Report of Senior Administration to the Board of Trustees

November 23, 2009

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4. **Correspondence**

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

Dr. Donna M. Michaels
Superintendent of Schools/
Chief Executive Officer

A. Business Arising for Board Action

I. PRESENTATIONS

FROM SCHOOLS

Alexander School
Crocus Plains Regional Secondary School

FROM LEARNING SUPPORT SERVICES

High Ability Learners Enrichment Programming (HALEP)
– Brooke Williams, Syndi Wright, Eileen Agar, Peggy Hurd, Shannon Graham

II. HUMAN RESOURCES

III. SECRETARY-TREASURER

1. PENSION PARTICIPATION AGREEMENT

For Action.....G. Barnes

Manitoba School Boards Association has forwarded communication requesting that a new Participation Agreement be executed with our Division for administration of the non-teaching pension plan. The new Agreement provides for updating the Association name and contribution rate. A copy of the information is attached as Appendix A.
A motion is included in the agenda for Board consideration. Please contact me should you require further information.

RECOMMENDATION:
That the Participation Agreement with The Manitoba School Boards Association for administration of the non-teaching employees' pension plan be approved; and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.

2. PROPOSAL FOR PHOTOCOPIER EQUIPMENT CROCUS PLAINS REGIONAL SECONDARY SCHOOL

For Action..... K. Zabowski

RECOMMENDATION:
That the low proposal of Gold Business Machines Brandon Ltd. for the supply, installation and service of photocopier equipment at Crocus Plains Regional Secondary School be accepted in the estimated amount of $62,220 for 3 Kyocera TASKalfa 820 photocopiers (one with 'booklet folder/stapler option') be accepted and approval be granted to enter into a 48-month lease in accordance with the proposal. Appendix B attached.

3. BRANDON CAREER SYMPOSIUM – REQUEST FOR FUNDS

For Action.....G. Barnes

Correspondence has been received from the Brandon Career Symposium 2010 indicating that the Career Symposium is scheduled to take place at the Keystone Centre in Brandon on March 8 – 10, 2010.

The objective of the Career Symposium is to create an environment where youth can visit informative and interactive displays, attend speaker sessions and meet with Manitoba's leading representatives in business and education to discover career and educational paths for ongoing personal growth and development.

As in past years, they are seeking the support of the Brandon School Division in the form of $2,000. This amount is to cover the costs of students from the Brandon School Division that attend the Career Symposium. This amount has been budgeted for.

RECOMMENDATION:
That the request of the Brandon Career Symposium 2010 for financial support be approved in the amount of $2,000.

IV. SUPERINTENDENT OF SCHOOLS

1. CROCUS PLAINS REGIONAL SECONDARY SCHOOL OFF-SITE ACTIVITY REQUEST

For Action..... D. Michaels

Crocus Plains Regional Secondary School has submitted an off-site activity request (attached as Appendix C for Trustee consideration) for grades 10-12 hockey students to make a trip to Minneapolis, Minnesota from December 27, 2009 to January 1, 2010. Mr. Terry Osiowy, Principal and Mr. Greg Malazdrewicz, Associate Superintendent have approved this trip. Approval from the Board of Trustees is respectfully requested.

RECOMMENDATION:
That the Crocus Plains Regional Secondary School trip involving 19 male hockey students to Minneapolis, Minnesota from December 27, 2009 – January 1, 2010 be approved and carried out in accordance with Board Policy/Procedures 4001 Off-Site Activities.

2. EARL OXFORD PARENT COUNCIL REQUEST FOR ADDITIONAL TEACHING STAFF FOR GRADE SEVEN CLASSES

For Action..... D. Michaels

The following is provided in response to Board request for follow-up on parent letter regarding concerns about the class size and composition of the school's two grade seven classes.

Through our regular staffing processes this year Earl Oxford received an additional 0.5 FTE teacher to address large class sizes (two classes at 33 students) at grade 8 in April

and an additional 0.5 FTE in October which was again applied to grade 8; of which some time is being used to deliver "pull-out" EAL programming. Additional time was given in the spring for Resource, Music and Literacy (1.0 FTE).

