



# BRANDON SCHOOL DIVISION

November 18, 2015

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

TO BE HELD MONDAY, NOVEMBER 23, 2015  
7:00 P.M.

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere  
Secretary-Treasurer

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## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Reference to Statement of Board Operations

#### 1.02 Approval of Agenda

#### 1.03 Adoption of Minutes of Previous Meetings

- a) Regular Board Meeting, November 9, 2015.  
Adopt.
- b) Special Board Meeting, November 12, 2015.  
Adopt.

### 2.00 GOVERNANCE MATTERS:

#### 2.01 Presentations for Information

- a) École Harrison grade 6 student, MacKenzie (Mac) Clark, receiving recognition for raising awareness and money for the Brandon Humane Society.
- b) Ms. Judy Seib will provide Trustees with an update on the Food for Thought Program.

**2.02 Reports of Committees**

- a) Education Committee Meeting S. Bambridge
- b) Divisional Futures & Community Relations Committee Meeting P. Bowslaugh
- c) Personnel Committee Meeting J. Murray
- d) Facilities & Transportation Committee Meeting G. Buri

**2.03 Delegations and Petitions**

- a) Mr. Josh Seeland speaking on the Kindergarten registration process for French Immersion.

**2.04 Communications for Action**

**2.05 Business Arising**

- From Previous Delegation

- From Board Agenda

- MSBA issues (last meeting of the month)

- From Report of Senior Administration

- a) School Reports:
  - NIL
- b) Learning Support Services Report:
  - Strategic Plan Benchmark Progress Monitoring – October 2015 – Presentation by Marnie Wilson, Research, Assessment, and Evaluation Specialist.
- c) Items from Senior Administration Report:
  - Crocus Plains Regional Secondary School Off-Site Activity Request (Toronto/Mississauga) — Refer motions.

**2.06 Public Inquiries (max. 15 minutes)**

**2.07 Motions**

- 136/2015 The Education Committee recommends that the Board of Trustees maintain the status quo procedure for French Immersion Kindergarten Registration. Secondly, it is recommended that Kindergarten registration dates be aligned; and the Kindergarten information evenings be scheduled to provide parents with information on Kindergarten programming and the registration process.
- 137/2015 That the trip involving twenty four (24) female Crocus Plains hairstyling student members in grades 11 and 12 to make a trip to Toronto/Mississauga, Ontario from April 13, 2016 to April 17, 2016 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

- 138/2015 That HSB Engineering Consultants Ltd. proceed with the design phase for the Crocus Plains Regional Secondary School Kitchen Exhaust Fan and Ductwork Replacement Project, Option #2 – upgrading the overall kitchen facility.
- 139/2015 That St. Augustine School be approved to move forward on the Playground Replacement Schedule and that their playground structure be replaced in the summer of 2016.
- 140/2015 That a school bus be provided to the Society for Manitobans with Disabilities for their Spring Break Program for the days of March 29, 30, 31 and April 1st, 2016 at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Transport Board.

## **2.08 Bylaws**

### 1st Reading

That By-law 10/2015 being a by-law of the Board of Trustees of the Brandon School Division for the purpose of amending By-law 3/2014 which regulates the proceedings of the Board of Trustees of the Brandon School Division, originally passed September 22, 2014 as follows:

In section 2.4, change “if all the Trustees consent” to “if 6 Trustees consent”.

## **2.09 Giving of Notice**

### **2.10 Inquiries**

- Trustee Inquiries

## **3.00 ADMINISTRATIVE INFORMATION:**

### **3.01 Report of Senior Administration**

### **3.02 Communications for Information**

- a) Alison Johnston, President, Brandon Teachers' Association, November 3, 2015, sent to Trustee Sefton, Board Chair, providing information on the annual Learning Information For Teachers (LIFT) day on Friday, October 23, 2015. Ms. Johnston noted that the LIFT conference is organized by teachers for teachers, and is the only day on the school calendar that is set aside for teachers to choose professional development specifically in their area of interest. LIFT Conference 2015 offered 50 sessions to over 1,100 educators. While most of the sessions were held at Crocus Plains Regional Secondary School, a number of other schools in the Division also hosted sessions. The Brandon Teachers' Association LIFT Committee recognizes that it is with the co-operation and assistance of many individuals in the Brandon School Division that they are able to continue to hold this quality professional development for educators, not only in the Brandon School Division, but throughout Western Manitoba. Ms. Johnston also personally thanked Trustee Sefton for stopping by Crocus Plains and taking the time to witness firsthand this unique professional development opportunity, and noted that his support and interest as Chairperson of the Board of Trustees was greatly appreciated.

Receive and file.

**3.03 Announcements**

- a) Personnel Committee Meeting – 8:30 a.m., Thursday, November 26, 2015, Boardroom.
- b) Education Committee Meeting – 10:00 a.m., Thursday, November 26, 2015, Boardroom.
- c) Finance Committee Meeting – 12:00 p.m., Thursday, November 26, 2015, Boardroom.
- d) Divisional Futures and Community Relations Committee Meeting – 12:00 p.m., Thursday, December 3, 2015, Boardroom.
- e) Teacher Liaison Committee Meeting – 3:45 p.m., Thursday, December 3, 2015, Boardroom.
- f) Facilities & Transportation Committee Meeting – 12:00 p.m., Tuesday, December 8, 2015, Boardroom.
- g) Brandon School Division and City of Brandon Joint Meeting – 6:00 p.m., Wednesday December 9, 2015, TBD.
- h) Education Committee Meeting – 10:00 a.m., Thursday, December 10, 2015, Boardroom.
- i) Policy Review Committee Meeting – 12:00 p.m., Thursday, December 10, 2015, Boardroom.
- j) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, December 14, 2015, Boardroom.
- k) Upcoming Budget Dates:
  - Special Board Meeting – Presentation of Preliminary Budget – 7:00 p.m., Wednesday, February 3, 2016, Boardroom.
  - Public Budget Consultation Forum – 7:00 p.m., Wednesday, February 10, 2016, Meadows School Gymnasium.
  - All Day Budget Meeting – 9:00 a.m., Tuesday, February 16, 2016, Boardroom.
  - Special Board Meeting – Public Presentations re: Proposed 2016-2017 Budget – 7:00 p.m., Monday, February 29, 2016, Boardroom.

**4.00 IN CAMERA DISCUSSION**

**4.01 Student Issues**

- Reports
- Trustee Inquiries

**4.02 Personnel Matters**

- Reports
  - a) Confidential #1 – Personnel Report.
- Trustee Inquiries

**4.03 Property Matters/Tenders**

- Reports

- **Trustee Inquiries**

**4.04 Board Operations**

- **Reports**
- **Trustee Inquiries**

**5.00 ADJOURNMENT**



# 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., MONDAY, NOVEMBER 9, 2015.

## **PRESENT:**

Mr. M. Sefton, Chairperson, Dr. L. Ross, Vice-Chairperson, Ms. S. Bambridge, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck, 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: Mr. M. Gustafson, Assistant Superintendent, Mr. G. Malazdrewicz, Assistant Superintendent, Ms. E. Jamora, Assistant Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources.

## **REGRETS:**

Dr. D. M. Michaels, Superintendent/CEO.

The Chairperson called the meeting to order at 7:00 p.m. and welcomed everyone in attendance.

