



BRANDON SCHOOL DIVISION

April 22, 2022

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

TO BE HELD MONDAY, APRIL 25, 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, April 11, 2022.
Adopt.

2.00 IN CAMERA DISCUSSION

2.01 Student Issues

- Reports
- Trustee Inquiries

2.02 Personnel Matters

- Reports
 - a) Staffing Activity Report
- Trustee Inquiries

2.03 Property Matters/Tenders

- Reports
- Trustee Inquiries

2.04 Board Operations

- Reports
- Trustee Inquiries

3.00 PRESENTATIONS AND COMMUNICATIONS

3.01 Presentations for Information

3.02 Communications for Information

3.03 Communications for Action

4.00 REPORT OF SENIOR ADMINISTRATION

- From Report of Senior Administration

- a) Review Report of Senior Administration – April 25, 2022.

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

- a) Committee of the Whole:

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

5.02 Delegations and Petitions (Max. 15 minutes)

5.03 Business Arising

- From Previous Delegation
- From Board Agenda
- MSBA Issues

- a) e-bulletin – April 20, 2022 (Appendix 'A')

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions

27/2022 That the Board approve the research request from Allison Cruse, Graduate Student, Speech Language Pathology Program, St. Cloud State University, for the research project entitled "*Use of Non-Referential Gestures in Children*".

28/2022 That the following tuition fees be approved for the 2022-2023 year:

Transfer Fee	\$ 1,300
Non-Resident Fee (First Nations)	\$13,000
International Student Fees	\$13,000

29/2022 That the Five-Year Capital Plan 2023-2024 to 2027-2028 be approved for submission to the Department of Labour, Consumer Protection and Government Services (LCPGS).

5.06 Bylaws

By-Law 1/2022

1st Reading

That By-law 1/2022 being a by-law providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2022 to June 30, 2023 be now read for a first time.

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, May 9, 2022, Boardroom.

Additional Information:

- Members of the public wishing to make a presentation, a delegation or a petition are asked to contact Ms. Bernadene Sangster, Executive Assistant, at sangster.bernadene@bsd.ca, or (204) 729-3114, no later than 4:00 p.m. on the Tuesday prior to the Board meeting.
- We invite everyone to watch live streaming of the Board meetings on our website: <https://www.bsd.ca/page/8192/board-meeting-dates-live-streaming>

7.00 ADJOURNMENT



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, APRIL 11, 2022.

TRUSTEES PRESENT: L. Ross, Chairperson J. Gobeil, Vice-Chairperson
S. Bambridge K. Fallis
B. Foley D. Kejick
J. Murray

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

REGRETS: C. Ekenna
L. Letain

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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

Senior Administration added three (3) items for In-Camera.

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

Ms. Bambridge – 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 March 14, 2022 were circulated.

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

Mr. Murray – Ms. Kejick
That the Board do now resolve into Committee of the Whole In-Camera. (6:04 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 and received direction from the Board.
- c) The Superintendent/CEO provided information on a Personnel Matter.
- d) The 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) Trustee Ross provided information on a Board Operations Matter.

- Trustee Inquiries

Ms. Bambridge – Ms. Fallis

That the Committee of the Whole In-Camera do now resolve into Board. (7:06 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**

- a) Ms. Amber Chapil, Manager of Corporate Policy, Legislative Services Department, City of Brandon, March 22, 2022, addressed to Mr. Denis Labossiere, Secretary-Treasurer, advising that the City Council passed the resolution appointing Ms. Heather Ewasiuk as Senior Election Official (SEO) for the City of Brandon at their March 21, 2022 meeting. The City of Brandon formally requests that the Division approve the appointment of Ms. Ewasiuk as SEO for the Division.

Referred Motions.

- b) Ms. Sheri Bailey, Executive Assistant, Brandon Teachers' Association, April 6, 2022, addressed to Mr. Mathew Gustafson, Superintendent/CEO, advising that Ms. Tammy Tutkaluk has been acclaimed as the President of the Brandon Teachers' Association (BTA) for the term beginning

July 1, 2022 to June 30, 2023. The BTA formally requests that Ms. Tutkaluk be seconded full-time, with salary and benefits to be paid by the Association.