The grade 7 classes have increased in size somewhat through the fall, and have stabilized at 30 students. The mix does include EAL and level funded students, similar to other classrooms across the system. Opposite French, Earl Oxford delivers a Language Arts Enrichment (LAE) program. Mr. Lehman, Principal has submitted a plan to alleviate the large class sizes by splitting his LAE class utilizing some of the extra time he had previously allocated to guidance, resource and Physical Education (Leadership) and to maintain his administrative time.

V. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES

B. Administrative Information

I. HUMAN RESOURCES

1. PERSONNEL REPORT

For Information ..... B. Switzer

Included in the agenda package as Confidential #1 is the Personnel Report, a listing of resignations and employment approved by the Superintendent of Schools and Secretary-Treasurer since the last meeting.

II. SECRETARY-TREASURER

III. SUPERINTENDENT OF SCHOOLS

1. SCHOOL INFORMATION

For Information ..... D. Michaels

A. SUSPENSIONS

SCHOOL	NO./STUDENTS	NO./DAYS	REASON
Crocus Plains	5	3, 5	Assaultive, Unacceptable Behaviour
King George	1	5	Assaultive Behaviour
Neelin	5	5, 10, 15	Assaultive, Drug and Alcohol, Unacceptable
Vincent Massey	3	5	Unacceptable Behaviour

B. BRANDON SCHOOL DIVISION
ENGLISH AS AN ADDITION LANGUAGE (EAL) ENROLMENT UPDATE / OCTOBER 30, 2009

The Brandon School Division Currently has 626 English as an Additional Language (EAL) Students.

- 27 new registrations for the current school year were received in October 2009;
- 13 students have moved away from Brandon or have been discontinued as EAL students.

The number of new EAL registrations received since June 2009, by month, is as follows:

Month of Registration	Number of New EAL Registrations Received
June 2009	11
July 2009	38
August 2009	22
September 2009	17
October 2009	27
Total	115

The current school totals are as follows:

Alexander	0
Betty Gibson	65
Crocus Plains	54
Earl Oxford	9
George Fitton	22
Green Acres	6
Harrison	9
J.R. Reid	6
King George	70
Kirkcaldy Heights	9
Linden Lanes	5
Meadows	58
Neelin	16
New Era	47
O'Kelly	2
Riverheights	12
Riverview	44
St. Augustine	22
Spring Valley	14
Valleyview Centennial	5
Vincent Massey	113
Waverly Park	38
Total	626

The number of students who left Brandon School Division from the beginning of October to the end of October is thirteen (13).

Of the thirteen (13) students that left the Brandon School Division:

- one (1) student changed catchment areas;
- three (3) students were discontinued from EAL;
- one (1) student left school to work full time;
- one (1) student moved to another Division in Manitoba;

- one (1) student moved out of Province (remained within Canada); and
- six (6) students returned home – four (4) to Germany and two (2) to China.

This information is respectfully submitted as information.

C. School Matters

Report on the Canada Science and Technology Museum Consultation Session / November 2, 2009

On November 2, 2009, Ms. Andrea Perry, Teacher, Neelin High School, attended a Canada Science and Technology Museum consultation session in Winnipeg. The following report was prepared by Ms. Perry.

I attended the Canada Science and Technology Museum consultation in Winnipeg on November 2nd, 2009. I found this consultation both interesting and informative. I actually knew very little about the museum and what it has to offer. The museum is located in Ottawa and has an extensive collection. Unfortunately, the location only allows for 2% of the collection to be on display at one time. The purpose of this consultation was to hear opinions from different stakeholders as to what the future museum could look like.

The museum offers traveling exhibitions, artifact loans, distance education programs, education kits, and has an excellent website. Since the museum is located in Ottawa, I was specifically interested in the education kits and how they focus on a specific topic and available to educators for use in their classrooms. The website was also of interest to me as it provides users with a connection to the entire national collection and has a compilation of teacher resources. A suggestion was made for the development of virtual programs on the website allowing access to all Canadians from both school and home.

