BRANDON SCHOOL DIVISION

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. (Public), DECEMBER 10, 2018.

PRESENT:
Dr. L. Ross, Chairperson (on phone 6:00 p.m. to 6:15 p.m.) Ms. S. Bambridge, Vice-Chairperson, Mr. P. Bartlette, Ms. K. Fallis, Ms. D. Kejick (entered at 6:55 p.m.), Ms. L. Letain, Mr. S. Montague, Mr. J. Murray, Mr. K. Sumner.

Mr. D. Labossiere, Secretary-Treasurer, Ms. B. Sangster, Recording Secretary, Ms. T. Curtis, Live Streaming Video Operator.

Senior Administration: Dr. M. Casavant, Superintendent/CEO, Mr. M. Gustafson, Assistant Superintendent, Ms. E. McFadzen, Acting Assistant Superintendent.

REGRETS:

The Chairperson called the meeting to order at 6:00 p.m.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

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

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

Mr. Murray – Mr. Bartlette
That the agenda be approved as amended.
Carried.

1.02 Adoption of Minutes of Previous Meetings

a) The Minutes of the Board Meeting held November 26, 2018 were circulated.

Ms. Letain – Mr. Bartlette
That the Minutes be approved.
Carried.

Mr. Montague - Mr. Sumner
That the Board do now resolve into Committee of the Whole In-Camera. (6:02 p.m.)
Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA

2.00 IN CAMERA DISCUSSION:

2.01 Student Issues
- Reports
- Trustee Inquiries

2.02 Personnel Matters
- Reports

a) Confidential #1 – Personnel Report was presented.
b) Dr. Marc Casavant, Superintendent/CEO, provided information on a Personnel Matter and answered Trustee questions.
c) The Superintendent/CEO provided information on a personnel matter and received Board direction.

- **Trustee Inquiries**

2.03 Property Matters/Tenders
- Reports

a) Mr. Denis Labossiere, Secretary-Treasurer, provided an update on a Property Matter and received Board direction.

- Trustee Inquiries

2.04 Board Operations
- Reports

a) The Superintendent/CEO provided an update on a Board Operations Matter and received direction from the Board.
b) Trustee Bambridge discussed a Board Operations Matter and received Trustee feedback.

- Trustee Inquiries

Ms. Letain – Mr. Murray
That the Committee of the Whole In-Camera do now resolve into Board. (6:56 p.m.)
Carried.

The Chairperson called the public portion of the meeting to order at 7:00 p.m. with a traditional heritage acknowledgement and welcomed everyone in attendance.

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

The Superintendent/CEO provided highlights on the following items from the December 10, 2018 Report of Senior Administration:

- Celebrations

- Collaborative Learning Team Grant
- Kindness Sticks at King George School
- CBC Manitoba Future 40 Finalist
- Vincent Massey High School Football Program

- Presentations
  - Westman Immigrant Services, Brandon School Division, and Immigration, Refugees and Citizenship Canada: Settlement Workers in Schools Program – L. MacDonald, J. Escalara, Dr. Casavant
  - Continuous Improvement at J. R. Reid School – S. Lehman, Ms. Cathie Hollier, J. Laluk, C. Biech, K. Hoeppner, J. Anderson

Mr. Murray – Mr. Bartlette
That the December 10, 2018 Report of Senior Administration be received and filed.
Carried.

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

5.02 Delegations and Petitions

5.03 Business Arising

- From Previous Delegation

- From Board Agenda

- MSBA Matters

a) Questions re Local Voices Campaign
b) Manitoba Ombudsman re: New Privacy Breach Resources for Public Bodies and Trustees
c) Memo to Boards re: PIDA Designated Officers

5.04 Public Inquiries (max. 15 minutes)

5.05 Motions

75/2018 Mr. Montague – Mr. Murray
That the Trustees be paid the appropriate indemnity for attending the MSBA Fall Professional Development and General and Regional Meetings held in Winnipeg on November 29 and 30, 2018.
Carried.

