Report of Senior Administration to the Board of Trustees

January 11, 2010

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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 LEARNING SUPPORT SERVICES

Ms. Joanna Ford, Specialist, English as an Additional Language

II. HUMAN RESOURCES

III. SECRETARY-TREASURER

1. TENDER – PHOTOCOPY PAPER

For Action.....G. Barnes

RECOMMENDATION:

That the low tender for Photocopy Paper for the spring 2010 term in the amount of $26,840.00 (plus PST & GST) from Coast Paper F.O.B. Brandon, be accepted.

2. NEELIN HIGH SCHOOL OFF-CAMPUS SCHOLARSHIP AGREEMENTS

For Action.....G. Barnes

Mr. Doug Murray, General Manager, Murray Chevrolet Cadillac and Mr. John Kelleher, General Manager, Kelleher Ford Sales, would each like to continue with the a scholarship established last year for students graduating from the Neelin High School Off-Campus Program. The Agreements are attached as Appendix A. Recommendations approving the Agreements are included in the agenda. Please contact me should you have any questions in this regard.

RECOMMENDATION:

That the Agreement of the scholarship known as "The Murray Chevrolet Cadillac Scholarship" in the amount of $500.00 for the 2009-2010 school year with a review regarding the potential continuation of the scholarship for the 2010-2011 school year be approved and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

RECOMMENDATION:

That the Agreement of the scholarship known as "The Kelleher Ford Sales Scholarship in the amount of $100.00 for the 2009-2010 school year with a review regarding the potential continuation of the scholarship for the 2010-2011 school year be approved and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signature and seal of the Division thereto.

IV. SUPERINTENDENT OF SCHOOLS

1. VINCENT MASSEY HIGH SCHOOL OFF-SITE ACTIVITY REQUEST

For Action ..... D. Michaels

Vincent Massey High School has submitted an off-site activity request (attached as Appendix B for Trustee consideration) for grade 12 English Language Arts students to make a trip to London, England from March 24, 2010 to March 31, 2010. Mr. Mathew Gustafson, Principal, and Mr. Greg Malazdrewicz, Associate Superintendent, have approved this trip. Approval from the Board of Trustees is respectfully requested.

RECOMMENDATION:

That the Vincent Massey High School trip involving 7 male and 3 female English Language Arts students to London, England from March 24, 2010 to March 31, 2010 be approved and carried out in accordance with Board Policy/Procedures 4001 Off-Site Activities.

2. VINCENT MASSEY HIGH SCHOOL OFF-SITE ACTIVITY REQUEST

For Action ..... D. Michaels

Vincent Massey High School has submitted an off-site activity request (attached as Appendix C for Trustee consideration) for grades 9 and 10 female volleyball students to make a trip to Omaha, Nebraska from February 11, 2010 to February 15, 2010. Mr. Mathew Gustafson, Principal, and Mr. Greg Malazdrewicz, Associate Superintendent, have approved this trip. Approval from the Board of Trustees is respectfully requested.

RECOMMENDATION:

That the Vincent Massey High School trip involving 20 female volleyball students to Omaha, Nebraska from February 11, 2010 to February 15, 2010 be approved and carried out in accordance with Board Policy/Procedures 4001 Off-Site Activities.

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	13	3, 5, 10	Assaultive, Unacceptable Behaviour
Earl Oxford	1	10	Assaultive Behaviour
Neelin	2	5, 8	Unacceptable Behaviour
Vincent Massey	8	3, 5	Unacceptable Behaviour

B. SCHOOL MATTERS

ENGLISH AS AN ADDITIONAL LANGUAGE (EAL) ENROLMENT UPDATE / NOVEMBER 30, 2009

The Brandon School Division Currently has 651 English as an Additional Language (EAL) Students.

- 39 new registrations for the current school year were received in November 2009;
- 15 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
November 2009	39
Total	154

The current school totals are as follows:

Alexander	0
Betty Gibson	70
Crocus Plains	52
Earl Oxford	9
George Fitton	23
Green Acres	6
Harrison	13
J.R. Reid	9
King George	71
Kirkcaldy Heights	8
Linden Lanes	4
Meadows	62
Neelin	18
New Era	48
O'Kelly	2
Riverheights	15
Riverview	47
St. Augustine	22
Spring Valley	14
Valleyview Centennial	5
Vincent Massey	115
Waverly Park	38
Total	651

The number of students who left Brandon School Division from the beginning of November to the end of November is fifteen (15).