As a Science teacher, I believe the History of Science and Technology is an important part of educating our youth. It sometimes can be a challenge to engage and inspire students in their scientific and technological past, present, and future. Giving them a place to visit and explore the stories about how science and technology have transformed our lives, either in person or through the internet, may help to create an interest and passion in Science and it's rich history. I voiced my opinion of the importance in reaching kids through relevant experiences and suggested that one very important group of people they may wish to consult with are students themselves.

2. DIVISIONAL INITIATIVES

For Information ..... D. Michaels

STRATEGIC DIRECTION: QUALITY TEACHING
EARLY YEARS TO MIDDLE YEARS TRANSITION INITIATIVE

During the 2009/2010 operating budget the Board of Trustees allocated .25 teaching positions to address matters of class size and composition in schools to be identified. It was decided administratively that the position would be deployed to Betty Gibson and St. Augustine Schools to focus on the transition of students from early to middle years. Both schools have complex class composition situations. The deployment of the teaching staff is specifically to address low student skill development so that these students can achieve more closely to grade level in literacy and numeracy.

On October 27, 2009 I met with Mrs. B. Howell, Principal, St. Augustine School, and Mr. P. Vickers, Principal, Betty Gibson School, to review the implementation of this initiative. Mrs. D. Wilkinson, Principal, Valleyview Centennial School, attended as she has deployed teaching staff to address similar matters at Valleyview. Similarly, Mrs. Dane, Principal, Meadows School, has deployed teaching staff for this focus. Mrs. Dane was unable to attend the meeting.

Mrs. Howell advised that the deployed teaching staff focuses on the students who have the lowest achievement in literacy and numeracy in grade four. These students have normal cognitive ability and various learning disabilities that prevent achievement at grade level. These include difficulties with word processing, working memory, and a generalized lack of foundational skills.

Mr. Vickers advised that the deployed teaching staff focuses on the teaching of foundational skills to students, grades 2 to 6 in numeracy and grades 4 to 6 in literacy. These students receive small group instruction on a daily basis. Reasons for lack of achievement are as noted above including high transience of students.

Ms. Wilkinson advised that the emphasis in this initiative at Valleyview focuses on grades 1 to 4 students whose numeracy skills are weak. These students are instructed in small groups according to common needs.

The common assessment tools being used to determine student growth are selected benchmark tools and the Weschler tests. This data will be recorded at these individual schools and then aggregated at the Divisional level.

It is to be noted that educational research references the importance of small group and individualized instruction for students with delayed skill development in literacy and numeracy.

Mrs. Howell, Mr. Vickers, and Mrs. Wilkinson spoke to the beneficial nature of this initiative in their respective schools. Teacher and student response is very positive. It is an excellent example of job-embedded learning.

SENIOR HIGH ACCESS COMMITTEE MEETING / NOVEMBER 12, 2009

The regular meeting of the Senior High Access Committee (SHAC) was held on November 12, 2009. The following is a summary of the matters worked upon and considered.

Implementation of Strategic Directions 2008-2011
Quality Learning / Quality Teaching / Quality Support Services

1. Senior High Review

   The purpose of this matter was to review the work being done to address each of the three major initiatives of the Senior High Review.

   a) Student Engagement Survey – further information is needed regarding the nature of the survey and its usefulness and application to our work in the Senior High Review. Sean Brown will contact the developer of the survey used in the EAC National research (2008/2009) to ascertain if he can meet with us locally or by teleconference.

      Upon receiving and considering further information it will be decided upon as to its application to our context.

   b) Current Course/Program Summary – Michael Adamski and a SHAC sub-committee will prepared this summary.

   c) Identification of Models for Senior High Education – prior to consideration of such a Tri-=High staff discussion is required at each high school site and then at the Divisional level related to our strategic goal and three directions of Quality Learning, Quality Teaching, Quality Support Services. An indepth discussion was held related to the nature of the question and the processes of discussion and dialogue.

      Terry Osiowy will coordinate the question/process development to report back at the December 11, 2009 SHAC meeting.

