

Trustees asked questions for clarification.

Respectfully submitted,

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C. Ekenna



# BRANDON SCHOOL DIVISION

## Finance and Facilities Committee Minutes

Monday, February 13, 2023 – 6:00 p.m.  
Boardroom, Administration Office

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

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

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### 1. COMMITTEE ITEMS

#### A. BDO Canada LLP – Engagement Letters

Mr. Denis Labossiere, Secretary-Treasurer, provided the Auditor Engagement Letters regarding the Audit for the fiscal year ended June 30, 2023 between the Brandon School Division and BDO Canada, noting the recommendation encompassed the Enrolment and Public Compensation Disclosure audits.

Mr. Labossiere advised that new auditing standards that have come into effect, which means there is a conversion process and additional work required. It is a significant adaptation process, with the biggest effect being on the implementation of the new standards. BDO has identified that they will require some additional communication with the Division and additional hours. The cost to implement the new standards will be approximately \$3,500 to \$4,325.

He added that the Province now requires that divisions obtain an audit opinion on the Asset Retirement Obligation (ARO) for the period of April 1, 2022 to March 31, 2023. The cost estimate from BDO for this new requirement, with the new audit standards, is approximately \$3,000 to \$6,250.

Overall, the Division is looking at additional audit fees of approximately \$6,500 to \$10,625 for 2022-2023 due to the new auditing standards and provincial requirements.

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

#### Recommendation:

That the Auditor's Engagement Letters regarding the Audits for the fiscal year ended June 30, 2023, the 2022 Public Sector Compensation Disclosure Report, and the Asset Retirement Obligations (ARO) for the period ending March 31, 2023, between the Brandon School Division and BDO Canada LLP, Chartered Accounts, be approved and that the Secretary-Treasurer be authorized to affix his signature thereto.

#### B. Elections Canada – Use of Division Schools for Federal Election

The Secretary-Treasurer spoke to this item and referred to a memo from Josh Watt, Executive Director, Manitoba School Boards Association (MSBA), regarding the 2020-2021 advisement to Elections Canada that schools could not be used for elections, due to COVID-19 operating protocols involving visitors to school facilities. Mr. Labossiere provided the names of the schools used for polling stations in previous elections and confirmed that security is hired by Elections Canada for election day.

With Public Health Orders lifted and planning now underway for hosting of polls, Mr. Watt asked that divisions indicate to MSBA if they want to host federal election polling stations in school facilities. Trustees supported hosting polling stations in Division schools and the Division Administration Office. The Office of the Secretary-Treasurer will relay this information to MSBA.

### **C. Maryland Park School Traffic Issues – MacLeod Drive, Buses**

Trustee Linda Ross spoke to this item, noting she had received an email from a concerned citizen, which she had forwarded to all Trustees and Senior Administration. The email was regarding traffic issues and student safety around Maryland Park School, and around school buses travelling down MacLeod Drive.

The Secretary-Treasurer added that he had been in communication with the Supervisor of Transportation, who confirmed that no Brandon School Division school bus routes currently use MacLeod Drive.

Trustee Linda Ross will ask the citizen to advise if they see Brandon School Division on the side of the school bus, as it may be a bus for another school division.

Trustee Linda Ross asked that this item be added to the agenda for the upcoming Joint Meeting between the Brandon School Division and City of Brandon.

Mr. Mathew Gustafson, Superintendent/CEO, also spoke to this item, noting that the Brandon Police Service, the City of Brandon and the Brandon School Division are in preliminary discussions regarding a joint traffic safety campaign, focusing on the current issues in Brandon school zones.

Mr. Labossiere provided information on the traffic impact assessment that was completed prior to Maryland Park School being built, adding that both the Province and the City of Brandon are currently reviewing the assessment.

Trustees asked questions for clarification.

### **D. 2023-2024 Budget**

#### Funding Announcement

The Secretary-Treasurer spoke on the Provincial Funding Announcement received on Thursday, February 2, 2023.

The Province is providing the Division with \$65,849,832 (\$59,383,200 – 2022-2023) through the Funding of Schools Program for 2023-2024, including additional operating support, special needs and the TIG (Tax Incentive Grant). This is an increase in funding of \$6,466,632 (10.9%) compared to last year's funding announcement. The change in funding is broken down as follows:

- An increase of \$761,839 (2.9%) for base support
- A decrease of \$280,459 (-3.7%) for categorical grants
- An increase of \$3,369,709 (16.4%) for equalization
- An increase of \$1,320 (0.6%) for school building support
- An increase of \$581,220 (230.4%) for special needs

- And an increase of \$2,033,000 or 56.7% for additional support which consists of \$959,000 for Student Presence and Engagement and \$1,074,000 for rising inflation costs and wages.

The Province will be providing a Property Tax Offset Grant (PTOG) equivalent to a 2% increase (\$1,023,441) on the Special Requirement. The PTOG for 2023-2024 is \$2,418,624 (net of DSFM), an increase of \$957,746 from previous years.

Mr. Labossiere reviewed the Operating Fund Schedule of Revenue and Expenditures, noting that the Revenue will be increasing \$7.9 million (6.9%). He also indicated that the Division is projecting interest revenue at \$399,270, an increase of \$276,670 or 225.7% due to the increase in interest rates.

Mr. Labossiere advised that after factoring the increase in expenses of \$7.2 million (6.3%), there is an Operating Surplus of \$518,600 for 2023-2024, prior to any budget requests or deliberations.

