MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES, THE BRANDON SCHOOL DIVISION, HELD IN THE J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE, 1031 - 6TH STREET, BRANDON, MANITOBA, AT 7:00 P.M., MONDAY, NOVEMBER 8, 2010.

PRESENT:
Mr. Jim Murray, Chairperson, Dr. L. Ross, Vice-Chairperson, Mr. Peter Bartlette, Mrs. Pat Bowslaugh, Mr. Doug Karnes, Mr. Glen Kruck, Mr. Mark Sefton, Mr. Marty Snelling, Mr. Kevan Sumner.

Secretary-Treasurer, Mr. G. Barnes and Recording Secretary, Mrs. S. Bailey

Senior Administration: Dr. D. M. Michaels, Superintendent, Mr. G. Malazdrewicz, Associate Superintendent, Mr. K. Zabowski, Assistant Secretary-Treasurer.

The Chairperson called the meeting to order at 7:00 p.m. and welcomed all to the meeting including members from the Brandon Teachers Association, CUPE Local 737, Brandon University Nursing Students, and the Chamber of Commerce. He asked all present to silence their cell phones and reminded the Board of Trustees to use their microphones for media recordings.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Secretary-Treasurer, Mr. Barnes, requested the addition of a Senior Administration Personnel Matter to be discussed In-Camera. He also noted that some Committee Meeting dates had been established and would be included under “Announcements” in the agenda.

Superintendent, Dr. Michaels, requested In-Camera discussions regarding a Personnel Matter and a Student Matter.

Trustee Murray noted the addition of an item under “Presentations for Information” by Mr. Darren Hardy, President of the Brandon Teacher’s Association.

Mr. Bartlette and Mr. Snelling
That the agenda be approved as amended.
Carried.

1.03 Adoption of Minutes of Previous Meetings

a) The Minutes of the Regular Board Meeting held October 25, 2010 were circulated.

Mr. Snelling – Mr. Karnes
That the Minutes be received and filed.
Carried.

b) The Minutes of the Inaugural Board meeting held November 1, 2010 were circulated.

Mr. Barnes, Secretary-Treasurer, noted on page four of the minutes, in the second paragraph the sentence should read “one item” and not “two items”.

Mr. Snelling – Mr. Karnes
That the Minutes be approved as amended.
Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

Mr. Darren Hardy, President, Brandon Teachers Association, welcomed the new Board of Trustees and formally congratulated them on behalf of the membership of the Brandon Teachers Association. He expressed how important the atmosphere in the Division is to the BTA, noting the decisions made at the Board Table not only determine the learning environment, but the working environment as well. He noted the BTA is always interested in what goes on at the Board Table and they are looking forward to working with the new Board over the next four years. He confirmed he will periodically be appearing before the Board on behalf of the BTA in his role as President of the Association. He invited Trustees to contact him if they have any questions.

The Chairperson thanked Mr. Hardy for his presentation. Discussions were held regarding protocol for visiting schools by Trustees both as individuals and as a Committee.

2.02 Reports of Committees

a) Workplace Safety & Health Committee Meeting.

The October 20, 2010 written report of the Workplace Safety & Health Committee meeting was circulated.

Mr. Karnes – Mr. Snelling
That the Minutes be received and filed.
Carried.

b) Other:

Trustee Murray reported on the Trustee Orientation meetings which took place on November 3 and 4, 2010 at the Victoria Inn.

Trustee Murray confirmed that a Board Evaluation would take place in June, 2011.

Trustee Murray confirmed a Special In-Camera Board meeting would take place on November 15, 2010 regarding a Property Matter. He also confirmed that following the In-Camera meeting the Board would complete the outstanding items from the Trustee Orientation meetings.

The Board agreed to hold Informal Board Briefings on the third Monday of each month from 7 to 9 p.m. These meetings will be to provide information only, no minutes will be taken and open to the public.

Trustee Bartlette requested the members of the Education and Policy Review Committees meet to arrange the first meeting time for each of these committees following the conclusion of the Board meeting.

Trustee Bowslaugh also requested that the Divisional Futures and Community Relations Committee meet to arrange the first meeting time following the conclusion of the Board meeting.

Point of Privilege: - Trustee Murray asked the Finance Committee to consider a half-day focus group prior to budget deliberations when discussing dates for the 2011-2012 Budget meetings.