      Integral to the discussion of this latter point was the very clearly stated requirement of time within the school day for staff conversation and collaborative planning.

      Each of these initiatives, related to the SHR, will be reported upon for further discussion and decisions, as required, at the next SHAC meeting on December 11, 2009.

Management Items

a) Meeting of Superintendent, Senior High Principals (reps), Counsellors and BU Faculty of Arts Dean (Dr. B. Strang), Faculty Reps re: Recruitment of Brandon School Division Graduates to Brandon University scheduled for Wednesday, November 25, 2009; 2:30 to 4:00pm; Brandon University/Faculty of Arts.

b) Local Marker Timing / Mathematics and English Language Arts

c) Addictions Foundation of Manitoba / increased costs

d) School Resource Officer Replacement Process

e) Building Community Meeting

f) Teen Clinic

g) Brandon Career Symposium

UPDATES ON IMPLEMENTATION OF SINGLE TRACK FRENCH IMMERSION PROGRAM

Following approval by the Board of Trustees on November 9, 2009 to move forward with the implementation of a Kindergarten to Grade 8 single track French Immersion program at Harrison School beginning in September 2010, the Single Track Steering Committee met on November 12, 2009 to continue with the implementation work.

The Steering Committee is focusing on matters related to school configurations, budget, scheduling of physical education classes at George Fitton, and staffing. Meetings with teaching and support staff will be scheduled as per the Implementation Plan.

The next meeting of the Steering Committee will take place on November 25, 2009.

3. COMMUNITY CONNECTIONS

For Information ..... D. Michaels

INSTALLATION OF DR. DEBORAH C. POFF AS PRESIDENT AND VICE-CHANCELLOR OF BRANDON UNIVERSITY / OCTOBER 24, 2009

On Saturday, October 24, 2009, I was pleased to attend the installation of Dr. Deborah Poff as President and Vice-Chancellor of Brandon University.

Dr. Poff brings very special leadership and personal qualities to this position at Brandon University, and in a very short time she has demonstrated her willingness and ability to include the community and its voices in the life of the University.

I look forward with anticipation to working with Dr. Poff and Brandon University in providing our Kindergarten to adult (K-adult) learners with equitable access to quality learning opportunities.

MEETING WITH MR. LARRY BUDZINSKI, PLANNING CONSULTANT, MANITOBA EDUCATION, CITIZENSHIP AND YOUTH / OCTOBER 29, 2009

The purpose of the meeting was to review Brandon School Division categorical grants expenditures and the relationship to locally established priorities.

Mr. Budzinski reviewed the forthcoming Divisional/Regional format for the Review of Categorical Grant meeting in Brandon on March 4, 2010. Areas to be addressed are:

- Early Literacy Intervention
- Aboriginal Academic Achievement
- Early Numeracy Initiative
- Student Services Grant
- Early Childhood Development Initiative
- Basic French
- English as an Additional Language
- Middle Years Experiential Learning

In the forthcoming discussion the areas to be addressed are successes, challenges, recommendations and other specific grant-related items.

MEETING RE: B.J. HALES MUSEUM WITH DR. A. GULLIVER, DEAN, FACULTY OF SCIENCE, BRANDON UNIVERSITY; AND MR. A. COPELAND, VICE-PRESIDENT – ACADEMIC, ASSINIBOINE COMMUNITY COLLEGE / NOVEMBER 23, 2009

G. Barnes and I met with Dr. Gulliver and Mr. Copeland to discuss the future placement of the B.J. Hales Museum collection. Dr. Gulliver indicated that Brandon University has no further space in which to place it. He commented on the very worthwhile nature of the collection. Some of the items in the collection (1880s to 1930s) are irreplaceable. There are some parts of the collection yet to be displayed. Approximately 2500 to 3000 square feet are required for the collection's display.

Mr. Copeland indicated that space at Assiniboine Community College is not available. He indicated that there is space at the Peace Gardens where a natural resources museum is being developed. We also discussed its inclusion in a possible Brandon General Museum and Archives should it be developed. Mr. Barnes commented that the B.J. Hales collection is of great benefit to the community and could be a tourist attraction.