Of the fifteen (15) students that left the Brandon School Division:

- five (5) students changed catchment areas;
- one (1) student was discontinued from EAL;
- six (6) students moved out of Province (remained within Canada); and
- three (3) students returned home – two (2) to Korea and one (1) to El Salvador.

This information is respectfully submitted as information.

H1N1 Pandemic Reporting

For Information .....G. Malazdrewicz

In terms of complying with the H1N1 Pandemic Reporting, Senior Administration started to track absenteeism reporting on Monday, October 26, 2009. When a school reached ten (10) percent absenteeism due to illness, the information was reported to the Superintendent's Office as well as to its Public Health Nurse. From Monday, October 26, 2009 to Friday, December 18, 2009 eight (8) schools reported confirmed cases of H1N1. There were twenty (20) days reported where schools had higher than usual absenteeism.

Public Heath information was shared with parents through the Division website. This information included:

- General Information for Parents – H1N1 Flu Shots;
- Brandon Regional Health Authority – H1N1 Flu Clinics Scheduled;
- Brandon Regional Health Authority Information Update (also distributed to staff and students through the schools); and
- Fact Sheet – Pandemic H1N1 Influenza Vaccine (H1N1 Flu Shot) with Adjuvant and Pandemic H1N1 Influenza, Seasonal Influenza and Pneumoccocal Vaccine Surveillance/Consent Form.

During the middle of November hand sanitizing supplies and dispensers were received, installed and distributed throughout the schools.

An H1N1 School Based Vaccination Program has been scheduled by Public Health for the week of Monday, January 11, 2010 to Friday, January 15, 2010. Schedule attached Appendix D. Students will be vaccinated with parental consent.

This is respectfully provided as information.

C. Updates on School Initiatives

Manitoba Healthy Schools Physical Activity Campaign / Fall 2009

Sixteen schools in the Brandon School Division are participating in the Physical Activity Campaign. Funding of $100.00 per school, plus an additional $.35 per student is provided to each school by Manitoba Healthy Living, Youth and Seniors. Information about the schools involved follows:

School	Funding	Description
Kirkcaldy Heights School	$229.50	Kirkcaldy's Winter Olympics Day in February, 2010. Students will do a torch relay run, learn of participating countries and teams will represent a country and athletes. Event will include opening and closing ceremonies and students will participate in outdoor winter event stations. Hot chocolate and healthy snacks will be served. Parent volunteers will be involved.
Valleyview Centennial School	$159.50	Tag Day
King George School	$192.75	Olympic activities to coincide with Winter Olympics. All students divided into multi-age groups from K to 8 and compete; the groups were started in fall and will continue with outdoor activities in February.
Earl Oxford School	$194.50	Mini Olympics – all winter activities
George Fitton Schools	$205.00	Participated in Terry Fox School Run
Riverview School	$152.50	Kilometer Club: April/May and June the whole school will be involved. During recess the students run laps (4 laps = 1.6 km) and each lap run will be recorded in the classroom with the goal of achieving a half or full marathon.
Spring Valley Colony School	$108.75	To purchase equipment and prizes for organized intramural activities Mon, Wed and Fri.
Waverly Park School	$222.50	Events in October by Student Leadership Team. "Walking Wednesdays" and "Walk the Talk Challenge" also promoting 'green' effect by walking and Active Announcements.
Crocus Plains Regional Secondary School	$485.00	Regular intramurals leagues throughout the school year.
Green Acres School	$143.75	Participated in Terry Fox Run this fall; ?Skating Program for winter; Track & Field and a Cross Country Running Race in spring; Play Day; Skip til you Drip events.
Harrison Middle School	$168.25	To start a dance club including hip hop, line dance, pow wow and traditional as an extra curricular program and perform at school assemblies.
J.R. Reid School	$185.05	Whole school 30-minute walk on October 7.
O'Kelly School	$163.00	To purchase equipment for the "O'Kelly Winter Olympics" during phys ed classes and intramurals to connect to the 2010 Vancouver Olympics.
Linden Lanes School	$212.00	Winter Olympic Sport Day – students to participate in a number of winter Olympic type physical activities.
Meadows School	$242.45	Fitness Activity Walks – whole school to participate in weekly ½ hour walks in May and June. One walk in June will include a nutrition break.
Betty Gibson School	$177.00	Intramural Sports – offered throughout the year including Jump2BFit. To purchase resources for program.