2.03 Delegations and Petitions

2.04 Communications for Action

a) Heather Demetrioff, Associate Director, Manitoba School Boards Association, October 13, 2010, attaching registration forms for the MSBA upcoming new trustee orientation sessions and their bi-annual board chairs workshop.

Referred Business Arising.

b) Carolyn Duhamel, Executive Director, MSBA, October 27, 2010, noting the Resolutions and Policy Committee is now seeking proposed 2011 convention resolutions. Resolutions, along with supporting rationale, should be submitted to the Manitoba School Boards office no later than Friday, December 10, 2010.

Referred Resolutions Committee.

c) Carolyn Duhamel, Executive Director, MSBA, October 27, 2010, attaching the 2010 Committee member Survey Results and asking that the board take a few minutes to review the information and advise the MSBA office of any questions about the report. If there are issues related to the work of a specific committee that the school division would like to share with the Executive and/or committee representative, the division should contact the Regional Director.

Referred Business Arising.

2.05 BUSINESS ARISING

- From Previous Delegation

The Chairperson thanked Mr. Hardy, President, Brandon Teachers Association for his presentation to the Board of Trustees at the 2006-2010 Board's final meeting.

- From Board Agenda

a) Correspondence from Heather Demetrioff, Associate Director, Manitoba School Boards Association, from Communications for Action 2.04a), attaching registration forms for the MSBA upcoming new trustee orientation sessions and their bi-annual board chairs workshop was discussed. Trustees Sumner, Sefton, Kruck, Bartlette and Bowslaugh all indicated their desire to attend the workshop. Trustee Bowslaugh requested she be registered for the Winnipeg session as she will be in Winnipeg at that time. Trustee Murray declined to attend the Board Chair workshop as he has attended several in the past.

b) Correspondence from Carolyn Duhamel, Executive Director, MSBA, from Communications for Action 2.04c) attaching the 2010 Committee member Survey Results and asking that the board take a few minutes to review the information and advise the MSBA office of any questions about the report was discussed. It was noted that the contents were rather confusing and unclear and should be raised a point of concern at the next Regional Meeting. Trustee Ross encouraged Board Members to put their name forward if they are interested in being on any of the MSBA Committees.

- MSBA issues (last meeting of the month)

a) Request for resolutions.

Trustee Murray noted he had two possible resolutions provided to him for consideration by the MSBA Resolution Committee: property tax exemption for school properties and increasing insurance for computer theft and volunteers. Trustee Bartlette also noted he had a resolution he would like to bring forth for consideration by the MSBA Resolution Committee. The MSBA Resolution Committee was directed to set up a meeting in the near future to review possible resolutions to be submitted to the MSBA.

- From Report of Senior Administration

a) School Reports - NIL

b) Learning Support Services Presentation – NIL

c) Items from Senior Administration Report:
- Discharge/Appointment of Board Committees – Referred Motions.
- Scholarship Amendment – Sefton Family – Referred Motions.

2.06 Motions

163/2010 Mr. Snelling – Mr. Sefton
That the following Committee and Board representatives set up during the 2009/2010 school year be and are hereby discharged with thanks:

Education	Facilities/Transportation
Divisional Futures & Community Relations	Personnel
Finance	MSBA Resolutions
Policy Review	Trustee Professional Development
Joint City Task Force Ad-Hoc	Workplace Safety & Health
Teacher Liaison	Brandon Healthy Families
Support Personnel Labour Management	Friends of Education
Brandon Community Drug and Alcohol Education Coalition	
School Division/Parent Liaison	Food For Thought
Joint Chamber/Division Ad-Hoc	BNRC

Carried.

Trustee Murray noted the Report of Senior Administration stated that the meeting regarding the establishment of Committees was held In-Camera on November 1, 2010. He wished to confirm for the public that the meeting was not held In-Camera.