It was agreed that the next step is to look into the possibility of the Brandon General Museum and Archives.

Appendix A

This Agreement is made on the 4th day of November, 2009.

Between:

The Manitoba School Boards Association

(the "Association")

and

BRANDON SCHOOL DIVISION

(the "Participating School Board")

PARTICIPATION AGREEMENT

The Association (formerly known as The Manitoba Association of School Trustees) has established The Manitoba School Boards Association Pension Plan for Non-Teaching Employees of Public School Boards in Manitoba, a retirement pension plan in Manitoba, which has been in existence since August 1, 1974, as amended, restated or replaced from time to time (the "Plan").

Pursuant to the terms of the Plan, the Participating School Board and the members of the Plan have made contributions in respect thereto (the "Pension Fund").

A Trust Agreement has been executed by the Association and the First Pension Trustees on June 10th, 1996 as may be amended, restated or replaced from time to time (the "Trust Agreement").

The Association, as at the first day of January, 1996, has agreed to be the Plan Administrator under the Trust Agreement.

The Association is empowered by the Pension Trustees to execute this Participation Agreement on their behalf.

Pursuant to the Trust Agreement all School Boards participating in the Plan are required to make certain contributions to the Pension Fund.

The Participating School Board is aware of the terms and conditions of both the Trust Agreement and the Plan.

In consideration of the recitals, the parties agree to the following:

1. The Association covenants and agrees to act as Plan Administrator until changed by the Pension Trustees in accordance with the Trust Agreement.

2. The Participating School Board shall:

   a. pay the amounts, and

   b. provide reporting and accounting.

3. The Participating School Board is bound by the terms of the Trust Agreement and agrees to be bound by the terms of the Plan, both as amended from time to time.

4. The Pension Trustees shall provide benefits from the Pension Fund to each employee of the Participating School Board who participates by this Agreement in such manner as set out in the terms of the Plan as registered with the Manitoba Pension Commission and with Revenue Canada Taxation.

5. The Participating School Board shall provide to the Pension Trustees, or to the Plan Administrator on their behalf, a list of all of its employees contributing to the Plan, together with applications for participation signed by each applicant employee.

6. The Participating School Board shall pay to the Pension Trustees for deposit to the Pension Fund an amount determined in accordance with Section 5.1 of the Plan plus an amount for deposit to the Administration Account equal to 1.2% of the pensionable earnings of the Plan members employed by the Participating School Board, or such other amount or percentage as may be determined from time to time by the Pension Trustees in accordance with the Trust Agreement. One-twelfth of the Participating School Board's annual contribution to the Pension Fund and the Administration Account shall be remitted each month.

7. The Participating School Board shall provide contribution reports to the Pension Trustees, or to the Plan Administrator on their behalf, in the manner and form as the Pension Trustees may require.

8. The Participating School Board agrees to abide by the reasonable rules passed by the Pension Trustees for the operation of participation agreements and the receipt of contributions through such agreements.

9. This Agreement shall terminate:

   a) in accordance with the terms and conditions of the Trust Agreement; or

   b) if the Participating School Board's participation in the Plan is terminated in accordance with the terms of the Trust Agreement; or

   c) upon the effective date of withdrawal of the Participating School Board from participation in the Plan, in accordance with the terms of the Trust Agreement.

10. This agreement shall be binding upon and shall enure to the benefit of the parties, their respective trustees, administrators, successors and assigns.

Signed Sealed and Delivered:

For the _____ School Board

_____
Witness

_____
Witness

Per: _____
Name:
Position: Secretary-Treasurer
I have authority to bind the Participating School Board.

Per: _____
Name:
Position: Board Chairperson
I have authority to bind the Participating School Board.

For The Manitoba School Boards Association

_____
Witness

_____
Witness

Per: _____
Name:
Position: President
I have authority to bind the Association.

Per: _____
Name:
Position: Executive Director
I have authority to bind the Association.