## **AGENDA**

### **1.00 AGENDA/MINUTES:**

#### **1.01 Reference to Statement of Board Operations**

#### **1.02 Approval of Agenda**

Trustee Bowslaugh noted she had one item for In-Camera.

Trustee Sefton noted he had one item for In-Camera.

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

#### **1.03 Adoption of Minutes of Previous Meetings**

- a) The Minutes of the Board Meeting held October 26, 2015 were circulated.

Mr. Bartlette – Mr. Sumner  
That the Minutes be approved.  
Carried

## **2.00 GOVERNANCE MATTERS:**

### **2.01 Presentations For Information**

- a) Students and teacher advisors from Crocus Plains Regional Secondary School, Neelin High School and Vincent Massey High School presented on their experiences at the Canadian Student Leadership Conference in Halifax, Nova Scotia in September, 2015.

Highlights from the presentation:

- Words of Wisdom
- Awareness. Everyone is always watching the leaders (you).
- Ideas! Vincent Massey:
  - Viking Fan Card
  - Motivational Monday
  - No One Eats Alone! (Lunch with a purpose)
- Ideas! Neelin:
  - Leadership Lessons for Youth
  - Humans vs. Zombies (a tag game to die for)
  - Tri-High Events
  - Leadership Lunches
  - Spartan “buy outs”
  - Mental Health Awareness
  - Lifeskills Incorporation
- Ideas! Crocus Plains:
  - CP Cultural Heritage Days
  - Service Component MDN (MDN – Miracle Dance Network)
  - The Elephant in the Room
  - Art Legacy Project
- Leadership Lessons
  - In Meetings: Use time Wisely, Build Relationships, Create Ideas, Make Decisions, Learn Leadership Lessons
  - PIES – Positive interdependence, Individual accountability, Equal participation, Simultaneous interaction
  - Storm Braining, Role Storming
  - The “Disney” Strategy – Dreamer, Realist, Critic
  - Lead like a PIRATE: Passion, Immersion, Rapport, Ask & analyze, Transformation, Enthusiasm
  - Advisor Leadership Levels

On behalf of the Trustees, Trustee Sefton thanked everyone for taking time out of their schedule to present to the Board. The Board appreciates the students taking the time to attend and to let them know that some of the investments made in things like the Canadian Student Leadership Conference are valued and appreciated by the students and teacher advisors.

### **Reports of Committees**

#### **2.02 Delegations and Petitions**

#### **2.04 Communications for Action**

- a) Alison Johnston, President, Brandon Teachers’ Association, October 8, 2015, addressed to Mr. Mark Sefton, Chairperson, Board of Trustees, noting that during the 2015-2016 Brandon School Division budget deliberations, a request to reinstate the 11 FTE teaching position eliminated from the previous year’s budget was brought forward. Ms. Johnston writes that this

request was defeated, despite growing enrolment in the Division. Ms. Johnston referred to the Finance Committee Minutes of September 9, 2015, where Mr. Denis Labossiere, Secretary-Treasurer, reviewed and provided highlights of the 2014-2015 Preliminary Financial Statements and recommended money be allocated from the Operating Fund Accumulated Surplus to Capital Reserves for capital items that address both short-term and long-term needs of the Division. Ms. Johnston states that it is apparent that expenses have been far less than budgeted, and further notes that the announced accumulated surplus after transfers to capital represents approximately 19 FTE teaching positions. Ms. Johnston requests that the Brandon School Division please provide more detailed information as to which categories/functions were underspent in the budget.

Refer Business Arising.

- b) Alison Johnston, President, Brandon Teachers' Association, October 29, 2015, addressed to Mr. Mark Sefton, Chairperson, Board of Trustees, requesting clarification regarding under expenditures noted in the Variance Summary of Revenues and Expenditures, 2014-2015 as of June 30, 2015:
- With respect to the expenses listed under the "salary" heading, Educational Assistants was underspent by \$671,393.00. How much of this amount was from function 200 – "Student Support Services" and function 100 – "Regular Instruction (General Classroom Support)"?
  - With respect to the expenses listed under the "other expenses" heading, please provide further detail as to why the Professional Development and Textbook/Learning Resources was underspent by \$197,645.92?

Refer Business Arising.

## **2.05 Business Arising**

### **- From Previous Delegation**

#### **- From Board Agenda**

- a) Correspondence from Alison Johnston, President, Brandon Teachers' Association, from Communications for Action 2.04 a), requesting that the Brandon School Division provide more detailed information as to which categories/functions were underspent in the 2014-2015 fiscal year.
- b) Correspondence from Alison Johnston, President, Brandon Teachers' Association, from Communications for Action 2.04 b), requesting clarification regarding under expenditures noted in the Variance Summary of Revenues and Expenditures, 2014-2015 as of June 30, 2015.

Trustee Sefton noted that for both of these items, he has responded to Ms. Johnston, President, Brandon Teachers' Association, with answers to the questions raised.

#### **- MSBA issues (last meeting of the month)**

- a) Trustee Bowslaugh suggested that Trustee Sefton and/or Mr. Greg Malazdrewicz, Assistant Superintendent, present at the next MSBA meeting on "Community Mobilization". Trustee Sefton noted that December 4, 2015 is the deadline for submissions so there is still some time to decide.
- b) Trustee Bowslaugh noted that the MSBA is always asking for gifts for draws at their Annual Convention and suggested that the Senior Years students be asked to donate items.

Trustee Bambridge asked if students would be asked to donate these items or would they be compensated? Trustee Sefton responded that these items are donated and then raffled off at the convention.

Trustee Bartlette stated if people have created something of great value that took great effort to do so, and we are going to ask them for items to donate under Brandon School Division's name as opposed to their own; on that basis he would see compensation as appropriate.

Trustee Sefton asked the Trustees if there is interest in canvassing the schools asking them to consider the possibility of donations. The Board agreed to this. Mr. Gustafson will send a letter to schools to request donations.

Trustee Sumner asked that the requests not be limited to art only.

#### **- From Report of Senior Administration**

a) School Reports:

- NIL

b) Learning Support Services Presentation:

- NIL

c) Items from Senior Administration Report:

- Giving of Notice - Policy 5012 – “Professional Staff Leaves and Absences” – Refer Motions.
- Giving of Notice - Policy 5039 – “Permanent Support Leaves and Absences” – Refer Motions.
- Tender for the Supply of Computer Laptops – Refer Motions.

Mr. Denis Labossiere, Secretary-Treasurer, spoke on the Tender for the Supply of Computer Laptops. The tender for the supply of Computer Laptops was advertised in the Brandon Sun on Saturday, October 21, 2015. Five firms submitted proposals as outlined in the attached cost and specification analysis. The lowest bid of \$786.40 per laptop (plus applicable taxes) was submitted by MyITSource. Mr. Brent Ewasiuk, Director of MIST, and Eunice Jamora, Assistant Secretary-Treasurer examined the proposals, verified conditions, and are satisfied with the submission from MyITSource. Mr. Labossiere noted that the costs of the laptops have gone up drastically, there is a 28% increase for the U.S. exchange rate.

#### **2.06 Public Inquiries (max. 15 minutes)**

#### **2.07 Motions**

132/2015 Mr. Kruck – Mr. Bartlette

That Policy 5012 – “Professional Staff Leaves and Absences” is hereby rescinded and replaced with Policy 5012 – “Professional Staff Leaves and Absences”.