Referred Motions.

The Superintendent/CEO thanked Mr. Cale Dunbar, President, Brandon Teachers' Association, for his working relationship with Senior Administration over the past year and wished him well as he heads back into the classroom.

4.00 REPORT OF SENIOR ADMINISTRATION

Mr. Mathew Gustafson, Superintendent/CEO, provided highlights on the following items from the April 11, 2022 Report of Senior Administration:

A) Administrative Information

- Celebrations:
 - International Day of Pink – Wednesday, April 13, 2022
 - Walk in Her Shoes – Valleyview Centennial School
 - Kindergarten Learning Bags
 - Professional Learning
- Information Items:
 - Correspondence from Manitoba Education and Early Childhood Learning
 - High Fidelity Wrap Facilitator and Enhances School-Based Mental Health and Addiction Team
 - 2021-2022 Contingency Grant
 - Provincial Committee Participation – P. Thompson, Vincent Massey High School
- Healing – Green Acres School – Tipi Legacy Tour
- Administrative Procedure 4560 – Mandatory COVID-19 Testing of Students - Rescinded
- Administrative Procedure 5185 – Mandatory COVID-19 Testing of Staff and Designated Persons – Rescinded
- Manitoba Association of School Superintendents (MASS) Spring Journal 2022
- Presentations:
 - Attendance Monitoring and COVID-19 Case Prevalence – S. Gilleshammer
 - Summary of Staffing Allocations – M. Gustafson
- Business Arising for Board Action – Mr. Denis Labossiere, Secretary-Treasurer:
 - Brandon Schools Instrumental Music Association Agreement
 - Prairie Mountain Health Agreement – Speech Language Services
 - Prairie Mountain Health Agreement – Occupational Therapy Services

Trustees asked questions for clarification.

Trustee Ross suggested that the Superintendent/CEO share the article he submitted for the Manitoba Association of School Superintendents (MASS) Spring Journal 2022 with community partners.

Mr. Gobeil – Mr. Murray

That the April 11, 2022 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 March 14, 2022 was circulated.

Ms. Bambridge – Mr. Gobeil
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 March 14, 2022 was circulated.

Ms. Fallis – Ms. Bambridge
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 – March 23, 2022
b) e-bulletin – April 6, 2022

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

- 18/2022 Ms. Fallis – Mr. Foley
That the School Calendar for the 2022-2023 School Year be established, as proposed.
Carried.

- 19/2022 Mr. Gobeil – Ms. Fallis
That the Board approve the research request from Kelly DeRoo, Student, Home Economics and Everyday Life (HEEL) Education Master's Program in the Department of Curriculum and Pedagogy, University of British Columbia, for the research project entitled "*Understanding the Academic and Social Experiences of English Language Learners in Home Economics*".
Carried.

- 20/2022 Mr. Foley – Ms. Fallis
That the request of the Brandon Teachers' Association, that the President of the Association, Ms. Tammy Tutkaluk, be seconded from the Division from July 1, 2022 to June 30, 2023 on a full-time basis be approved, subject to the Division being reimbursed by the Association for all salary and benefit costs for the period of the secondment and that the terms and conditions of this leave of absence are in accordance with Article 17.02 of the Collective Bargaining Agreement.
Carried.

- 21/2022 Mr. Murray – Ms. Bambridge
That the appointment of Heather Ewasiuk as the Senior Election Official for the Brandon School Division, as chosen by the City of Brandon, with duties as set forth in The Municipal Councils and School Boards Election Act, be approved.
Carried.
- 22/2022 Ms. Bambridge – Mr. Murray
That the Agreement between the Brandon Schools Instrumental Music Association (BSIMA) and Brandon School Division (Division) regarding the 2022-2023 financial support to be provided by the Division to BSIMA be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.
Carried.
- 23/2022 Ms. Bambridge- Mr. Murray
That the Memorandum of Agreement between Prairie Mountain Health and Brandon School Division for the purchase of Occupational Therapy services effective April 1, 2022 be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.
Carried.
- 24/2022 Mr. Murray – Ms. Bambridge
That the Service Purchase Agreement between Prairie Mountain Health and Brandon School Division for the purchase of Speech Language services effective April 1, 2022 be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.
Carried.