Appendix B

Brandon School Division

"Accepting the Challenge"

File Code:

November 13, 2009

TO: The Chairperson and Members
The Brandon School Division

RE: PROPOSAL FOR SUPPLY AND INSTALLATION OF PHOTOCOPIER EQUIPMENT
CROCUS PLAINS REGIONAL SECONDARY SCHOOL

A Proposal for three photocopiers at Crocus Plains Regional Secondary School was advertised in the Brandon Sun and forwarded to six firms. The proposal was for three 80+ copy per minute 'Segment 5' copiers with a consistent target recommended range of 75,000 to 150,000 copies per month. One of the copiers is to have a 'booklet folder/stapler option' and two without this option. The five companies responding to the proposal were Gold Business Machines Brandon Ltd., Ikon Business Services, Konica Minolta Business Solutions Kelty Marketing and Office Innovations Inc. for six different proposals for the 'booklet folder/stapler option' copier and seven different proposals for the non 'booklet folder/stapler option' copiers. Two options were requested being a 60 and 48 month lease.

The lowest bids for both types of photocopiers for both the 60-month and 48-month term were submitted by Gold Business Machines Brandon Ltd. They provided two proposals for the non 'booklet folder/stapler option'. The lower priced option did not meet the required output speeds, so the higher priced option is considered the better option. As noted on the attached summary sheet, the prices from Gold Business Machines were significantly lower in all instances. Crocus Plains Regional Secondary School is currently using photocopiers from Gold Business Machines Brandon Ltd. and has been very satisfied with the machines and the service provided. By signing for a term of 48 months, all Division photocopiers would come up for renewal at the same time, allowing for one Proposal for all photocopiers rather than two separate ones. It is recommended therefore that the low proposal from Gold Business Machines Brandon Ltd. be accepted for a 48-month term

Recommendation:
That the low proposal of Gold Business Machines Brandon Ltd. for the supply, installation and service of photocopier equipment at Crocus Plains Regional Secondary School be accepted in the estimated amount of $62,220 for 3 Kyocera TASKalfa 820 photocopiers (one with 'booklet folder/stapler option') be accepted and approval be granted to enter into a 48-month lease in accordance with the proposal.

Respectfully submitted,

Kevin Zabowski, CGA
Assistant Secretary-Treasurer

GFB/wej
PhotocopierEquipmentCP.docx

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THE BRANDON SCHOOL DIVISION
PROPOSAL SUMMARY - PHOTOCOPIER EQUIPMENT - CROCUS PLAINS
AUGUST 2009