2. DIVISIONAL INITIATIVES

For Information ..... D. Michaels

UPDATES ON IMPLEMENTATION OF SINGLE TRACK FRENCH IMMERSION PROGRAM / DECEMBER 9, 2009

The most recent meeting of the Steering Committee was on December 9, 2009. At that meeting the Steering Committee reviewed the current status of the implementation plan.

It was agreed that the Director of Human Resources will meet with Harrison School and New Era School staffs on the February 26, 2010 Division-wide professional development / Wellness

day. This will be in lieu of the January 2010 meetings with school staffs, as noted in the implementation plan.

The Secretary-Treasurer's office is in the process of determining projected enrolment for George Fitton, Green Acres, and New Era Schools.

Inventories of library, music, and physical education equipment and resources at Harrison and New Era Schools will be compiled by end of December 2009.

The preparation of School Instructional Plans will begin as early as possible to assist in the staffing process.

Recruitment trips are planned for late January 2010, in an effort to attract more French Immersion teachers to Brandon School Division.

The next meeting of the Steering Committee is scheduled for January 6, 2010.

UPDATES ON IMPLEMENTATION OF SINGLE TRACK FRENCH IMMERSION PROGRAM / JANUARY 6, 2010

The Steering Committee met on January 6, 2010. At that meeting the Steering Committee continued to work on matters related to establishment of new school configurations, review of budget requirements, and placement of Divisional programs.

It was agreed that the East Side Band program currently located at Harrison Middle School will be relocated to Earl Oxford School beginning in September 2010.

Appropriate substitute time will be provided to teaching staff for interviews related to the establishment of the Single Track French Immersion program. This will include teachers from Harrison School who have been declared for reassignment as well as New Era staff who are applying to positions at the Single Track French Immersion program.

Decisions will be reached by January 27, 2010 regarding the placements of the Middle Years Learning Assistance Classes at Harrison School and the provision of physical education programming for the grades 6-8 students at George Fitton School and the grades 7 and 8 students at Green Acres School (commencing September 2010). These decisions will be communicated to the Board of Trustees at the February 8, 2010 Board meeting.

The next meeting of the Steering Committee is scheduled for January 13, 2010.

STRATEGIC LEADERSHIP COUNCIL MEETING / DECEMBER 8, 2009

The second of four Strategic Leadership Council (SLC) meetings was held on December 8, 2009. The purpose of the SLC is to review proposed Board policies in an indepth manner. The comprehensive reviews provide valuable feedback and insight, and advise on matters related to the education of students and the operation of schools.

At this meeting our work concentrated on the Procedures accompanying proposed Policy 1001.1: *Equity*. The procedures have been developed according to the six governance principles in the policy; delineating the operational responsibilities at both

the school and Division levels. Thoughtful, analytical feedback was provided and recorded. This feedback will be utilized by the Equity sub-committee in its ongoing work.

SENIOR HIGH ACCESS COMMITTEE MEETING / DECEMBER 11, 2009

The regular meeting of the Senior High Access Committee (SHAC) was held on December 11, 2009. The following is a summary of this meeting.

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

Senior High Review –
Updates on our initiatives:

a. Student Engagement Survey
   Sean Brown had made arrangements with the consultant of the "Learning Bar Survey System" for a webinar session regarding the "Listen to Student Voice" surveys. These surveys were utilized by the Canadian Education Association in their national survey of student engagement in learning. Mr. Di Diodato provided a comprehensive overview and demonstration of the survey's scoring data collection and the analyses processes. The student surveys are completed online with student privacy ensure. The survey results are made available to the school for use at the local level. The district/system applications provide a monitoring of progress over time. Surveys are designed by a well known assessment expert and research, Dr. Doug Wilms.