76/2018 Mr. Bartlette – Ms. Fallis
That the Board finds the monitoring report on Education and Community Relations Committee Goal #1, Monitoring of Continuous Improvement Plan Report, to be acceptable with the recommendations below and does so by this motion based on the following understandings.

The provincially mandated continuous improvement framework is based upon data reported by Manitoba Education and Training and Brandon School Division report card data, to better understand the trends and patterns to inform the Continuous Improvement Plan.

The purpose of the continuous improvement framework is to close the gap and ensure high levels of achievement in numeracy and literacy for all students.

The Brandon School Division Board goal is *Monitoring of Continuous Improvement Plan Report* and the Board acknowledges the limitations outlined in this report but also wants to monitor the following measures as part of this goal:

1. Monitor and analyze the Divisional trends and patterns in provincial level and report card data;
2. Monitor and analyze the Divisional trends and patterns in the annually selected Brandon School Division foundational outcome data;
3. Monitor and analyze the Divisional High School Graduation Rates as calculated by the province; and
4. Monitor and analyze the Divisional chronic absenteeism data.

Carried.

77/2018 Mr. Murray – Ms. Fallis
That Trustee Ross be paid the appropriate indemnity for participating on the Assistant Superintendent Selection Committee.

Carried.

5.06 Bylaws

5.07 Giving of Notice

Ms. Fallis
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 1/2019, for the purpose of borrowing to meet partial costs for various construction projects in the Division.

5.08 Trustee Inquiries

a) Trustee Montague asked what the amendment to the Whistleblower Act means to the Brandon School Division and if it does impact the Division, what steps Administration has taken for the Division on this matter.

The Superintendent/CEO thanked Trustee Montague for the question and responded that Senior Administration was in the process of developing a Whistleblower Administrative Procedure prior to this announcement. Dr. Casavant indicated he had discussed this matter with the Ombudsman at the recent MSBA General Meeting, and has asked for and is awaiting feedback from the Ombudsman on the Division's Whistleblower Administrative Procedure.

b) Trustee Montague asked about drug and alcohol policy suspensions in elementary schools. He asked if the number of drug and alcohol policy suspensions in elementary schools are on the rise, and other than the suspension, are any additional steps taken with those students to help address the issues or the circumstances around those suspensions.

Dr. Casavant responded that he would have to analyze the data to understand if there has been an increase in suspensions. He noted that in the last couple of years, that is what has been seen in the community. When there is a suspension in a school, there is a re-entry meeting, which will involve specialists who will provide supports to the student and the family.

Reports are provided at the end of the year, and at the end of the first semester which would indicate if there has been an increase. Dr. Casavant stated that he will bring a report to the Board at the end of January.

6.00 ANNOUNCEMENTS

a) Support Personnel Labour Management – 3:30 p.m., Tuesday, December 11, 2018, Conference Room.

b) Finance and Facilities Committee Meeting – 1:00 p.m., Tuesday, December 18, 2018, Boardroom.

c) Personnel and Policy Committee Meeting – 3:30 p.m., Tuesday, December 18, 2018, Boardroom.

d) Education and Community Relations Committee Meeting – 1:00 p.m., Wednesday, December 19, 2018, Boardroom.

e) Workplace Safety and Health Committee Meeting – 1:00 p.m., Tuesday, January 8, 2019, Conference Room.

f) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, January 14, 2019, Boardroom.

g) Upcoming Budget Dates:

- Budget Presentations – 7:00 p.m., Thursday, February 21, 2019, Boardroom.
- Budget Deliberations – 9:00 a.m., Monday, February 25, 2019, Boardroom.
- Public Budget Consultation – 7:00 p.m., Monday, March 4, 2019, Boardroom.
- Final Budget Approval – 7:00 p.m., Monday, March 11, 2019, Boardroom.

7.00 ADJOURNMENT

Mr. Sumner – Mr. Murray
That the Board do now adjourn. (7:41 p.m.)
Carried.

_____ _____

Chairperson Secretary-Treasurer