	Konica Minolta		Konica Minolta		Gold Business		Gold Business		IKON		Office Innovations		Kelty Marketing	
Make/Model Number	BH 950		BH 950 (c/w LU 407 LCC (4,500 sheets)		Option 1	Kyocera TA 820	Option 2 (Without Booklet Folder)	Kyocera TA 620 (upstairs)	Ricoh Aficio MP X001		Sharpe MXM850		Xerox 4112	
Quantity - 1 With Booklet Folder/Stapler Option Equipment Cost	Unit Cost $ 24,497.00		Unit Cost $ 25,671.80		Unit Cost $ 15,291.49		Unit Cost $ 15,291.49		Unit Cost $ 19,802.00		Unit Cost $ 22,845.00		Unit Cost $ 35,400.00	
1. Lease costs Quarterly payment														
60 month term	$ 1,477.91	9.75%	$ 1,548.78	9.75%	$ 936.60	7.297%	$ 936.60	7.297%	$ 1,245.55	10.500%	$ 1,339.15	5.20%	$ 1,949.18	3.00%
48 month term	$ 1,760.85	9.75%	$ 1,845.29	9.75%	$ 1,115.82	8.125%	$ 1,115.82	8.125%	$ 1,449.50	9.400%	$ 1,620.85	5.20%	$ 2,235.76	4.00%
Quantity - 2 Without Booklet Folder Option Equipment Cost	Unit Cost $ 24,470.60	Total Cost $ 48,941.20	Unit Cost $ 25,645.40	Total Cost $ 51,290.80	Unit Cost $ 14,474.96	Total Cost $ 28,949.92	Unit Cost $ 11,779.00	Total Cost $ 23,558.00	Unit Cost $ 19,860.00	Total Cost $ 39,320.00	Unit Cost $ 22,175.00	Total Cost $ 44,350.00	Unit Cost $ 31,900.00	Total Cost $ 63,800.00
Quarterly payment														
60 month term	$ 1,476.32	$ 2,952.64	$ 1,547.19	$ 3,094.38	$ 1,056.24	$ 2,112.48	$ 721.45	$ 1,442.90	$ 1,236.61	$ 2,473.22	$ 1,299.90	$ 2,599.80	$ 1,738.62	$ 3,477.24
48 month term	$ 1,758.95	$ 3,517.90	$ 1,843.40	$ 3,686.80	$ 886.59	$ 1,773.18	$ 859.49	$ 1,718.98	$ 1,450.90	$ 2,901.80	$ 1,573.30	$ 3,146.60	$ 2,092.36	$ 4,184.72
Lease rate (%)	same as above		same as above		same as above		Same as above		Same as above		Same as above		Same as above	
2. Service including parts, labour, supply cost on per copy meter read basis excluding paper & transparencies).														
Fixed for contract term or minimum of 3 years.	$ 0.0051		$ 0.0051		$ 0.0062		$ 0.0062		$ 0.0060		$ 0.0059		$ 0.0063	
Fixed Term	36 months		36 months		36 months		36 months		60 months		36 months		60 months	
Maximum annual increase on service after fixed term (%)	7.00% $ 0.0055		7.00% $ 0.0055		5.65% $ 0.0066		5.65% $ 0.0066		0.00% $ 0.0060		5.00% $ 0.0062		0.00% $ 0.0063	
60 month term (based on Current Monthly Average 53,000 copies)	Years 1-3	$ 9,730.80	Years 1-3	$ 9,730.80	Years 1-3	$ 11,829.60	Years 1-3	$ 11,829.60	Years 1-3	$ 11,448.00	Years 1-3	$ 11,257.20	Years 1-3	$ 12,020.40
	Years 4-5	$ 6,941.30	Years 4-5	$ 6,941.30	Years 4-5	$ 8,331.98	Years 4-5	$ 8,331.98	Years 4-5	$ 7,632.00	Years 4-5	$ 7,880.04	Years 4-5	$ 8,013.60
		$ 16,672.10		$ 16,672.10		$ 20,161.58		$ 20,161.58		$ 19,080.00		$ 19,137.24		$ 20,034.00
48 month term (based on Current Monthly Average 53,000 copies)	Years 1-3	$ 9,730.80	Years 1-3	$ 9,730.80	Years 1-3	$ 11,829.60	Years 1-3	$ 11,829.60	Years 1-3	$ 11,448.00	Years 1-3	$ 11,257.20	Years 1-3	$ 12,020.40
	Year 4	$ 3,470.65	Year 4	$ 3,470.65	Year 4	$ 4,165.99	Year 4	$ 4,165.99	Year 4	$ 3,816.00	Year 4	$ 3,940.02	Year 4	$ 4,006.80
		$ 13,201.45		$ 13,201.45		$ 15,995.59		$ 15,995.59		$ 15,264.00		$ 15,197.22		$ 16,027.20
					Recommends CU Leasing for better Lease Rates Contact: Larry Cox 1-204-224-4206		Recommends CU Leasing for better Lease Rates Contact: Larry Cox 1-204-224-4206							

Proposals/2009/CP Photocopier Equipment Proposal Summary

Summary of Total Lease Costs							
Lease - 60 months	$ 88,611.00	$ 92,863.20	$ 60,981.60	$ 47,590.00	$ 74,375.40	$ 78,779.00	$ 108,528.40
Price per Copy	16,672.10	16,672.10	20,161.58	20,161.58	19,080.00	19,137.24	20,034.00
	$ 105,283.10	$ 109,535.30	$ 81,143.18	$ 67,751.58	$ 93,455.40	$ 97,916.24	$ 128,562.40
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