Carried.

133/2015 Mr. Bartlette – Mr. Buri

That Policy 5039 – “Permanent Support Staff Leaves and Absences” is hereby rescinded and replaced with Policy 5039 – “Permanent Support Staff Leaves and Absences”.

Carried.

134/2015 Mr. Bartlette – Mr. Murray

That the low tender from MyITSource in the amount of \$78,640.00 (plus applicable taxes) for the supply of 100 computer laptops funded from the 2015-2016 computer replacement budget be accepted.

Trustee Sumner made note that this motion was brought straight to the Board instead of through the Finance Committee as tenders are received in such a timeframe that it was decided that waiting for the next Finance Committee meeting would delay the purchase of the laptops by several weeks.

Carried.

## **2.08 By-Laws**

## **2.09 Giving of Notice**

- a) I hereby give notice that I, or someone in my stead will present an amendment to By-law 2.4, Emergency Meetings, at the next Board Meeting.

## **2.10 Trustee Inquiries**

Trustee Bartlette:

- a) "Please bring the Board a report explaining why École Harrison does not use the multi-age programming used in other elementary schools."
- b) "Does the school have a hard cap of Kindergarten of 20? 20 is mandated for 2017. 3 turned away might as well have been accepted."

Trustee Bartlette asked for a response from Senior Administration as soon as possible.

## **3.00 ADMINISTRATIVE INFORMATION:**

### **3.01 Report of Senior Administration**

Mr. Labossiere, Secretary-Treasurer, spoke on the Manitoba Schools Insurance Program. The 2014-15 Annual Financial Report on the operation on the Manitoba Schools Insurance Program has been received and is attached as Appendix D. As a result of the Manitoba Schools Insurance Program, an amount of \$560,766.49 is being rebated in respect to the property, liability and crime self-insurance funds, plus the current surplus amount of the MSI Risk Management Equipment Fund (loss prevention equipment, fire inspections and security patrols). Our Division's share of the rebate for liability coverage is \$15,642.55. Last year the Division received a rebate of \$31,548.00.

Mr. Gustafson, Assistant Superintendent, provided highlights on the following items from the November 9, 2015 Report of Senior Administration:

- School Development Plan Reviews
- Academic Preparedness – École Harrison
  - o École Harris has one primary goal – the school seeks to increase the number of students at or above level in French reading to 80% meeting (or above) by June 2017.
    - GB+ French Reading Assessment Tool
    - The School Resource teacher is working with groups of students at multiple grade levels, while the Literacy Support Teacher teaches specific strategies to groups of students in grades 2 and 3 to accelerate their reading achievement.

- Creation of 21<sup>st</sup> Century Classrooms
- Student Achievement
  - French language reward system called B.I.F. (Bureau d'instigation du français)
- Global Citizenship – École O'Kelly School
  - École O'Kelly School's main Goal in Global Citizenship is in the area of Personal Growth: increasing the academic and extra-curricular engagement level of their grades 5 to 8 students by 10%.
    - The Panther Leadership Group (PLG) has been a major school initiative implemented to help accomplish the improvements in this area.
    - This has given students more input in school activities and encouraged participation in Patrols, Panther Pals (peer tutors), school beautification, and extra-curricular opportunities.
  - Student Achievement
    - The students in the PLG also participate in the divisional YR program and attended We Day last year, and they are undertaking new projects to help revitalize our school spaces both inside and outside.
    - The first O'Kelly Yearbook arrived in September
    - Emily Planetta, a grade 6 student, was awarded the local and zone awards by the Royal Canadian Legion this fall for her poster to commemorate Remembrance Day
    - Daynah Hall won the Divisional grade 7/8 speech competition in the spring.

Mr. Malazdrewicz, Assistant Superintendent, provided highlights on the following:

- Health and Wellbeing – Waverly Park School
  - CN Railway tracks
    - Concerns were previously brought up by the Board regarding students crossing and playing near the tracks
    - In response to concerns expressed by parents and staff regarding the safety of their children and their students, arrangements have been made with the CN Police Service to deliver their Operation Lifesaver Program.
    - Mr. Mel Clark, Director of Facilities and Transportation, has had a section of the fence separating the railway and the green space repaired.
  - Educating Students about Bullying
  - Student Achievement
    - The Youth Revolution Leadership Team has been conducting a food drive as part of Free the Children's "We Scare Hunger" campaign.
    - Grades 7 & 8 students will once again be involved in Enrichment Clusters, which will run two hours per week for the next four weeks.

Mr. Malazdrewicz reviewed the Administrative and Statistical Information – Suspensions, and noted that the levels of suspensions are down significantly this year in frequency and severity of the nature of the issues the students are facing.

Mr. Malazdrewicz spoke on Community Connections and provided a Community Mobilization Update. He also reviewed his report on the Task Force on Special Needs (Level II) Funding - October 26, 2015.

Mr. Malazdrewicz spoke on a presentation he gave to Delta Kappa Gamma on Student Advocacy on October 26, 2015

Trustee Sumner asked if, in regards to Special Needs Funding, the responsibility for the classification of students would be the Division's, and that the Division would then be free to recognize the levels of need within our own Division without the Province's input.

Mr. Malazdrewicz responded yes; the responsibility for the classification of students would be the Division's. Mr. Malazdrewicz indicated that there will still be a level for extreme need that would be supported individually by the Province. The funding model and the language used frequently has been broad population based and more. It is hoped that to address the two pieces the Division is looking at will ensure that there will be adequate funding for support for students in schools but also the move away from an application base.

Trustees asked questions for clarification.

Trustee Bowslaugh asked for the predicted implementation date of the new model for Special Needs Funding.

Mr. Malazdrewicz responded that 2018-2019 is the year it is expected to be implemented.

Dr. Ross – Mr. Bartlette

That the November 9, 2015 Report of Senior Administration be received and filed.

Carried.

### **3.02 Communications for Information**

### **3.03 Announcements**

- a) School Catchment Area Public Consultation – 7:00 p.m., Tuesday, November 10, 2015, Waverly Park School Gymnasium.
- b) Finance Committee Meeting – Stakeholder meeting with Brandon Chamber of Commerce, 12:00 p.m., Thursday, November 12, 2015, Boardroom.
- c) Support Personnel Labour/Management Committee – 3:30 p.m., Thursday, November 12, 2015, Conference Room.
- d) Personnel Committee Meeting – 10:00 a.m., Tuesday, November 17, 2015, Boardroom.
- e) Facilities & Transportation Committee Meeting – 11:30 a.m., Tuesday, November 17, 2015, Boardroom.
- f) Policy Review Committee – Meetings re: Scent Consultation:
  - School Principals – 1:00 p.m., Tuesday, November 17, 2015, McLaren Room.
  - Employee Groups – 4:30 p.m., Tuesday, November 17, 2015, McLaren Room.
  - Parent Councils – 7:00 p.m., Wednesday, November 18, 2015, Boardroom.
- g) Policy Review Committee Meeting 12:00 p.m., Thursday, November 19, 2015, Boardroom.
- h) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, November 23, 2015, Boardroom.