Late Motions:

- 25/2022 Ms. Fallis – Mr. Foley
That Confidential No. 2 and the recommendations therein be approved.
Carried.
- 26/2022 Mr. Foley – Ms. Fallis
That Confidential No. 3 and the recommendations therein be approved.
Carried.

5.06 Bylaws**5.07 Giving of Notice****Mr. Gobeil**

I hereby give notice that at the next regular meeting of the Board of Trustees, I, or someone in my stead, will introduce By-law 1/2022 being a by-law providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year July 1, 2022 to June 30, 2023.

5.08 Trustee Inquiries

6.00 ANNOUNCEMENTS

- a) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 7:30 p.m. (public), Monday, April 25, 2022, Boardroom.

Additional Information:

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- 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. Gobeil – Mr. Foley

That the Board do now adjourn (8:05 p.m.)

Carried.

Chairperson

Secretary-Treasurer



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

April 25, 2022

A. Administrative Information

I. CELEBRATIONS

1. MOLLY'S RESCUE CREW

Mrs. McDuffe's Grade 2/3 class have started "Molly's Rescue Crew" to raise funds for the Brandon Humane Society. They are collecting money as well as items such as blankets, treats, toys, collars, leashes, and cat litter.

2. SCHOOL BUS DRIVER DAY – APRIL 20

The third Wednesday in April is recognized throughout Manitoba as School Bus Driver Day. We thank all of our school bus drivers for their commitment to students and their dedicated service throughout the year and in all kinds of weather.

3. ADMINISTRATIVE PROFESSIONALS' DAY – APRIL 27

Administrative Professionals' Day is recognized on the Wednesday of the last full week of April. The purpose of this day is to celebrate the many contributions of these valued staff members. We thank all of our Administrative Assistants for their work in support of students and staff in Brandon School Division.

4. BRANDON SCHOOL DIVISION CONTRIBUTIONS TO TERRY FOX FOUNDATION

The following Brandon School Division schools participated in the 2021 *Terry's Marathon of Hope*, collectively raising \$6114.85 for cancer research: Alexander School, Earl Oxford School, École Harrison, King George School, Kirkcaldy Heights School, Linden Lanes School, Maryland Park School, Riverheights School, Riverview School, Valleyview Centennial School, and Waverly Park School.

"Accepting the Challenge"

II. SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>INAPPROPRIATE BEHAVIOUR</u>	<u>ASSAULTIVE BEHAVIOUR</u>	<u>DRUGS AND ALCOHOL</u>
Elementary	3 total	2	-	1
High School	8 total	2	4	4
		*1 vaping	*0 weapons	

* Infractions may fall under more than one category.

III. COMMUNITY CONNECTIONS AND SCHOOL VISITS

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

- April 6, 2022 – Crocus Plains Regional Secondary School – Mathew Gustafson
- April 6, 2022 – Manitoba School Boards Association (MSBA) – Dr. Linda Ross, Board Chair; Trustee Sherilyn Bambridge; Trustee Jim Murray; Mathew Gustafson; Denis Labossiere; Jon Zilkey; Susan Gilleshammer
- April 7, 2022 – Joint Meeting of Mayor and Council, City of Brandon and Board of Trustees, Brandon School Division – Mathew Gustafson, Denis Labossiere, Jon Zilkey, Susan Gilleshammer
- April 8, 2022 – meeting with Cale Dunbar, President, Brandon Teachers' Association – Mathew Gustafson
- April 12, 2022 – meeting with Southern Chiefs' Organization Inc. re: Jordan's Principle – Mathew Gustafson, Jon Zilkey, Susan Gilleshammer