164/2010 Mr. Bartlette – Mr. Karnes
That the Committees of the Board, effective November 8, 2010, be and are hereby approved as follows:

Education (4) – Peter Bartlette, Pat Bowslaugh, Mark Sefton, (Alternate, Kevan Sumner)
Facilities/Transportation (4) – Doug Karnes, Glen Kruck, Jim Murray, (Alternate, Pat Bowslaugh)
Personnel (4) – Doug Karnes, Jim Murray, Linda Ross, (Alternate, Peter Bartlette)
Divisional Futures & Community Relations (4) – Pat Bowslaugh, Glen Kruck, Marty Snelling, Kevan Sumner, (Alternate to be determined)
Finance (4) – Linda Ross, Mark Sefton, Marty Snelling, (Alternate, Peter Bartlette)
Policy Review (4) – Peter Bartlette, Glen Kruck, Kevan Sumner, (Alternate, Doug Karnes)

Point of Privilege: Trustee Kruck confirmed his conversations at the meeting to establish Committee Membership that he would like to review the number of Committees and possibly streamline things down the road.

Carried.

165/2010 Mr. Sefton – Mr. Snelling
That Ad-Hoc Committees of the Board, effective November 8, 2010 be and are hereby approved as follows:

MSBA Resolutions (2) – Linda Ross, Mark Sefton
Trustee Professional Development (2) – Jim Murray, Marty Snelling

Carried.

166/2010 Mr. Bartlette – Mr. Karnes
That the appointment of Trustee representatives to the following external committees be approved for the 2010-2011 term:

Brandon Community Drug & Alcohol Education Coalition (1) – Glen Kruck (Alternate Linda Ross)
Brandon Neighbourhood Renewal Corporation (1) – Jim Murray
Food for Thought (1) – Kevan Sumner

Carried.

Trustee Sefton exited the meeting prior to the reading of Motion 167/2010.

167/2010 Mr. Snelling – Mr. Bartlette
That the Agreement between The Gordon Sefton Family and the Brandon School Division be amended to rename the scholarship the Gordon and Barbara Sefton Memorial Scholarship be approved and the Chairperson and Secretary-Treasurer are hereby authorized to sign the agreement.

Carried.

Trustee Sefton returned to the meeting following the conclusion of Motion 167/2010.

2.07 Bylaws

NIL

2.08 Giving of Notice

2.09 Inquiries

2.09a) Public Inquiries (last meeting of each month – max. 15 minutes)

2.09b) Trustee Inquiries

1. Trustee Snelling noted at the BTA Forum a question had arisen regarding the number of washrooms in a school not being suitable for the number of employees in the school. He asked that the matter be referred to the Facilities and Transportation Committee.

   Trustee Karnes noted he would be happy to provide an update to the Facilities and Transportation Committee however the matter is currently being addressed by the Workplace Safety and Health Committee.

2. Trustee Snelling noted the following:

   "I was informed by a school teacher that a Grade 7 – 8 class was approaching 30 students or at 30 students. The class mix had a significant number of EAL students (17)." He inquired of Senior Administration about such situations and how they are being handled. He asked if some form of assistance can be provided.

   It was noted that Senior Administration would review the situation with the school principal.

3. Trustee Snelling also inquired of trustees about the possibility "of each Trustee being assigned to two schools to meet with the Parent Council and School Community to build better relations with parents and Schools?" Mr. Snelling emphasized meeting with K-8 parent councils who meet monthly. He asked if this could be referred to one of the Division Committees to review and develop a strategy.

   The matter was directed to the Divisional Futures and Community Relations Committee for review.

   Trustee Murray took a moment to explain to the Board of Trustees what constitutes a "Trustee Inquiry" and the proper procedure for making a trustee inquiry.

4. Trustee Bowslaugh noted she had received several concerns from rural ward residents regarding representation at the Board Table and the fact they had been unable to vote in the election. She inquired as to the process involved to address these concerns.

   Trustees elaborated on the consultation process which had taken place during the 2009-2010 school year regarding a Ward Review. It was noted that due to the poor attendance and apathy expressed at the time by taxpayers, that the Board would not be reviewing the matter again unless they received written communication. The people expressing concern were also encouraged to communicate with the Government regarding this matter as they had the ultimate authority under the Public Schools Act to determine ward boundaries.

5. Trustee Bowslaugh inquired about the Empowered Reading program in the Division; where the money came from to support the program and if the program would continue.

   Senior Administration noted two schools were currently piloting the program with funds currently being supplied from Professional Development. It was noted that a budgetary request would be coming forward regarding this program in order to formalize the program. Discussions were held regarding assessment and it was agreed that this information would be provided to the Education Committee in due course.