Mr. Buri – Ms. Bambridge

That the Board do now resolve into Committee of the Whole In-Camera. (8:25 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA

**4.00 IN CAMERA DISCUSSION:**

**4.01 Student Issues**

**- Reports**

- a) Trustee Sumner requested follow-up on a student matter.
- b) Trustee Bartlette asked for information on a student matter.

**- Trustee Inquiries**

**4.02 Personnel Matters**

**- Reports**

- a) Confidential #1 – Personnel Report was presented.
- b) Trustee Bowslaugh requested information on a Personnel Matter.

**- Trustee Inquiries**

**4.03 Property Matters/Tenders**

**- Reports**

- a) Trustee Sefton provided information on a Property Matter.

**- Trustee Inquiries**

**4.04 Board Operations**

**- Reports**

**- Trustee Inquiries**

Mrs. Bowslaugh - Mr. Sumner

That the Committee of the Whole In-Camera do now resolve into Board.

Carried.

**5.00 ADJOURNMENT**

Mr. Buri – Mr. Bartlette

That the meeting does now adjourn (8:52 p.m.)

Carried.

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Chairperson

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Secretary-Treasurer



# BRANDON SCHOOL DIVISION

MINUTES OF THE SPECIAL 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 11:45 A.M., THURSDAY, NOVEMBER 12, 2015.

## **PRESENT:**

Mr. M. Sefton, Chairperson, Dr. L. Ross, Vice-Chairperson, Ms. S. Bambridge, Mr. P. Bartlette (exited 11:50 a.m., returned at 11:54 a.m.), Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck, Mr. J. Murray, Mr. K. Sumner.

Recording Secretary: Mr. D. Labossiere, Secretary-Treasurer.

Senior Administration: Dr. D. M. Michaels, Superintendent, Mr. M. Gustafson, Assistant Superintendent, Ms. E. Jamora, Assistant Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources (entered at 11:50 a.m.).

## **REGRETS:**

Mr. G. Malazdrewicz, Assistant Superintendent.

## **CALL:**

The Chairperson called the meeting to order at 11:48 a.m. and referred to the Call.

The meeting had been called for the purpose of considering the following:

a) Personnel Matter.

Mr. Sumner – Mr. Bartlette

That the Board do now resolve into Committee of the Whole In Camera.

Carried.

## **IN COMMITTEE OF THE WHOLE IN CAMERA**

a) Confidential #1 was reviewed. The Committee Chairperson spoke to the report.

Dr. Ross – Mr. Buri

That the Committee of the Whole In Camera do now resolve into Board.

Carried.

## **IN BOARD**

135/2015 Mrs. Bowslaugh – Dr. Ross

That Confidential #1 and the recommendations therein be approved.

Carried.

Mr. Kruck – Mr. Buri

That the meeting do now adjourn (12:05 p.m.).

Carried.

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Chairperson

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Secretary-Treasurer



# BRANDON SCHOOL DIVISION

## Education Committee Minutes

Thursday, October 29, 2015 11:30 a.m.

Boardroom, Administration Office

Present: S. Bambridge (Chairperson), P. Bartlette (arrived at 11:50 a.m.), G. Buri, P. Bowslaugh (Alternate), Mr. M. Gustafson, Assistant Superintendent.

Guest: K. Sumner

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### 1. CALL TO ORDER:

The Education Committee Meeting was called to order by Trustee Bambridge at 11:42 a.m.

### 3. APPROVAL OF AGENDA

The agenda was approved as circulated.

### 4. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Committee minutes from September 21, 2015, were received as information.

### 5. COMMITTEE GOVERNANCE GOAL ITEMS

### 6. OTHER COMMITTEE GOVERNANCE MATTERS

#### A) **Public Consultation on French Immersion Kindergarten Registration**

The October 22, 2015 Public Consultation on French Immersion Kindergarten Registration was discussed. Trustee Bambridge noted that she gathered the following from discussions at the consultation:

- Do not go to a lottery system
- Ensure that it is clearly explained to the public that the curriculum at École New Era School and École Harrison is the same
- Have an information night and possibly have 3 or 4 different nights at different schools
- Look at the possibility of having line-ups in a location with a big enough space for parents to line-up at midnight – the Keystone Centre and Crocus Plains were suggested
- In favour of siblings being automatically registered when an older sibling already attends the school

Line-ups for Kindergarten Registration at École Harrison beginning at midnight and earlier was discussed. It was noted that this year the Principal opened the doors at midnight. This matter was discussed by the Principal and the Superintendent of Schools in mid-January. It was noted that registration dates are not the same at the two French Immersion schools and the other K-8 schools.

People at the consultation stated that “in life” it’s the same, with line-ups for lunch programs, after school programs, concert tickets.

High School registration model was discussed. It was noted that the basis of the selection process for French Immersion registration isn’t the same as High School Registration. The grade 8 parent presentations were discussed as a potential model for providing parents with registration information.

Trustee Bartlette asked if EAL families are selecting French Immersion. Assistant Superintendent, Mr. Mathew Gustafson responded that École Harrison has six EAL students, and École New Era School has twenty-five EAL students.

Trustee Buri reminded the Committee members that the École Harrison and École New Era School Principals indicated in 2014-2015 that they liked the process, and didn’t think a change was needed.

Trustee Sumner noted that something should have occurred to avoid the line-ups in the first place.

Trustee Bartlette discussed a larger window of time for registration other than one day. The conclusion was that it wouldn’t matter if the registration time was longer as people would still line-up early to register their children on the first day of registration.

To address the public concerns regarding availability of information and the registration process, it was recommended to align Kindergarten Registration dates as well as provide Kindergarten orientation evenings. The orientation evenings should provide clear and concise information on the French Immersion Kindergarten Registration process.

Trustee Sumner indicated that he does not believe that the current registration process is a good solution. He stated he will take the names of those in line next year and send them home and stay all night for them and ensure their children are registered.

Trustee Bambridge noted that what she heard from French Immersion Principals and the public was that lottery is not an option. Trustee Buri stated that the Committee has to consider the feedback it received.

Mr. Gustafson stated that it is possible to align registration dates to avoid confusion, and that the pre-registration information can be provided on information evenings for all parents. Such would communicate the French Immersion program and registration process.

**Recommendation:**

The Education Committee recommends that the Board of Trustees maintain the status quo procedure for French Immersion Kindergarten Registration. Secondly, it is recommended that Kindergarten registration dates be aligned; and the Kindergarten information evenings be scheduled to provide parents with information on Kindergarten programming and the registration process.

**B) Sub-Committee Reports**

**Brandon Urban Aboriginal People’s Council (BUPAC)**

Trustee Bowslaugh provided a brief update on the Brandon Urban Aboriginal People’s Council and asked about the Aboriginal Education Advisory Committee. Mr. Gustafson asked if it is the Committee’s desire to provide an overview of the purpose of the following committees:

- Aboriginal Education Advisory Committee
- Aboriginal Steering Committee
- Brandon Urban Aboriginal People’s Council (BUPAC)

The Committee agreed that it would like an overview on the purpose of these groups

Brandon Community Drug and Alcohol Education Coalition – Defer

Friends of Education Committee – Meeting has been rescheduled for November 5, 2015

**7. OPERATIONS INFORMATION**

**8. NEXT REGULAR MEETING: Thursday, November 26, 2015, 10:00 a.m., Boardroom.**

The meeting adjourned at 1:10 p.m.