IV. INFORMATION ITEMS

1. CORRESPONDENCE FROM MANITOBA EDUCATION AND EARLY CHILDHOOD LEARNING

HOLODOMOR REMEMBRANCE DAY IN SCHOOLS

For InformationM. Gustafson

Correspondence has been received from Janet Tomy, Assistant Deputy Minister, Student Achievement and Inclusion Division. The correspondence notes that April is recognized as Genocide Remembrance, Condemnation, and Prevention Month. The Ukrainian Canadian Congress has designated April 16 at Holodomor Remembrance Day in Schools. As this falls on a Saturday, this

solemn day will be marked on Tuesday, April 19, to honour the memory of the victims of this genocide that took place in 1932/1933.

It was also acknowledged that one in seven Manitobans is of Ukrainian descent, and many are suffering today as the war continues in the Ukraine. A dedicated government website, <https://manitoba4ukraine.ca>, is a central portal to gather and share information on Manitoba's response efforts.

EDUCATION WEEK IN MANITOBA

For InformationM. Gustafson

Correspondence has been received from Honourable Wayne Ewasko, Minister of Education and Early Childhood Learning, proclaiming the week of April 18-22, 2022 as Education Week in Manitoba.

This proclamation is intended to acknowledge the value of K-12 education and its supportive role in fostering a mindset of lifelong learning. The proclamation acknowledges the educational professionals, business and apprenticeship partners and mentors who work within, and collaboratively with, the provincial education system to support young people as they acquire skills and prepare for their future.

BILL 3 – THE PUBLIC SERVICE ACT

For InformationM. Gustafson

Correspondence has been received from Dana Rudy, Deputy Minister, Manitoba Education and Early Childhood Learning, regarding Bill 3 – The Public Service Act (PSA).

The PSA came into force on February 26, 2022. The purpose of the PSA is to ensure that the public service of Manitoba is ethical and effective in serving the public. The PSA applies to the entire public service of Manitoba.

Each employer in the broader public service is required to establish a code of conduct and action plan. Organizations may already have a code of conduct, value statements, policies, or other expressions of service commitments. Organizations do not need to replace current policies and documents but any existing documents must align with the values of the PSA.

V. PRESENTATIONS

1. ATTENDANCE MONITORING AND COVID-19 CASE PREVALENCE

For InformationS. Gilleshammer

Susan Gilleshammer, Assistant Superintendent – Student Services, will provide a report on attendance monitoring and COVID-19 case prevalence in Brandon School Division for the period April 11 – April 22, 2022.

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.

2. 5-YEAR CAPITAL PLAN – 2023-2024 to 2027-2028

For ActionD. Labossiere

On March 4, 2022, on behalf of the Department of Education and Early Childhood Learning (EECL), the Department of Labour, Consumer Protection and Government Services (LCPGS), requested that Divisions submit their Five-Year Capital Plan for the period 2023/24 to 2027/28 by April 29, 2022.

The capital plan submission consists of the following categories: construction of new facilities and renovation of existing facilities, accessibility, roofing, structural and systems replacement. Based on needs to accommodate students, feedback from School Leaders, age of facilities/equipment, inspections, reports and repair history, Senior Administration has identified the following top two (2) capital requests in each category:

Construction of new facilities and renovation of existing facilities:

1. Maryland Park School – Eight (8) Classroom addition to school
2. Vincent Massey High School – Renovation of student services area to create two (2) additional classrooms

Accessibility:

1. Green Acres School – Grooming Room
2. St. Augustine School – Grooming Room

Roofing:

1. Crocus Plains Regional Secondary School
2. École Harrison

Structural:

1. Alexander School – Foundation
2. Riverheights School – Asphalt Roof

Heating System:

1. J.R. Reid School – Boiler
2. George Fitton School – Boiler

Recommendation:

That the Five-Year Capital Plan 2023-2024 to 2027-2028 be approved for submission to the Department of Labour, Consumer Protection and Government Services (LCPGS).

II. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES

1. RESPONSE TO TRUSTEE INQUIRY:

TRUSTEE MURRAY REQUESTED THE FOLLOWING:

- **EXPLORE THE POSSIBILITY OF NAMING THE LIBRARY AT CROCUS PLAINS REGIONAL SECONDARY SCHOOL (OR OTHER), POSSIBLY IN CONJUNCTION WITH DEDICATION OF TIPI AT CROCUS PLAINS, AFTER SERGEANT TOMMY PRINCE.**

For InformationM. Gustafson

Background

Brandon School Division Administrative Procedure 7035 – Naming and Renaming of Division Facilities relates to this Inquiry.

The intent of Administrative Procedure (AP) 7035 is to establish an equitable process for naming and renaming of Division facilities and to provide for community input into the selection process of naming new, amalgamated or relocated schools.

There are guidelines in AP 7035 for naming facilities or sections of facilities based on:

- a) The name of the geographic area which the facility will serve, which should be widely known and recognized.
- b) The name of the street or park on which the facility is located.
- c) An historical name that once applied to the area where the facility is located.
- d) The municipal location.
- e) After an event(s) or distinguished person(s) recognized as having made an outstanding contribution to the Division, community, province, or country. Names of individuals should only be used posthumously.

Naming the library after Sergeant Tommy Prince would fall under criteria e).

There are also guidelines in AP 7035 for when a school wishes to name a section of their school.

AP 7035 also notes that a facility name that is already in use should be avoided, especially if in a neighbouring school division.

The Department of National Defence and Canadian Forces Base Shilo do not have any hold over the name Tommy Prince nor any reservations regarding Brandon School Division naming a library after Sergeant Tommy Prince.

There is a Sergeant Tommy Prince School in Scanterbury, Manitoba currently.

Other veterans could be considered, such as Indigenous Elder Joseph Meconse who served with the 2PPCLI in Germany and Cyprus and played a significant role in the creation and installment of the National Aboriginal Veterans Monument in Ottawa, and who received the Order of Manitoba in 2009.

Recommendation:

While this specific Trustee Inquiry is not wholly covered by Administrative Procedure 7035, Senior Administration would recommend the following process to align with the intent of the Administrative Procedure.

- Establish an ad hoc committee to bring forward a recommendation to the Board of Trustees, consisting of two trustees appointed by the Board, a facility administrator, two community representatives, and a member of Senior Administration.
- Ad hoc committee would reach out to community organizations to elicit suggestions and input. The community organizations would include but

not be limited to Brandon Urban Aboriginal Peoples Council; Brandon Friendship Centre; Royal Canadian Legion; Sioux Valley Dakota Nation Chief and Council; Southern Chiefs' Organization; Manitoba Métis Federation; ANAF (Army, Navy, and Air Force); and Indigenous Veterans Manitoba Incorporated.

- Ad hoc committee would establish communication with the family of the nominee to involve them in the process and to seek concurrence.
- Ad hoc committee would present recommendation including the length of time for the naming to the Board of Trustees.
- Ad hoc committee would report back to community organizations regarding the outcome of the naming process.

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



BRANDON SCHOOL DIVISION

Education and Community Relations Committee Minutes

Monday, April 11, 2022 – 6:00 p.m.
Boardroom, Administration Office

Present:	S. Bambridge	
	K. Fallis	B. Foley
	J. Gobeil	D. Kejick
	J. Murray	L. Ross
Also Present:	D. Labossiere	M. Gustafson
	S. Gilleshammer	J. Zilkey
Regrets:	C. Ekenna	
	L. Letain	

1. COMMITTEE ITEMS

A. **Research Request – Allison Cruse, Graduate Student, Speech Language Pathology Program, St. Cloud State University**

Trustees reviewed the information and recommendation from the Brandon School Division Research Advisory Committee regarding Allison Cruse's research project entitled "*Use of Non-Referential Gestures in Children*".

The Committee agreed to the recommendation as presented.

Recommendation:

That the Board approve the research request from Allison Cruse, Graduate Student, Speech Language Pathology Program, St. Cloud State University, for the research project entitled "*Use of Non-Referential Gestures in Children*".