6. Trustee Bowslaugh asked if it was possible to include communication on the Division's website regarding programming and reports provided by Senior Administration to the Board.

   Senior Administration agreed to work with the Director of MIST to include such communication and reports under "What's New" on the Division website.

7. Trustee Sumner requested the following information:

   "That Administration provide to the Board a complete inventory of EAL resources, inclusive of FTEs and programs, broken down by school and divisional level. And further, that this information be provided alongside a summary of EAL enrolment as provided in the November 8th report of Senior Administration."

   Senior Administration was directed to provide the report to the Board preferably by the November 22, 2010 Regular Board Meeting.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Superintendent, Dr. Michaels, provided an overview of the Report of Senior Administration and the information that is contained in the report to be provided to the Board at each meeting.

Discussions were held regarding the intervention required for EAL Grade 9 students who have significant gaps in their literacy and numeracy skills. Senior Administration was directed to provide a progress report on this situation during the course of the school year.

Discussions were also held regarding the Single Track French Immersion Implementation Committee reports. Senior Administration was directed to provide all Board members with a copy of all the reports on the Implementation of Single Track French Immersion.

Discussions were held regarding the possibility of providing information on the first language spoken by the EAL students in addition to their country of origin. Discussions were also held regarding the number of First Nations' Students who are considered to be EAL students. Senior Administration was also asked to provide clarification regarding

the four stages EAL students move through in acquiring the ability to communicate in the English language. Senior Administration was directed to include First Nation Students in their data to be presented to the Board regarding EAL updates.

Suspensions noted in the Report of Senior Administration were reviewed.

Discussions were held regarding a group which deals with cultural issues in the community and the possibility of having the group do a presentation at the Board Table. It was agreed that Senior Administration would find out more about the group before moving forward on this matter.

Mr. Snelling – Mr. Kruck
That the report be received and filed.
Carried.

3.02 Communications for Information

a) Cecilia Urias, Correspondence Secretary to the Premier, October 19, 2010, thanking the Board for their recent letter addressed to the Honourable Greg Selinger and advising that the correspondence will be brought to the Premier's attention and has also been forwarded to the Minister of Education for her review.
Ordered Filed.

b) Garth Nichol, Chairperson, Turtle Mountain School Division, September 27, 2010, addressed to Premier Greg Selinger, supporting the letters of both the Flin Flon and Brandon School Division regarding the taxation of school property.
Ordered Filed.

3.03 Announcements

a) Facilities/Transportation Committee Meeting - 10:30 a.m., Monday, November 15, 2010, Board Room.

b) Special Board Meeting – In-Camera, 7:00 p.m., Monday, November 15, 2010, Board Room.

c) Informal Board Briefing – 8:00 p.m., Monday, November 15, 2010, Board Room.

d) Personnel Committee Meeting - 10:30 a.m., Tuesday, November 16, 2010, Board Room.

e) Finance Committee Meeting - 12:00 noon, Tuesday, November 16, 2010, Board Room.

f) Divisional Futures and Community Relations Committee - 11:45 a.m., Wednesday, November 17, 2010, Board Room.

g) Policy Review Committee Meeting - 11:45 a.m., Thursday, November 18, 2010, Board Room.

h) Education Committee Meeting - 1:00 p.m., Thursday, November 18, 2010, Board Room.

i) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, November 22, 2010, Board Room.

Mr. Sefton – Mr. Karnes
That the Board do now resolve into Committee of the Whole In Camera.
Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA.

4.00 IN CAMERA DISCUSSION:

4.01 Student Issues

- Reports

a) Dr. Michaels, Superintendent/ CEO reported verbally on a student matter.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

a) Confidential #1 – Personnel Report was noted.

- **Trustee Inquiries**

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

a) G. Barnes, Secretary-Treasurer, reported on a Board operations matter.

- Trustee Inquiries

Mr. Karnes – Mr. Bartlette
That the Committee of the Whole In Camera do now resolve into Board.
Carried.

IN BOARD

5.00 ADJOURNMENT

Mr. Sefton – Mrs. Bowslaugh
That the meeting do now adjourn. (9:00 p.m.)
Carried.

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Chairperson Secretary-Treasurer