Respectfully submitted,

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S. Bambridge, Chair

\_\_\_\_\_  
P. Bartlette

\_\_\_\_\_  
G. Buri

\_\_\_\_\_  
P. Bowslaugh (Alternate)



# BRANDON SCHOOL DIVISION

## Divisional Futures & Community Relations Committee Minutes

Thursday, November 5, 2015 - 12:00 p.m.

Boardroom, Administration Office

Present: P. Bowslaugh, L. Ross, M. Sefton

M. Gustafson, Assistant Superintendent

Regrets: K. Sumner

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### 1. CALL TO ORDER

The Divisional Futures & Community Relations Committee Meeting was called to order at 12:03 p.m. by Trustee Pat Bowslaugh.

### 2. APPROVAL OF AGENDA

The agenda was approved as amended.

### 3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of September 29, 2015 were received as information.

### 4. COMMITTEE GOVERNANCE GOAL ITEMS

#### A. Student Focus Groups

The Committee discussed the upcoming lunch visit with students at École secondaire Neelin High School scheduled for November 24, 2015.

The Committee discussed the questions they will ask the students and decided on the following:

- 1) What is going well?
- 2) What is not going well?
- 3) What suggestions do you have for improvement?
- 4) Is there anything else you'd like to tell us?

Trustee Bowslaugh spoke on the format of the meeting and suggested separating the students into 3 groups and having all 3 groups listen to the others responses so duplicate feedback is not received

It was decided that a single facilitator could be used if there is only one group, and then everyone hears the same conversations. The Committee agreed they would leave the students in one group.

Discussion took place regarding what school to visit next and when. It was decided that February would be the next visit with High School students. The Committee agreed to visit Valleyview Centennial School in December, with 15 students from grades 5 & 6. This meeting can be moved to January if needed.

**5. OTHER COMMITTEE GOVERNANCE MATTERS**

- A. Brandon Urban Aboriginal People's Council (BUPAC)  
Trustee Bowslaugh provided a short report on BUPAC
  
- B. In-Camera  
The Committee discussed one item In-Camera.
  
- C. Walking with our Sisters - Moccasin Vamps  
Trustee Bowslaugh spoke on this upcoming event which recognizes Aboriginal women across Canada. The event is coming to Brandon in March 2016. Trustee Bowslaugh received a request to have a representative from Brandon School Division sit on the event committee. Mr. Gustafson stated that for official BSD representation, an official request should be received along with what is expected of the representative. Trustee Bowslaugh will ask for an official request for BSD representation.

**6. OPERATIONS INFORMATION**

Community Mobilization Update:

Trustee Sefton provided the following updates on the Community Mobilization Meetings:

- The group has had a total of 84 new discussions
- They have closed 72 cases, 60 have connected to services

Trustee Bowslaugh spoke on the possibility of Trustee Sefton presenting on this task force at the MSBA Conference in March. Trustee Sefton will look into it.

Trustee Bowslaugh spoke on the "No Stone Alone" event held that morning at the Brandon Cemetery. She noted that St. Augustine School, Valleyview Centennial School and École Harrison attended this event and each school laid a wreath. It was discussed whether in the future a wreath should be laid on behalf of the Division's 8,500 students. It was decided that the focus needs to be on the schools which helps with the mandate of No Stone Alone, and it is good public relations for the students. If the Board is invited to lay a wreath in the future, then the Division's involvement would be considered.

The meeting adjourned at 12:57 p.m.

Respectfully submitted,

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P. Bowslaugh, Chair

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M. Sefton

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K. Sumner

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L. Ross (Alternate)



# BRANDON SCHOOL DIVISION

## Personnel Committee Minutes

Tuesday, November 17, 2015 – 10:00 a.m.  
Boardroom, Administration Office

Present: L. Ross, J. Murray, G. Kruck (Alternate), D. Labossiere.

Regrets: D. M. Michaels, S. Bambridge.

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### 1. CALL TO ORDER

The Personnel Committee Meeting was called to order at 10:05 a.m.

### 2. APPROVAL OF AGENDA

The agenda was approved as circulated.

### 3. REVIEW OF COMMITTEE MINUTES

The Committee Minutes of October 13, 2015 were received as information.

### 4. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

### 5. OTHER COMMITTEE GOVERNANCE MATTERS

#### A) Personnel Matter – In-Camera Discussions

The Secretary-Treasurer reviewed a confidential report provided to Trustees and answered questions.

Due to time constraints, the Committee agreed to continue discussions on the Personnel Matter at the next Personnel Committee Meeting.

### 6. OPERATIONS INFORMATION

The Committee received as information the following:

- MSBA Collective Bargaining Update (attached):
  - November 6, 2015
- MSBA – CPI, Unemployment Rate, Regional Trends update (attached).
- MSBA Salary Bulletins regarding:
  - Western School Division (EAs)
  - Pine Creek School Division (All)
  - River East Transcona (Library Techs)
  - Winnipeg School Division (Bus Drivers)
  - Hanover School Division (EAs)

8. **NEXT SCHEDULED COMMITTEE MEETING: Thursday, November 26, 2015, 8:30 a.m., Boardroom.**

The meeting adjourned at 11:40 a.m.

Respectfully submitted,

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J. Murray, Chairperson

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L. Ross

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S. Bambridge

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G. Kruck (Alternate)



# BRANDON SCHOOL DIVISION

## Facilities/Transportation Committee Minutes

Tuesday, November 17, 2015 – 11:30 a.m.  
Boardroom, Administration Office

Present: G. Buri (Chair), G. Kruck, J. Murray, M. Sefton, D. Labossiere,  
M. Gustafson, G. Malazdrewicz, M. Clark, R. Harkness.

Regrets: P. Bartlette (Alternate)

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### 1. CALL TO ORDER.

The Facilities & Transportation Committee Meeting was called to order at 11:57 a.m.

### 2. APPROVAL OF AGENDA

Trustee Buri noted he had one In-Camera item to add to the agenda.

Trustee Murray noted he had on item to add to the agenda.

Trustee Kruck noted he would like an item added to the agenda or he would like it added to the next Facilities and Transportation Committee agenda, regarding a parent email.

The agenda was approved as amended.

### 3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of October 20, 2015 were received as information.

### 5. COMMITTEE GOVERNANCE GOAL ITEMS

#### A) Catchment Area Consultation – Tuesday, November 10, 2015 – Review of Feedback

The Committee discussed the Catchment Area Public Consultation and noted that parents did not like the consultation timeline and decision making deadline. The public wanted to have scenarios provided and they did not support the Division making decisions before another consultation takes place. Trustee Kruck would like to have another consultation when a recommendation comes forth.

The Committee spoke on long term solutions, grandfathering and noted that they found the round table discussions informative, although they were concerned that only one person from each table was doing the reporting. The Committee noted they were missing the voices of the people who are not comfortable speaking up. One suggestion from the feedback included adding 'double shifts' at schools; another suggestion was that when the Division comes up with a recommendation, rather than force the idea on all schools, contact parents to see if they would move catchments voluntarily.

Trustee Buri suggested for future consultations that there be round table discussions, microphones, a better feedback form and simpler questions. It was noted that some had a hard time understanding the questions.

The idea of using table moderators to assist the group and answer questions was discussed. This would still allow Trustees to attend several different tables.