B. **Approved Research Request – Dr. Lesley Eblie Trudel, Associate Dean, Faculty of Education, University of Winnipeg**

Mr. Mathew Gustafson, Superintendent/CEO, reviewed the research request from Dr. Trudel titled: "*A Study on the Use of School Suspensions in Manitoba, Canada*."

The research project is focused on current practices involving the suspension of students in Manitoba schools, and how these practices and/or others support and protect children and youth as they emerge into adulthood. Ethics approval was provided by the University Human Research Ethics Board of the University of Winnipeg.

The target group for participation is school administrators. The research does not involve students.

The Brandon School Division Research Advisory Committee reviewed the request. The research project was approved by the Superintendent/CEO. Trustees asked questions for clarification.

Respectfully submitted,

C. Ekenna



BRANDON SCHOOL DIVISION

Finance and Facilities Committee Minutes

Monday, April 11, 2022 – 6:00 p.m.
Boardroom, Administration Office

Present: S. Bambridge B. Foley
K. Fallis J. Gobeil
D. Kejick J. Murray
L. Ross

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

Regrets: C. Ekenna
L. Letain

1. COMMITTEE ITEMS

A. Tuition Fees – 2022-2023 School Year

Mr. Denis Labossiere, Secretary-Treasurer, spoke to this item and reviewed the tuition fees for 2022-2023. He noted that the FRAME Budget Report for 2021-2022 had not yet been completed by the Province, therefore the Metro School Division Residual Fee Report is not available at this time. The Residential Fee will be determined at a later date.

Trustees asked questions for clarification regarding Metro divisions, program not offered and International students. The Committee agreed to the recommendation as presented

Recommendation:

That the following tuition fees be approved for the 2022-2023 year:

Transfer Fee	\$ 1,300
Non-Resident Fee (First Nations)	\$13,000
International Student Fees	\$13,000

B. 2022 Spring Accessibility Report

Ms. Susan Gilleshammer, Assistant Superintendent, reviewed her update report for Brandon School Division's Accessibility Plan, which was formally approved by the Board of Trustees in January of 2017. She provided a summary of progress toward the implementation of the five accessibility standards:

- Customer Service
- Employment
- Information and communication
- Build Environment
- Transportation

The 2021-2022 Accessibility working Group was re-established to reflect recent personnel changes. The Brandon School Division's Summary Audit Details document as of April 2022 was also provided as information.

Trustees asked questions for clarification.

C. Confirm Payments of Account (March)

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

The reports were accepted as circulated.

D. Review Monthly Reports (February)

Projections

Mr. Labossiere reviewed the Summary of Forecasted Variances and answered Trustee questions.

Monthly Reports

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

The reports were accepted as circulated.

E. Expanded Capital Request

The Secretary-Treasurer reviewed Brandon School Division's Expanded Capital Request, which was submitted to the Province in January 2022.

Mr. Labossiere reviewed the Expanded Capital Support Program Project Support Letter from Education Funding Branch, which provided the Division with \$444,000 in Project support as follows:

- École Harrison – Ventilation assessment and remediation - \$87,000
- Riverheights School – Ventilation assessment and remediation - \$130,000
- Vincent Massey High School – Ventilation assessment and remediation - \$227,000

Vincent Massey High School – Gymnasium Flooring Replacement

Mr. Labossiere spoke on the gymnasium flooring at Vincent Massey High School, advising that there are areas of safety concern and areas of inconsistency on the floor that need to be addressed and repaired as soon as possible.

He provided and reviewed the following documents:

- Results of the gymnasium hardwood flooring inspection from September 30, 2021
- Quote for new hardwood flooring installation – September 30, 2021
- Cost estimate for hardwood flooring replacement

Mr. Labossiere noted that the Vincent Massey High School gymnasium floor request was not approved through the Expanded Capital Request, and that gymnasium floor replacements have been the Division's responsibility in the past with the exception of the Meadows School gymnasium floor.

