



BRANDON SCHOOL DIVISION

November 19, 2014

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

TO BE HELD TUESDAY, NOVEMBER 24, 2014
7:00 P.M.

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere
Secretary-Treasurer

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) Special Board Meeting, November 10, 2014.
Adopt.
- b) Regular Board Meeting, November 10, 2014.
Adopt.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

2.02 Reports of Committees

- a) Finance Committee Minutes

K. Sumner

- b) Education Committee Minutes

P. Bartlette

2.03 Delegations and Petitions

- a) Dean Munchinsky and representatives of Neelin Choir Program, presentation regarding the Neelin Choir Program and trip to Ireland.
- a) Ms. Barb Gribben, Chair, CUPE Manitoba School Division Sector, regarding School Support Staff Recognition Week, November 24-28, 2014.

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 –
 - École O’Kelly School
 - École Harrison
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report –
 - Crocus Plains Regional Secondary School Off-Site Activity Request (Dallas, Texas) – Refer Motions

2.06 Public Inquiries (max. 15 minutes)

2.07 Motions

114/2014 That the trip involving twenty (20) grades 10, 11 and 12 hockey students, from Crocus Plains Regional Secondary School to make a trip to Dallas, Texas from January 15 – January 20, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

2.08 Bylaws

2nd Reading

That By-law 5/2014 being a borrowing by-law in the amount of \$4,295,800.00 upon the credit of the Division by the issue and sale of a debenture to meet partial costs for construction of:

<u>School</u>	<u>Project</u>
Waverly Park School	Two Classroom Addition
Vincent Massey High School	Roof Replacement Areas D and G
Vincent Massey High School	Roof Replacement
Valleyview Centennial	Emergency Roof Replacement
Riverview School	Furnace Replacement Ph II
Neelin High School	Roof Replacement of Area G1
Meadows School	Elevator
Meadows School	Three Classroom & Elevator Access Addition
Harrison School	Roof Replacement of Area A1
George Fitton School	New Gym and Daycare Addition
Crocus Plains Regional Secondary	Science Lab Renovation
Betty Gibson School	Roof Replacement
Betty Gibson School	Boiler Replacement
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium

be now read for the second time, having been first read on November 10, 2014.

3rd Reading

That the rules be suspended and By-law 5/2014 be now read for a third and final time, and taken as read, finally passed.

1st Reading

That By-law 6/2014 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 4.23, remove the words “more than once” and replace with “more than twice”.

Be now read for the first time.

2.09 Giving of Notice

2.10 Inquiries

- Trustee Inquiries

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Receive and File.

3.02 Communications for Information

- a) Floyd Martens, President, Manitoba School Boards Association, November 18, 2014, letter to The Honourable Greg Dewar, Minister of Finance, regarding pre-budget consultations. Mr. Martens identifies what the MSBA believes to be the top priorities for the 2015 provincial budget, and advocates for sufficient flexibility in resource allocation to enable school boards to contribute to advances in these areas. (Appendix 'A')
Receive and File.
- b) Danniele Carriere, Council Services Clerk, City of Brandon, November 19, 2014, Advising of the City Council Members who were appointed to the City of Brandon/Brandon School Division Joint Task Force Committee. (Appendix 'B')
Receive and File.

3.03 Announcements

- a) Finance Committee Meeting – Stakeholder meeting with Principals – 4:00 p.m., Monday, November 24, 2014, Boardroom.
- b) Facilities & Transportation Committee Meeting – 12:00 p.m., Thursday, November 27, 2014, Boardroom.
- c) Divisional Futures and Community Relations Committee Meeting – 12:00 p.m., Wednesday, December 3, 2014, Boardroom.
- d) Education Committee Meeting – 2:00 p.m., Wednesday, December 3, 2014, Boardroom.
- e) Finance Committee Meeting – Stakeholder Meeting with Employee Groups – 4:30 p.m., Wednesday, December 3, 2014, Boardroom.
- f) Support Personnel Labour/Management Committee Meeting – 11:30 a.m., Thursday, December 4, 2014, Boardroom.
- g) Finance Committee Meeting – Stakeholder Meeting with the Brandon Chamber of Commerce - 12:00 p.m., Monday, December 8, 2014, Boardroom.
- h) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, December 8, 2014, Boardroom.
- i) Upcoming Budget Dates:
- Special Board Meeting – Presentation of Preliminary Budget – 7:00 p.m., Wednesday, February 4, 2015, Boardroom.
 - Public Budget Consultation Forum – 7:00 p.m., Wednesday, February 11, 2015, George Fitton School Gymnasium.
 - All Day Budget Meeting – 9:00 a.m., Tuesday, February 17, 2015, Boardroom.
 - Special Board Meeting – Public Presentations re: Proposed 2015-2016 Budget – 7:00 p.m., Monday, March 2, 2014, 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 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 6:50 P.M., MONDAY, NOVEMBER 10, 2014.

PRESENT:

Mr. M. Sefton, Chairperson, Mr. J. Murray, Vice-Chairperson, Ms. S. Bambridge, Mrs. P. Bowslaugh, Mr. P. Bartlette, Mr. G. Buri, Dr. L. Ross, Mr. K. Sumner.

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

Administration: Dr. D. M. Michaels, Superintendent, Mr. G. Malazdrewicz, Associate Superintendent, Ms. E. Jamora, Assistant Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources.