Trustee Kruck indicated that not all the schools were listed in the presentation and he felt they should have been included. Mr. Malazdrewicz, Assistant Superintendent, provided and reviewed the capacity and projected enrolment numbers for all schools and answered questions.

(Trustee Sefton exited at 1:12 p.m. and returned at 1:23 p.m.)

(Trustee Buri exited at 1:13 p.m. and returned at 1:14 p.m.)

Mr. Malazdrewicz provided the Committee with the Catchment Consultation Report – Draft document and provided highlights on the following:

- Facility Capacity – context
- Community Development
- Board Facility Development Activities
- Enrolment Forecasts
- Composition of Attending K-8 Students
- Catchment Considerations

The Committee discussed the procedures with requesting portable classrooms from the Province.

Riverheights School is the number one pressing priority that must be addressed for the school year starting in September 2016.

Mr. Malazdrewicz noted that one possibility would be for Valleyview School to retain its grade 7 students with an addition of a portable classroom and reconfiguring of available rooms. He noted that he will bring more information to the next Facilities and Transportation Committee meeting and he will provide information for long term solutions.

The Committee discussed the timeframe for a decision and noted that one must be made by mid-January for registrations for September 2016. Discussions were also held in regards to further consultations.

Full Day Every Day Kindergarten was also discussed and how it might relieve pressure on Riverheights School if it was implemented at other schools.

Due to time constraints, the Committee scheduled another Facilities and Transportation Committee meeting on Tuesday, December 8, 2015, to further review catchment area data.

## **6. OTHER COMMITTEE GOVERNANCE MATTERS**

### **A) Sub-Committee Reports**

- Workplace Safety & Health (WPS&H) Committee
  - Trustee Murray reviewed the Minutes from October 14, 2015.

### **B) Crocus Plains Regional School Kitchen Exhaust Fan & Ductwork Replacement Project**

Mr. Mel Clark, Director of Facilities and Transportation, spoke to this item and noted the different options available for replacement of these items and noted the following:

- New dedicated make-up air unit must be installed when replacing the exhaust fans.
- The kitchen ceiling will need to be replaced when they do the fan/ductwork replacement

Mr. Denis Labossiere, Secretary-Treasurer, reviewed the document of three repair options and costing. Mr. Labossiere recommended to the Committee Option #2, upgrade kitchen and correct deficiencies identified by Brandon Fire Department at an estimated cost of \$386,000. Mr. Clark added that the school already has the kitchen equipment to use with this new ventilation system. The timeline for the repairs was discussed and Mr. Clark indicated the timeline would be 10 weeks and the work would be completed during the summer of 2016.

Mr. Labossiere indicated that PSFB currently has no funds available in their current budget for these repairs/upgrade but PSFB indicated that the Division should proceed with the design phase0. Mr. Labossiere indicated the Division is making its last payment for the light retrofit debenture this month. He recommended that the annual payment of \$54,500 be redirected to a debenture for the repairs/upgrades, if the Province does not compensate the Division for the required repairs/upgrades.

The Committee agreed to recommend Option #2 - Upgrade Kitchen and Correct Deficiencies Identified by Brandon Fire Department

**Recommendation:**

That HSB Engineering Consultants Ltd. proceed with the design phase for the Crocus Plains Regional Secondary School Kitchen Exhaust Fan and Ductwork Replacement Project, Option #2 – upgrading the overall kitchen facility.

**C) School Playground Replacement**

Mr. Labossiere spoke to the revised Playground Replacement Schedule and noted the changes and additions to the schedule. St. Augustine School is prepared to move forward with the installation of a new playground structure in the summer of 2016, and have requested the possibility of moving up the playground replacement schedule. Earl Oxford and Betty Gibson schools do not have funding in place and have agreed to move their scheduled playground replacements back one year to 2017 and 2018 respectively.

The Committee agreed to St. Augustine's request and Mr. Labossiere noted that the Playground Replacement Schedule will be revised and sent to schools once the motion is approved.

Alexander School's Playground Replacement was also discussed. Trustee Murray noted that the Committee would support Alexander School sending a request to the town of Alexander for a contribution to their Playground replacement.

**Recommendation:**

That St. Augustine School be approved to move forward on the Playground Replacement Schedule and that their playground structure be replaced in the summer of 2016.

**D) Request for Buses**

The Committee noted that the use of Brandon School Division buses was approved every year for the Society for Manitobans with Disabilities and there were no objections to the request.

**Recommendation:**

That a school bus be provided to the Society for Manitobans with Disabilities for their Spring Break Program for the days of March 29, 30, 31 and April 1<sup>st</sup>, 2016 at the current rates subject to approval by the Supervisor of Transportation and the Manitoba Transport Board.

**7. OPERATIONS INFORMATION**

**8. NEXT REGULAR MEETING: Tuesday, December 8, 2015, 12:00 p.m., Boardroom**

The meeting adjourned at 1:04 p.m.

Respectfully submitted,

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G. Buri, Chair

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G. Kruck

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J. Murray

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P. Bartlette (Alternate)



# BRANDON SCHOOL DIVISION

## Report of Senior Administration to the Board of Trustees

November 23, 2015

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- IV. Superintendent of Schools
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*“Accepting the Challenge”*

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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**

### **II. HUMAN RESOURCES**

### **III. SECRETARY-TREASURER**

### **IV. SUPERINTENDENT OF SCHOOLS**

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

For Action.....G. Malazdrewicz

Crocus Plains Regional Secondary School has submitted an off-site activity request (attached as Appendix A for Board of Trustees consideration) for twenty four (24) female Crocus Plains hairstyling student members in grades 11 and 12 to make a trip to Toronto/Mississauga, Ontario from April 13, 2016 to April 17, 2016.

Mr. Chad Cobbe, Principal, Crocus Plains Regional Secondary School; Mr. Greg Malazdrewicz, Assistant Superintendent; and Dr. Donna M. Michaels, Superintendent of Schools/Chief Executive Officer have given approval for this trip. Approval from the Board of Trustees is respectfully requested.

#### ***RECOMMENDATION:***

*That the trip involving twenty four (24) female Crocus Plains hairstyling student members in grades 11 and 12 to make a trip to Toronto/Mississauga, Ontario from April 13, 2016 to April 17, 2016 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 VISITS (OCTOBER 29, 2015 TO NOVEMBER 10, 2015)**

For Information..... D. Michaels

##### School Development Plan Reviews

Currently the Superintendent and Assistant Superintendents are meeting with individual principals to review the School Development Plans with respect to the three dimensions of the Strategic Plan related to academic preparedness, global citizenship, and health and wellbeing.

These meetings will continue throughout November. They are very informative and productive meetings in a collaborative manner.