He recommended that the Division proceed with a tender for the project so that the Vincent Massey High School gymnasium floor can be placed in the summer and that the project be funded through Accumulated Surplus. Trustees agrees to tendering the project.

The Secretary-Treasurer also spoke on door lever handles and recommended the purchase of 200 door lever handles to continue addressing accessibility. The Committee agreed to the purchase of 200 door lever handles.

2. OPERATIONS INFORMATION

- The Secretary-Treasurer provided an update on the following:
 - i. Education Funding Branch – Roof Replacement – Crocus Plains Regional Secondary School
- Tender/Quotation Summary – Under \$50,000:
 - ii. Stationery Supplies

Respectfully submitted,

K. Fallis



Appendix 'A'

e-bulletin

April 20, 2022

MANITOBA
School Boards
ASSOCIATION

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

www.mbschoolboards.ca

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

MSI COMMITTEE VACANCY

The Manitoba Schools Insurance ([MSI](#)) committee is looking for a volunteer school trustee to fill a vacancy at the table. The MSI program works with the Manitoba School Boards Association (MSBA) to provide comprehensive insurance coverage to over 800 schools with the best insurance coverages, reasonable and stable pricing and comprehensive risk management techniques.

The committee consists of five trustees as appointed by the MSBA Executive, and two members of the Manitoba Association of School Business Officials ([MASBO](#)) as appointed by MASBO.

As a committee member you will oversee and manage the operation of the MSI. Committee meetings will be held a minimum of three times per year, or at the discretion of the Chair. For a full description of this volunteer role, please [contact](#) MSBA Risk Manager, Darren Thomas.

COUNCIL OF THE FEDERATION (COF) AWARD FOR INNOVATION IN MENTAL HEALTH AND ADDICTIONS CARE

The Manitoba government is calling on Manitobans to nominate individuals and organizations for an opportunity to win a \$5,000 Council of the Federation (COF) Award for innovation in mental health and addictions care.

The Award is a one-time grant to be given in the summer of 2022 which recognizes innovation and collaboration in the non-governmental, private and academic sectors. Thirteen awards will be presented, one per province and territory to support the initiative and further innovation.

All provinces and territories are implementing their own selection processes and will choose their own recipients. In Manitoba, a nomination review committee has been established with representatives from the Department of Mental Health and Community Wellness and from Shared Health. Nominations are now open and will be accepted until May 1, 2022. Applicants are encouraged to submit nominations via an online [form](#).

For more information on the award criteria and nomination process, visit the government [website](#).



WELCOME NEW LABOUR RELATIONS STAFF!

Effective April 11, 2022, MSBA has filled two vacant labour relations consultant positions. Please welcome Tripat Pachu and Chris Huppe when you have the opportunity. Both new team members have extensive labour relations and human resources experience. Tripat joins us from the labour relations department at the City of Winnipeg and Chris from the human resources department at Seine River School Division. They will begin working directly with school divisions in the near future.



REMINDER - SAVE THE DATES!

Know someone who is considering running for school trustee this fall? Join MSBA for two upcoming virtual events on May 4 and May 11, 2022, to learn more about becoming a trustee in Manitoba. No registration is required. Interested individuals can find information and links to the events [online](#).



**BUILDING CAPACITY
FOR OUR FUTURE**

VIMY PILGRIMAGE AWARD

[The Vimy Foundation](#) created the [Vimy Pilgrimage Award](#) to recognize the actions of young people who demonstrate an outstanding commitment to volunteer work through positive contributions or notable deeds that benefit their peers, school, community, province, or country.

The Vimy Pilgrimage Award consists of a fully funded week-long educational program in Belgium and France to study Canada's First World War effort. The program is scheduled for November 2022 and features daily visits to important First World War sites including museums, cemeteries, and historic battlefields. A total of 22 students will be selected for the 2022 program.

Deadline to apply is May 10, 2022. Visit the [website](#) to review the terms and conditions and to view the application form and criteria.