   Following the webinar session an indepth discussion ensued with the following agreement and decisions reached:
   - Tri-high application of student surveys.
   - Student voice surveys are an excellent way to obtain student input regarding engagement in learning.
   - Implementation in 2010/2011 school year.
   - Preparation for implementation January to end of May 2010.
   - Detailed implementation plan will be worked out at the January 2010 SHAC meeting.

b. Current Course/Program Summary
   Ian Benson provided a draft summary which was reviewed. The complete summary will be provided at the next SHAC meeting in January 2010.

Management Items

a. Grade 9 Registration (2010/2011): Terry Osiowy provided a progress report on behalf of the grade 9 registration committee. To date the committee has had two meetings. Required changes are being made to the registration handbook and to the registration form. Two meetings for parents of grade 8 students are planned;

one at J.R. Reid School and one at École New Era School (early March 2010). Each high school is to have its own evening to highlight programs (March 8, 9, 10).

b. Grade 8 into Grade 9 Placement Process for Special Needs Students: Greg Malazdrewicz provided an update on the process to be utilized.

c. Use of School Instructional Time: Ian Benson provided an update report from Neelin High School. Upon discussion of the factors involved in the analysis a sub-committee was set up to apply such to each high school.
Sub-committee: I. Benson (Chair), S. Brown, K. Seekings

d. URIS Form - update

e. MTS Young Humanitarian Awards – information provided

f. CPRSS Partnership with ACC, BRHA re: Health Care Aide

The next meeting of the Senior High Access Committee (SHAC) is scheduled for Friday, January 22, 2010.

3. COMMUNITY CONNECTIONS

For Information ..... D. Michaels

COMMUNITY DRUG AND ALCOHOL EDUCATION COALITION MEETING / DECEMBER 8, 2009

Present:

Addictions Foundation of Manitoba	Shirley Kendzierski
	Julie Hockley
Assiniboine Community College	Caley Strachan
Brandon Friendship Centre	Gail Cullen
Brandon Ministerial Association	Reverend Paul Sakasov
Brandon Police Service	Chief Keith Atkinson
	Inspector Ian Grant
Brandon Regional Health Authority	Fiona Jeffries
Brandon School Division	Dr. Donna Michaels
	Trustee Bea Jolly
	Greg Malazdrewicz
	Terry Osiowy
	Mathew Gustafson
	Craig Laluk
	Chad Cobbe
Brandon University	Karen Doty-Sweetnam
Child and Adolescent Treatment Centre	Liz McLeod
Child and Family Services	Art Asham

Regrets:

Brandon Chamber of Commerce	Nathan Peto
Brandon Regional Health Authority	Susan Hunter
Brandon School Division	Michael Adamski
	Stephane Touzin
CFB Shilo	Corrie Syganiec
Child and Adolescent Treatment Centre	Jill Brown
City of Brandon	Mayor Dave Burgess
City Recreation Department	Cora Lee Baker
Family Services and Housing	Kathy Wightman
Probation Services	Carlson Onischuk
Teen Challenge	Reverend Jim Paulson
	Ron Yacuik

Welcome and Agenda Review

Dr. Michaels welcomed everyone to the meeting. Regrets were communicated from other members unable to attend. Lili Jardine, Community Drug and Alcohol Education Coordinator, was welcomed to the Coalition.

Review of Coalition Meeting of September 30, 2009

T. Osiowy reviewed the minutes of the previous meeting.

Community Drug and Alcohol Sub-Committee Update

M. Gustafson explained the past and current work of the Drug and Alcohol Sub-Committee regarding substance prevention/education at all grade levels:

- Stages of Engagement (pre-contemplative, contemplative, preparation and action) were reviewed for tobacco, alcohol, marijuana, and other drugs at all grade levels;
- the existing curriculum was added to the model at all grade levels;
- a committee was struck one year ago of early, middle, and senior years staff to fill in the curriculum gaps;
- the Committee worked over the summer (with credit given to Joan Rodenbush for her extensive work);
- a resource binder was created with the largest resource being a document from the Centre for Addiction and Mental Health;
- the information/resources gathered will be compiled and tailored to fit the scope and sequence adding a Manitoba “flavor”;
- when the binder is complete it will be rolled into the schools and a plan will be made to keep it updated; and
- a master copy will be given to each school with electronic copies available.