The following School Development Plan meetings have occurred:

- École secondaire Neelin High School – November 2, 2015
- Betty Gibson School – November 10, 2015
- Riverview School – November 10, 2015

##### School Visits

The following school visits were undertaken by Assistant Superintendent Gustafson during this reporting period:

- October 30, 2015 – George Fitton School
- October 30, 2015 – Crocus Plains Regional Secondary School
- November 4, 2015 – École secondaire Neelin High School
- November 5, 2015 – King George School
- November 5, 2015 – Riverview School
- November 9, 2015 – École New Era School

##### School Update Meetings

The following school update meetings were undertaken by Assistant Superintendent Malazdrewicz during this reporting period:

- November 6, 2015 – Gail McDonald, Principal, George Fitton School
- November 6, 2015 – Bruce Shamray, Principal, Vincent Massey High School
- November 6, 2015 – Jaime Lombaert, Principal, Green Acres School

## **2. SCHOOL INFORMATION – IMPLEMENTATION OF STRATEGIC PLAN 2014-2017**

For Information..... D. Michaels

### **A. ACADEMIC PREPAREDNESS**

#### **ACADEMIC PREPAREDNESS AT J. R. REID SCHOOL**

*Report prepared by Mr. Shawn Lehman, Principal, J. R. Reid School*

J. R. Reid School is working on increasing student achievement in Numeracy and Literacy for the 2015-2016 school year. In addition, for social emotional and Health and Wellbeing, J. R. Reid has created a third goal to be above the Canadian average/norm in all standards of the Tell Them from Me Survey.

J. R. Reid School has done an inventory on all of their school literacy and numeracy resources, documenting and creating a resource library of materials for our school.

Our reading team has set up guided reading in cohesive groups within our grades 1 to 2 (three classes) students. Guided reading and writing continues throughout our grades and within our homeroom classes for every English Language Arts classroom at J. R. Reid School.

Our Numeracy team has created a year at a glance assessment for every grade from 1 to 8. The data from this administered assessment in September is used to help teachers drive and inform their instruction based on students' needs and abilities.

Lastly, our Social Emotional Team has developed many student led initiatives to help make for better citizens in J. R. Reid School. Some events that have and will occur are: Scare Away Hunger Food Drive, recess mentors, student leaders and helpers in the canteen, student leaders and helpers in the lunchroom, recycling team, students raking and cleaning up garbage outside, spirit days, Jaguar celebrations and Youth Revolution. One monthly Wednesday morning meeting per month is geared towards our Social Emotional Team planning and sharing.

### **B. GLOBAL CITIZENSHIP**

#### **GLOBAL CITIZENSHIP AT RIVERHEIGHTS SCHOOL**

*Report prepared by Mr. John Minshull, Principal, Riverheights School*

Riverheights School has been involved in a couple of Global Citizenship initiatives thus far this year.

Mr. Erik Been, Industrial Arts teacher at Riverheights, partnered with the Defenders Motorcycle Club Chapter 17, for the second year in a row, to build and place crosses at the gravesite of fallen soldiers.

A small white cross with a bright red poppy in the center, accompanied by a Canadian flag, was placed in the ground at the gravestone of fallen soldiers in the Brandon Cemetery.

On November 9, 2015 in preparation for Remembrance Day, approximately eighty-five grade eight students from Riverheights, along with members of the motorcycle club, placed the crosses and flags at the gravesite.

Many local businesses support this project financially to purchase the necessary supplies.

A second initiative involved Mr. Dale Seafoot's Community Issues class holding a student vote prior to the recent Federal Election. This project allowed our students to learn more about the election process and the political parties that were involved in the election.

Both projects were very successful, and encourage the involvement of our students as global citizens.

### **C. HEALTH AND WELLBEING**

#### **HEALTH AND WELLBEING AT ALEXANDER SCHOOL**

*Report prepared by Ms. Shelley Cords, Principal, Alexander School*

The students and staff of Alexander school continue to work hard at creating an environment that is safe for all students. The Alexander Behavior Matrix, called Gator Behavior, identifies three expectations for our school. The three expectations are Be Safe, Be Respectful, and Be Responsible. Teachers discuss the three expectations daily with the students. The teachers provide examples of how these expectations should look in different settings within our school and community. The principal announces every morning to Be Safe, Be Respectful, Be Responsible, and Have a Great Day. This has had a positive impact on our students.

Alexander School will have a number of guest speakers come to talk to our students about bullying. This year we have Live Different Singing Group returning to talk to the children. They are also going to do a parent presentation for us as well. Val Caldwell is also returning to our school to talk to the students and parents about cyberbullying. We are very excited for both of these presenters. The students from grades 5 to 8 are attending "We Day" in Winnipeg this year. Our Guidance Counselor is also working with students from Kindergarten to grade 8 on bullying presentations on a daily basis. Our school is very active with Youth Revolution and they play a major role within our school to help promote the prevention of bullying.

All of our initiatives have had a huge impact on our school. I have provided some evidence to demonstrate the impact this has had on our students. I surveyed the

grade 7 and 8 class to see what they had to say about bullying in our school. Here are some of their responses.

- “Alexander is the best school of all because they handle things really well.”
- “Alexander School is a safe place. The teachers are very helpful and reach out when in need.”
- “The presentations really help with the bullying.”
- “I can get help anywhere in the school.”
- “There is very little bullying at our school.”

As you can see from their responses, Alexander School is beginning to see positive changes take place with bullying and students feeling safe at school.

### **3. DIVISIONAL INITIATIVES**

For Information..... D. Michaels

#### **A. ACADEMIC PREPAREDNESS**

##### **ENABLING LEARNING ENVIRONMENTS MASS CONFERENCE / NOVEMBER 4 AND 5, 2015 *Report prepared by Mr. Greg Malazdrewicz, Assistant Superintendent***

The title of this conference summarizes succinctly the comprehensive theme through the presentations. The conference opened with a keynote presentation by Randall Fielding of Fielding Nair International (FNI) with the title of “A Beautiful Whole”. The presentation focused on the learners and their connection to a learning network – in and out of school through the use of video and case studies of successful student-centered learning in schools.

The break-out sessions that Mr. Labossiere and I attended included: Schools as Learning Tools, Reimagining Learning Spaces in Schools, and Outdoor Learning Environments – Naturescape Playgrounds.

In addition to some Manitoba Superintendents, a number of Secretary Treasurers also attended the conference. The ensuing conversations during sessions and meals as well as before and after session conversations provided significant insight both into the logistics of implementing the ideas presented during the conference, but also into managing and planning interactions with government in the development of new schools.

#### **B. HEALTH AND WELLBEING**

##### **TEEN HEALTH CLINICS**

##### ***Report prepared by Ms. Veronica Adams, Inter-Agency Articulation Specialist***

Teen Clinics offer free and confidential drop in health services for youth. Healthy Child Manitoba has been funding Teen Clinics since 2002; currently there are more than thirty-six Teen Clinics in the province located in schools or community health centres.

Since 2007 Clinics were established at Crocus Plains Regional Secondary School, Vincent Massey High School, Neelin High School in the Brandon School Division. The newest site in our community is located at the City of Brandon Youth Centre. Clinics are scheduled at each site for two hours monthly over the lunch hour.

The goal of the Teen Health Clinics is to ensure young people in Manitoba have access to health services that are accessible and appropriate to their needs. The Clinics provide young people with opportunities to learn about the health issues that concern them, identify strategies for maintaining good health and access health promotion tools and resources. They provide young people with accurate non-judgmental information, respectful care that acknowledges the diversity of cultures and values of all young people, and recognizes gender specific need.

#### **4. ADMINISTRATIVE AND STATISTICAL INFORMATION**

##### **SUSPENSIONS**

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>NO./DAYS</u>	<u>REASON</u>
King George	1 total	1 – 4 day	Unacceptable Behaviour
Meadows	1 total	1 – 3 day	Unacceptable Behaviour
Neelin	2 total	1 – 3 day 1 – 5 day	Unacceptable Behaviour Unacceptable Behaviour

##### **ENGLISH AS AN ADDITIONAL LANGUAGE (EAL) ENROLMENT UPDATE / OCTOBER 31, 2015**

The Brandon School Division Currently has 1401 English as an Additional Language (EAL) Students.