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Council of the Federation Award for INNOVATION in

MENTAL HEALTH AND ADDICTIONS CARE 2022

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THE BRANDON SCHOOL DIVISION

BYLAW NO. 1/2022

A Bylaw of the Board of Trustees of The Brandon School Division in Manitoba, providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2022 to June 30, 2023.

WHEREAS the estimates of the said School Division for the above-mentioned fiscal period have been made and the budget of the Division for the fiscal year of July 1, 2022 to June 30, 2023 was the sum of **ONE HUNDRED AND FOURTEEN MILLION, FOUR HUNDRED AND NINETY-ONE THOUSAND, FIVE HUNDRED (\$114,491,500) DOLLARS**.

AND WHEREAS the Board of Trustees of the said School Division have not yet received any moneys on account of School Taxes for the year 2022-2023 from Municipalities nor any moneys from the Provincial Government by way of grant for the year 2022-2023 SAVE THE SUM OF *nil* Dollars (\$ --) from MUNICIPALITIES and THE SUM OF *nil* Dollars (\$ --) from the PROVINCIAL GOVERNMENT.

AND WHEREAS no moneys have been previously borrowed to meet the expenditures of the 2022-2023 fiscal period SAVE AS SET OUT IN THE FOLLOWING SCHEDULE, THAT IS TO SAY: Nothing previously borrowed.

AND WHEREAS the amount (if any) heretobefore borrowed and the amount hereby authorized to be borrowed do not exceed the amount of the said estimate after deducting therefrom such sums (if any) as have been paid over by Municipalities or by the Provincial Government on account of the amount required for July 1, 2022 to June 30, 2023 expenses of the School Division.

NOW THEREFORE the Board of Trustees of The Brandon School Division, in session assembled enacts as follows:

(1) THAT the Board of Trustees of the said School Division do borrow up to the sum **TWENTY MILLION (\$20,000,000) DOLLARS** from THE CANADIAN IMPERIAL BANK OF COMMERCE upon the credit of the said School Division, and do pay or agree to pay interest thereon either in advance or at maturity, and in either case after maturity, at the rate of PRIME less 0.6 per centum per annum.

(2) THAT the said borrowing may be by means of (a) an overdraft on the account of the School Division with the Bank by cheques signed by the Chairperson or Vice-Chairperson & Secretary-Treasurer or Assistant Secretary-Treasurer of the said School Division, or (b) a promissory note or notes of the said School Division, such note or notes to be attested by the signatures of the Chairperson and Secretary-Treasurer of the said School Division.

(3) THAT the amount so borrowed shall be a first charge upon any moneys to be received by the Board of Trustees on account of the estimate for July 1, 2022 to June 30, 2023 for the purposes of the said School Division whether from the Municipality or from the Provincial Government or from any other source and as the same are received the said School Division shall deposit them with the said Bank for payment of the amount so borrowed with interest thereon but the said Bank shall not be restricted thereto for payment of the sum or sums so borrowed nor shall it be bound to wait for repayment of the moneys so borrowed until the Municipality or the Provincial Government has discharged its obligation to the School Division nor be obliged to see that moneys paid to the School Division are deposited or applied as aforesaid

(4) THAT this Bylaw shall extend to and cover borrowings by the said Board of Trustees for the period commencing the 1st day of July, 2022, and to the extent necessary, this Bylaw shall have retroactive effect so as to be deemed in full force and effect at the commencement of said term.

(5) THAT nothing herein contained shall waive, prejudicially affect or exclude any right, power, benefit or security by statute, common law or otherwise given to or implied in favor of the said Bank.

GIVEN FIRST READING by the said Board of Trustees of The Brandon School Division, assembled at Brandon, in the Province of Manitoba, this 25th day of April, 2022.

SECOND READING: _____ day of _____, 2022.

THIRD READING: _____ day of _____, 2022.

Chairperson

Secretary-Treasurer

I, Denis Labossiere, Secretary-Treasurer of The Brandon School Division
DO HEREBY CERTIFY the above to be a true copy of
Bylaw No. 1/2022.

Secretary-Treasurer