It was noted that AFM has several courses and written materials for adult education, if needed. An overview of the programs from AFM could be provided to teachers when the new curriculum enhancements are rolled out.

The binder will be used as a resource for teachers to assist with their compulsory curriculum. When reviewing the materials, teachers felt that the activities would increase their comfort level of teaching the sensitive issues.

AFM Funding Update

With the economic changes, AFM has increased their rates for schools. The previous cost was $3500 for one day a week for the whole school year. The cost this year has increased to $4500 a day; next year the cost will be $7500 a day. AFM can no longer operate on a reserved fund that was previously available to them.

Any schools that are requesting a new day will be charged full price.
Trustee Jolly noted that this was discussed with the Board and will be discussed at the Manitoba School Board Association Meeting in March.

Dr. Michaels said that monies spent on AFM by the School Division comes out the Board's operating budget.

This decision from AFM came because of the funding allocation given to them. Additional funding that was requested by AFM has not been received.

Community Drug and Alcohol Education Coordinator Update

L. Jardine spoke about her previous work experience and personal background.

During the past three weeks Lili reviewed the work of the Coalition and made contact with school councilors and outside organizations.

Lili reviewed her plan to hold a forum for leadership students from grades 7 to 12. The forum would be to create awareness for how to create a healthy lifestyle and create a strong student leadership group.

A second forum would be held for other students with team leaders assisting. The focus would be to empower students to make positive changes; creating projects for students to implement in the schools.

The end effect would be that the leadership groups and other students would start to influence the at-risk students.

After both student forums, Lili would like to have a forum for adults to bring out needs and ideas for community involvement.

Julie Hockley, Reverend Sakasov, and other Coalition members will create an Advisory Council to assist Lili. This Advisory Committee is chaired by T. Osiowy, Principal, Crocus Plains Regional Secondary School

Partner Updates

Addictions Foundation of Manitoba

- hired a councilor for Neelin and Massey;
- funding announcement has made staff seek other employment;
- has been fiscally challenged;
- from December 24, 2009 to January 4, 2010 AFM will close for Christmas;
- one location in St. Rose will be left open – a toll free number will be made available for people to call if they need assistance; and
- have been notified that the fiscal challenges will increase next year.

Brandon School Division Schools –

High Schools

- Crocus Plains
  - Varsity girls won Provincial Championship;
  - Junior Varsity girls were finalists in their division;
  - Genesis hockey tournament was on the weekend – dealing with parents drinking in the stands;
  - have a solid intramural plan for lunch hours;
  - seeing pressures in the diversity of students;
  - every Thursday afternoon the three high school principals meet with the Administrator of Student Support Services to place high-risk students that are coming from CFS in Winnipeg;
  - Tri-High suspension meetings are being held for long-term suspensions – the student meets with Mr. Malazdrewicz, the high school principals and a middle years principal who is familiar with the student to determine the proper placement;
  - a new SRO officer will be assigned as Constable Hamm has accepted a new position; and
  - schools may need to adjust times of sporting events after school to ensure appropriate behaviour from students.
- Neelin – no report
- Neelin Off Campus – no report
- Vincent Massey
  - bomb threat last week at Massey – Mr. Gustafson thanked Brandon Police service for their role of crowd control, evacuating and securing the building in a timely and efficient manner;
  - the number of drug and alcohol suspensions are low – more aggressive behaviours between students; and
  - increased number of non-resident high risk students in Brandon with agency involvement or living on their own.

Dr. Michaels noted that the schools are not equipped with resources or structured to assist all of these students. We need a school program that would be between our high schools and detention centers.

Elementary/Middle Schools

- New Era
  - school is in good shape right now;
  - continue to have a number of EAL students registering at the school; and
  - just finished the single track French immersion registration for the implementation next year of École Harrison.