#### Special Levy

The Secretary-Treasurer indicated that with the freeze on (0% change) the special levy and a 4.53% increase in school assessment, there is a \$27.22 (1.56%) decrease in annual school taxes for an average single family residential home assessed at \$277,830.

Trustees asked questions for clarification.

#### Summary of Budget Enhancements & Reductions over 10 years

The Secretary-Treasurer provided for information the Summary of Budget enhancements and reductions over 10 years document, as a reference for Trustees of Budget decisions over the years.

#### Budget Requests

A summary of the Senior Administration Budget Requests was provided for information. Trustees asked questions for clarification.

The Board gave direction to Senior Administration to identify the reverse chronological order of the last two (2) years of reductions for Board consideration during Budget Deliberations.

### **E. Request for Proposal (RFP) - Firewalls**

Mr. Denis Labossiere, Secretary-Treasurer, spoke to this item and reviewed the memo provided to the Committee. Firewalls are a critical component of the Division's network and security infrastructure. Firewalls monitor and filter all incoming and outgoing traffic for the BSD and applies security rules according to BSD policies. They also control web filtering for all staff and students and are the first and most important line of defense against the growing number of online threats. The current firewalls are coming to the end of life and support at the end of 2023. Due to the critical nature of these appliances, it is recommended that they be replaced with new equivalents. The current firewalls have been in place for at least 10 years.

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

#### **Recommendation:**

That the proposal from Powerland in the amount of \$101,505.52 (including taxes) to supply and replace two (2) network Firewalls and three years of support funded through the 2022-2023 Operating Budget, be accepted.

**F. Confirm Payments of Account (January)**

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

The reports were accepted as circulated

**2. OPERATIONS INFORMATION**

**A. Additional Information:**

- i. Donation request letter from the Western Manitoba Science Fair

Respectfully submitted,

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K. Fallis



# e-bulletin

February 22, 2023

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

[www.mbschoolboards.ca](http://www.mbschoolboards.ca)

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

## DON'T FORGET ABOUT BOARD BALLOTS!

Just a reminder that all school boards need to complete and submit their authorization to receive board ballots form prior to the start of the convention. This form tells registration desk staff which board members are eligible to pick up those ballots on behalf of each board. Board ballots are used for the election of president, and for voting on any by-law-related resolutions. To submit your authorization form, or if you have any questions, please contact Administrative Assistant [Jennifer Esau](#).



## NOMINATIONS AND ELECTIONS

And speaking of elections, in 2023, five provincial executive positions are up for election: President, Vice-President (<6000 students), Director, Region 2, Director, Region 4, and one of the positions for Director, Region 5.

Nominations (in order received) to date are:

- Floyd Martens, Mountain View S.D.—President,
- Sandy Nemeth, Louis Riel S.D.—President,
- Leah Klassen, Garden Valley S.D.—Vice-President (<6000),
- Lena Kublick, Lord Selkirk S.D.—Vice-President (<6000),
- Deana Wilson, Garden Valley S.D.—Director, Region 2,
- Ashley Lachance, Prairie Rose S.D.—Director, Region 2,
- Lindsay Anderson, School District of Mystery Lake—Director, Region 4,
- Timothy Davis, Flin Flon S.D.—Director, Region 4,
- Greg McFarlane, Seven Oaks S.D.—Director, Region 5.

Information provided by each candidate will be posted prior to the convention. The final call for nominations for all positions is at the call to order on the morning of Thursday, March 16. The Resolutions and Special Business [document](#) has been distributed to member boards and it has been posted to the convention [webpage](#).

## LEADING WITH INTENT

Have you had a chance to check out MSBA's Leading with Intent [video series](#)? These short videos have been produced to assist boards and senior administration teams develop a shared understanding of governance and how to enhance its effectiveness. A wide range of topics are covered in the series, and a new video is released on the 2nd Wednesday of each month. Be sure to subscribe to our [YouTube channel](#) to receive a notification when a new video is released. Links are also posted on the MSBA [website](#).



## CALLING ALL SCHOOL DIVISION COMMUNICATIONS PROFESSIONALS!

Did you know that the Canadian Association of Communicators in Education (CACE) is the only bilingual association to offer direct support, professional development and networking opportunities for communications professionals working throughout the education sector, including school boards and school board associations?

An annual CACE membership provides access to many benefits, including:

- a network of more than 350 communications professionals and system leaders who are responsible for the communications function and who truly understand the importance and challenge of school PR work.
- a national conference with international keynote speakers with discounted registration rates each fall. The 2023 National Conference is in Montreal, QC from October 27 to 29.
- 24/7 access to templates and resources and members who are one click away for assistance.
- annual regional meetings and virtual events for additional local professional development.
- a Canada-wide awards program specifically designed to recognize excellence in education communications.

Working together, CACE members increase awareness and understanding of the critical management role played by communicators in education. Visit the CACE [website](#) to learn more and join today!

## STONE SOUP RAFFLE

Many schools operate their meal or snack programs with limited funding and resources, and the number of students accessing these programs daily is rising. School staff and volunteers work hard to provide nutritious meals and snacks for all students in need throughout the day. With sufficient funding, schools are able to increase the quantity, quality and variety of foods that can be offered. You're invited to help fill the pot and come together to support Manitoba schools and students by participating in the Stone Soup 2023 Raffle. Purchase your tickets today for a chance to win with the 60/40 raffle. All funds raised stay in Manitoba, reaching children in all regions of our province! The final draw is March 17 and information on how to purchase tickets is available [online](#).



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