- 17 new registrations were received from October 1 – 31, 2015;
- 16 students left the Brandon School Division from October 1 – 31, 2015.

The number of new EAL registrations received to date for the 2015/2016 school year is as follows:

Month of Registration	Number of New EAL Registrations Received
September 2015	178
October 2015	17
Total	195

The current school totals for *continuing students* are as follows:

	Current Total	Students who have left the Division 2015/2016	Students who have left the Division 2014/2015	EAL Discontinued (Stage 5+) 2015/2016	EAL Discontinued (Stage 5+) 2014/2015
Alexander	2		1		
Betty Gibson	122	2	6		
Crocus Plains	157	6	30		115
Earl Oxford	65	4	6		
George Fitton	96	9	9		
Green Acres	21		3		
Harrison	5				
J.R. Reid	39	3	3		
King George	100	2	6		
Kirkcaldy Heights	34	2	3		
Linden Lanes	32				
Meadows	97	4	15		
Neelin	37	7	7		
New Era	120	9	4		
O'Kelly	25	5	2		
Riverheights	106	2	5		
Riverview	42	1	2		
Spring Valley	32				
St. Augustine	50	1	1		
Valleyview Centennial	13	3			
Vincent Massey	150	4	7		38
Waverly Park	56	2			
Total	1401	66	110		153

The number of students who left Brandon School Division from October 1 – 31, 2015 is sixteen (16). Of these students:

- three (3) withdrew (high school students);
- two (2) moved out of division;
- seven (7) moved out of province;
- two (2) moved back to their home country; and
- two (2) withdrew with no exit path indicated.

Four students changed catchment areas from October 1 – 31, 2015.

## 5. COMMUNITY CONNECTIONS

For Information..... D. Michaels

### PSYCHIATRIC NURSING WITH CHILDREN AND ADOLESCENTS

#### FOURTH YEAR BU PSYCHIATRIC NURSING PRESENTATION / OCTOBER 30, 2015

*Report prepared by Mr. Greg Malazdrewicz, Assistant Superintendent*

The fourth year program of study looks at child development through a systems lens as well as their interactions with systems. The purpose of this presentation was to provide a Canadian and Manitoba perspective on education – enabling legislation, governance and administrative structures.

## 6. CORRESPONDENCE

For Information..... D. Michaels

### CORRESPONDENCE RECEIVED FROM JAMES ALLUM, MINISTER OF EDUCATION AND ADVANCED LEARNING

The following correspondence has been received from James Allum, Minister of Education and Advanced Learning:

*I am pleased to inform you that funding in the amount of \$218,092.80 has been approved to provide direct support as follows:*

<i>Crocus Plains Regional Secondary School Design Drafting</i>	<i>\$43,049.70</i>
<i>Crocus Plains Regional Culinary Arts</i>	<i>\$76,838.37</i>
<i>Crocus Plains Regional Advertising Art</i>	<i>\$13,056.40</i>
<i>Crocus Plains Regional Automotive Technology</i>	<i>\$27,510.00</i>
<i>Crocus Plains Regional Vocational Photography</i>	<i>\$18,496.33</i>
<i>Crocus Plains Regional Hairstyling</i>	<i>\$39,142.00</i>

*Further information regarding funding details will be sent to the school.*

*I encourage you to share your program outcomes and experiences with other interested educators. I appreciate your cooperation and collaboration as we work together to enhance technical vocational education and provide young Manitobans with the knowledge and skills necessary for living, learning, and working in a competitive global economy.*

**THE BRANDON SCHOOL DIVISION**

**BYLAW NO. 10/2015**

A By-Law of the Board of Trustees of The Brandon School Division for the purpose of amending By-Law 3/2014, passed to regulate the procedures of the Board of Trustees.

WHEREAS it is deemed necessary to amend part II (Section 2.4) of By-Law 3/2014 to make changes under "Meetings of the Board" of Trustees to amend the statement regarding when an emergency meeting may be held;

NOW THEREFORE the Board of Trustees in session duly assembled enacts as follows:

2.4. Emergency Meeting

Notwithstanding Article 2.5, the Board may hold a meeting at any time and any place to deal with an emergency situation if 6 trustees consent thereto and are present thereat. (1)

GIVEN FIRST READING by the said Board of Trustees of The Brandon School Division, assembled at Brandon, in the Province of Manitoba, this 23<sup>rd</sup> day of November A.D. 2015.

SECOND READING: \_\_\_\_ day of \_\_\_\_\_ A.D. 2015

THIRD READING: \_\_\_\_ day of \_\_\_\_\_ A.D. 2015

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary-Treasurer

I, \_\_\_\_\_, Secretary-Treasurer of The Brandon School Division, DO HEREBY CERTIFY THE ABOVE to be a true and correct copy of Bylaw No. 6/2014

\_\_\_\_\_  
Secretary-Treasurer



# BRANDON TEACHERS' ASSOCIATION

The Town Centre  
Unit D4 – 800 Rosser Avenue  
Brandon, MB R7A 6N5  
Ph: (204)729-3141  
Email: [Office@btateach.com](mailto:Office@btateach.com)  
Website: [www.btateach.com](http://www.btateach.com)

November 3, 2015

Mr. Mark Sefton  
Chairperson  
Board of Trustees  
1031 – 6<sup>th</sup> Street  
Brandon, MB R7A 4K5

Dear Mr. Sefton


The Brandon Teachers' Association, together with the support of the Brandon School Division, held the annual Learning Information For Teachers (LIFT) day on Friday, October 23, 2015.

The LIFT Conference is organized by teachers for teachers. It is the only day on the school calendar that is set aside for teachers to choose professional development specifically in their area of interest. By participating in LIFT, teachers are demonstrating their commitment to broadening their skills and knowledge as an educator.

LIFT Conference 2015 offered 50 sessions to over 1,100 educators. While most of the sessions were held at Crocus Plains Regional Secondary School, a number of other schools in the Division also hosted sessions, including Betty Gibson, Earl Oxford, George Fitton, École Harrison, J.R. Reid, Kirkcaldy Heights, Linden Lanes, Riverview, Vincent Massey High School, École Secondaire Neelin High School, and O'Kelly School, in Shilo. These sessions could not take place in the various BSD facilities without the dedication and commitment of school principals and support staff located in each building. The Westman Retired Educators Association as well as the Crocus Plains Hockey Team, also worked with the LIFT Committee to help contribute to a well-run event. The Brandon Teachers' Association LIFT Committee recognizes that it is with the co-operation and assistance of many individuals in the Brandon School Division that they are able to continue to hold this quality professional development for educators, not only in the Brandon School Division, but throughout Western Manitoba.

We would also like to thank you personally for stopping by Crocus Plains and taking the time to witness firsthand this unique professional development opportunity. Your support and interest as Chairperson of the Board of Trustees was greatly appreciated. The Brandon Teachers' Association LIFT Committee looks forward to beginning preparations for LIFT 2016.

Yours truly,

  
Alison Johnston  
President  
Brandon Teachers' Association

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c.c. Dr. D. Michaels, Superintendent/CEO