- Harrison
  - decrease in alcohol and drug use of students at Harrison over the past years; and
  - only one drug related offence this year at the school.

Student Support Services – no report

Board of Trustees

- had a meeting with the new Minister last week – discussed EAL issues;
- École Harrison will start up September 2010; and
- a pilot project for Welcome to Kindergarten Program will take place in the 2010/2011 school year by the Learning Partnership – one school will be the pilot to receive bags of information for students entering kindergarten.

Brandon Regional Health Authority (BRHA)

- on February 17 a forum will be held through the Healthy Schools Committee – the forum is to discuss the results and implementation plans to support areas of concern regarding the Youth Health Survey Report from grades 6 – 12.

Child and Adolescent Treatment Centre

- Adult Crisis Service and CATC will be open 24/7 through the Christmas season; and
- have been very busy – increased staff over the past few weeks.

Child and Family Services

- it was asked if meetings of the Coalition not be held on Tuesdays;
- CFS continues to hire more workers;
- average caseload of a worker is 40 – 50 right now; and
- the number of students in care is increasing.

Brandon Police Service

- Constable Hamm has accepted a new position;
- new SRO office will be announced later this week;
- assault charges are decreasing;
- impaired driving charges are increasing;

- drug charges are up; and
- are working hard to control trafficking.

City of Brandon – no report

Brandon Ministerial Association
- appreciated the "Parent Care – Know the Risks" forum in October.

Dr. Michaels noted that it would be helpful if the Brandon Ministerial Association could stress to their congregations the importance of their positive influence to youth regarding the use of drugs and alcohol; and also speak of the work of the Coalition.

Teen Challenge – no report

Probation Services – no report

Brandon Chamber of Commerce – no report

Family Services and Housing – no report

CFB Shilo – no report

City Recreation Department – no report

Brandon Friendship Centre
- would like to suggest that an Aboriginal Elder sit on the Coalition's Advisory Committee;
- youth drop in on Sixth Street is open seven days a week – just recently had to ban a student for alcohol use;
- FASD respite program will open in a few weeks – it will run one day a week, for eighteen students with CATC.

Brandon University
- Representative is concerned that every public event in Brandon serves alcohol – high influence on students.

Assiniboine Community College
- started a Student Health 101 magazine – covers health, drug and alcohol use, stress management; and
- Human Resources has started a wellness initiative for their staff.

<u>Next Meeting Date</u>
Thursday, March 11, 2010, 9:00 a.m. to 11:30 a.m.

MEETING WITH CHIEF OF POLICE / DECEMBER 16, 2009

Chief Keith Atkinson and I meet during the school year to discuss matters related to safety and security in the Brandon School Division. At our most recent meeting on December 16, 2009, we discussed matters concerning drug and alcohol usage amongst school-age youth; gang involvement and recruitment amongst school-aged youth; traffic safety; and the work of the School Resource Officers (SRO) in schools. Chief Atkinson advised that our new senior high school SRO is Constable David Scott. We discussed the importance and success of the SRO program in Brandon School Division schools.

MEETING WITH MRS. AILEEN NAJDUCH, ASSISTANT DEPUTY MINISTER, MANITOBA EDUCATION / DECEMBER 17, 2009

On December 17, 2009, G. Malazdrewicz, Associate Superintendent; D. Michaels, Superintendent of Schools/CEO; B. Howell, Principal, St. Augustine School; M. Gustafson, Principal, Vincent Massey High School; J. Lombaert, Learning Support Specialist – Numeracy; and A. Kuryliw, Coordinator of Assessment, Evaluation and Research Services, met with Mrs. Aileen Najduch, Assistant Deputy Minister, Manitoba Education.

Mrs. Najduch introduced the purpose of her visit to learn about our work on teaching and learning with a focus on student assessment. The Ministry of Education (Assistant Deputy Ministers) is meeting with Superintendents throughout the Province to review student achievement results and concurrent assessment processes. Our meeting, based on the operative principle of shared leadership, included representatives from school principals, learning support services and the Superintendent/CEO's office.

The following is a brief summary of the Brandon School Division information, as presented:

a. Dr. Michaels presented information on the Divisional emphasis on student growth and achievement as the focus of our strategic goal on fair equitable access to quality learning, quality teaching, and quality support services; and how our Divisional strategic plan is developed from the "inside-out", i.e. from classroom/schools to Division level (Policy 4054: *School Development Planning*).

b. Adrian Kuryliw presented a summary report presenting the students' assessment results in Brandon School Division for the past three years.

c. Greg Malazdrewicz identified priorities related to using the assessment information to identify and address student learning needs and reviewed the Board motion (September 28, 2009) re: grade 3 students' competency levels in reading comprehension (i.e. expected 80% of students).

d. Betty Howell and Mathew Gustafson presented information on specific results in provincial assessments including: addition and subtraction in grade 3, the application of such to Reading Recovery, literacy support, grade 3 to 4 transition programming, the infusion of literacy in all senior high curricular areas, the pass rate and average on the English Language Arts Standards Tests, and the most recent SAIP report on Science.

e. Jaime Lombaert presented information on how Brandon School Division uses assessment information (provincial/divisional or school/classroom data) to make decisions, particularly in the areas of numeracy and mathematics.

f. Dr. Michaels presented information about how Brandon School Division's assessment policies reflect concepts about assessment contained in Manitoba Education documents such as *Rethinking Classroom Assessment with Purpose in Mind* and *Communicating Student Learning*; and other areas of interest or concern to the Brandon School Division.

g. Greg Malazdrewicz summarized our work in this area with reference to the Brandon School Division Annual Education Results Report 2008-2009.

It was a most informative and productive meeting.

MEETING WITH EXECUTIVE DIRECTOR OF YMCA / DECEMBER 17, 2009

Mr. Lon Cullen, Executive Director of YMCA, and I met on December 17, 2009. We discussed the following matters:

- Change to Y and School Program – Mr. Cullen advised that forthcoming changes in this program for September 2010. He stated that the Y and School Program is in several Brandon School Division schools. It will be phased out with a change in focus to the Active Y Kids Program (AYK) as an integral part of the "Before and After School" initiative currently in thirteen Brandon School Division schools. The AYK is a twelve week program with three main components: physical activity, behaviour skills, and health and nutrition education. A pilot program for "Active Y Kids" is to be implemented at George Fitton for twelve weeks; three times per week for one hour. It is the YMCA's intention to have the AYK program available in all Brandon School Division schools.
- Request from Riverview School Parent Council – The Parent Council has requested that the YMCA be able to provide child care at the School during the days in which school is not in session (during the school year). Mr. Cullen advised that the YMCA would cover the costs. This request will be forwarded to the Board's Facilities/Transportation Committee.

MEETING WITH CITY COUNCILLOR ERROL BLACK AND MR. KEN JACKSON OF THE BRANDON MUSEUM BOARD / DECEMBER 21, 2009

On December 21, 2009 Mr. Gerald Barnes, Secretary-Treasurer, and I met with Councillor E. Black and Mr. K. Jackson to discuss the relocation of the B.J. Hales Collection in a possible Brandon Museum. Mr. Black outlined the proposal of a Brandon Museum being located in the current vacant Convergys building. We discussed the major benefits of such a museum to the community and region. The importance of finding a new home for the B.J. Hales Collection was an integral part of this discussion. It was discussed that this matter would be referred to the Futures and Liaison Committee of the Board. The Brandon Museum Board would like to explore support from the Brandon School Board of Trustees for this matter.

Appendix A

THIS AGREEMENT made this _____ day of_____, 2010

BETWEEN:

MURRAY CHEVROLET CADILLAC
Hereinafter called Murray's

AND:

THE BRANDON SCHOOL DIVISION
Hereinafter called the Division

WHEREAS Murray's has offered to fund an award in Brandon School Division;

AND WHEREAS the monies for this award will be provided for the 2009-2010 School year;

NOW THEREFORE, the parties hereto mutually agree as follows:

1. That the name of the scholarship shall be known as "The Murray Chevrolet Cadillac Scholarship".

2. That the scholarship shall be in the amount of $500.00 and shall be awarded to a graduating student from the Neelin High School Off-Campus Program.

3. That the application guidelines for this award shall be as follows:

    a. Graduate/Complete Grade 12 Program of Studies through attendance in the Off-Campus Program;
    b. Enrolment in a Post Secondary Program;
    c. Financial Need;
    d. Letter describing experience in Off-Campus Program and one's future goals.

4. That the Division will select the successful student and notify Mr. Doug Murray, General Manager of Murray Chevrolet Cadillac in order that he may participate in the annual award presentation. The preparation of a letter or certificate to be given to the recipient shall be the responsibility of Mr. Murray. The actual payment of the award shall be made by Mr. Murray, upon presentation by the recipient of proof of his/her successful enrolment in a post secondary institution or program at which time a check in the amount of $500.00 will be forwarded to the student's account at that institution or program.

5. That this Agreement shall remain in effect for the 2009-2010 school year with a review regarding the potential continuation of the scholarship for the 2010-2011 school year.

DATED at Brandon, Manitoba this _____ day of _____, 2010

AGREED to on behalf of The Brandon School Division

_____ CHAIRPERSON

_____ SECRETARY-TREASURER

AGREED to on behalf of Murray Chevrolet Cadillac

_____
Mr. Doug Murray, General Manager

THIS AGREEMENT made this _____ day of_____, 2010

BETWEEN:

KELLEHER FORD SALES
Hereinafter called Kelleher Ford

AND:

THE BRANDON SCHOOL DIVISION
Hereinafter called the Division

WHEREAS Kelleher Ford has offered to fund an award in Brandon School Division;

AND WHEREAS the monies for this award will be provided for the 2009-2010 School year;

NOW THEREFORE, the parties hereto mutually agree as follows:

1. That the name of the scholarship shall be known as "The Kelleher Ford Sales Scholarship".

2. That the scholarship shall be in the amount of $100.00 and shall be awarded to a graduating student from the Neelin High School Off-Campus Program.

3. That the application guidelines for this award shall be as follows:

    a. Graduate/Complete Grade 12 Program of Studies through attendance in the Off-Campus Program;
    b. Enrolment in a Post Secondary Program;
    c. Financial Need;
    d. Letter describing experience in Off-Campus Program and one's future goals.

4. That the Division will select the successful student and notify Mr. John Kelleher, General Manager, Kelleher Ford Sales in order that he may participate in the annual award presentation. The preparation of a letter or certificate to be given to the recipient shall be the responsibility of Mr. Kelleher. The actual payment of the award shall be made by Mr. Kelleher, upon presentation by the recipient of proof of his/her successful enrolment in a post secondary institution or program at which time a check in the amount of $100.00 will be forwarded to the student's account at that institution or program.

5. That this Agreement shall remain in effect for the 2009-2010 school year with a review regarding the potential continuation of the scholarship for the 2010-2011 school year.

DATED at Brandon, Manitoba this _____ day of _____, 2010

AGREED to on behalf of The Brandon School Division

_____ CHAIRPERSON

_____ SECRETARY-TREASURER

AGREED to on behalf of Kelleher Ford Sales

_____
Mr. John Kelleher, General Manager

Appendix D

School Based H1N1 Immunization Schedule week of January 11-15th, 2010

Monday, January 11, 2010

Team #1	Team #2	Team #3
AM: Waverly	AM: Linden Lanes	AM: Kirkcaldy
PM: Valleyview	PM: JR Reid	PM: St. Augustine

Tuesday, January 12, 2010

Team #1	Team #2	Team #3
All day: Meadows	All day: New Era	AM: Riverheights
		PM: Riverview

Wednesday, January 13, 2010

Team #1	Team #2	Team #3
AM: O'Kelly	AM: King George	AM: Earl Oxford
AM: Ecole la Source	PM: Green Acres	PM: Betty Gibson
PM: Douglas		

Thursday, January 14, 2010

Team #1	Team #2	Team #3
All day: Crocus	All day: Vincent Massey	All day: Neelin

Friday, January 15, 2010

Team #1	Team #2	Team #3
AM: Alexander	AM: Forrest	AM: Harrison
PM: Christian Heritage	PM: Elton	PM: George Fitton