REGRETS:

CALL:

The Chairperson called the meeting to order at 6:54 p.m. and referred to the Call.

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

- a) Giving of Notice – Debenture By-Law 5/2014.

Mr. Bartlette

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 5/2014 for the purpose of borrowing the sum of \$4,295,800.00 to meet partial costs for construction of the following:

School

Waverly Park School
Vincent Massey High School
Vincent Massey High School
Valleyview Centennial
Riverview School
Neelin High School
Meadows School
Meadows School
Harrison School
George Fitton School
Crocus Plains Regional Secondary
Betty Gibson School
Betty Gibson School

Project

Two Classroom Addition
Roof Replacement Areas D and G
Roof Replacement
Emergency Roof Replacement
Furnace Replacement Ph II
Roof Replacement of Area G1
Elevator
Three Classroom & Elevator Access Addition
Roof Replacement of Area A1
New Gym and Daycare Addition
Science Lab Renovation
Roof Replacement
Boiler Replacement

George Fitton School

K3 Two Classroom Renovation of Existing Gymnasium

Mrs. Bowslaugh – Dr. Ross

That the meeting do now adjourn (6:56 p.m.).

Carried.

Chairperson

Secretary-Treasurer



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 10, 2014.

PRESENT:

Mr. M. Sefton, Chairperson, Mr. K. Sumner, Vice-Chairperson, Ms. S. Bambridge, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck, Mr. J. Murray, Dr. L. Ross .

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

Senior Administration: Dr. D. M. Michaels, Superintendent/CEO, Mr. G. Malazdrewicz, Associate Superintendent, Ms. B. Switzer, Director of Human Resources.

REGRETS:

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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Trustee Kruck stated he had a giving of notice, and had one In-Camera item.

The Secretary-Treasurer noted he had one In-Camera Personnel matter.

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

Mr. Murray – Mr. Bartlette
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 14, 2014 were circulated.

Trustee Bowslaugh noted a name error in the in the minutes of October 14, 2014, which will be corrected and re-posted.

Mr. Bartlette – Dr. Ross
That the Minutes be approved as amended.
Carried.

- b) The Minutes of the Inaugural Board Meeting held November 5, 2014 were circulated.

Mr. Buri – Mrs. Bowslaugh
That the Minutes be approved.

Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

- a) Four students from Vincent Massey High School made a presentation on their trip to Kelowna, BC for the Canadian Student Leadership Conference. They spoke on the highlights of the conference, which is a unique opportunity for students all over Canada to learn about leadership and improve their leadership qualities. This was the 30th year for the conference. They listened to various keynote speakers and attended informative workshops. Listening to the speakers gave the students motivation and drive to keep going and to find what they love. They spoke of meeting others on their journey to Kelowna and how being separated into groups allowed them to open up and work collaboratively with others. When they returned home they taught their council what they learned and how they were going to apply this during the school year. They explained the 20/60/20 rule they learned: 20% will be eager to join in, 60% are not quite sure how they fit in, and 20% will be totally against it. They learned new perspectives on how student councils can be run and that a lot of schools had a leadership class, where they would focus on their leadership skills. They learned how to come out of their comfort zones and put themselves out there. They thanked the Board of Trustees for helping them with the funding to attend CSLC.

Trustees made comments and asked questions regarding their experiences and future plans for implementation of what they learned.

- b) Dylan Williamson of the Crocus Plains Regional Secondary School boys' golf team was recognized for his team's Provincial Championship win at the Shilo Golf Course on September 19, 2014. Trustee Bowslaugh noted that Dylan will be representing his school at another upcoming event. Dylan confirmed that he is heading to Abu Dhabi for the F1 finals.

2.01 Reports of Committees

- a) Personnel Committee Meeting

The written report of the Personnel Committee meeting held on October 7, 2014 was circulated.

Dr. Ross - Mr. Murray
That the Minutes be received and filed.

Carried.

- b) Finance Committee Meeting

The written report of the Finance Committee meeting held on October 14, 2014 was circulated.

Mr. Sumner – Mr. Bartlette

That the Minutes be received and filed.

Carried.

c) Workplace Safety and Health Committee Meeting

The written report of the Workplace Safety and Health Committee meeting held on October 15, 2014 was circulated.

Trustees asked questions for clarification on the review of form 1013.4, such as how often do employees have to update their familiarity with Workplace Safety and Health procedures, and what means of compliance was adopted for holding chairs in place.

Mr. Murray – Dr. Ross

That the Minutes be received and filed.

Carried.

2.03 Delegations and Petitions

2.04 Communications for Action

- a) Correspondence from Carolyn Duhamel, Executive Director, Manitoba School Boards Association, October 24, 2014, noting there are now two vacancies on the Manitoba School Boards Association Provincial Executive: Vice-President (Boards with 6000+ students and Director, Region 3. In accordance with association by-law 7.7, a by-election must be held to fill these vacancies.

Refer MSBA Issues.

Brochure from Manitoba Education Research Network, October 2014, regarding the MERN Winter Forum 2015, calling for Manitoba-based education research presentations relevant to parent, teacher and learner engagement. The title of the forum is Grassroots Engagement in Manitoba Schools and takes place on Friday, January 30, 2015. Deadline for proposals is November 13, 2014.

Refer Business Arising.

- b) MSBA 2015 Annual Convention, Call for Nominations and Resolutions. This written notice is the **first call** for nominations. A **second call** will be made at the January regional meetings, and the **third and final call** at the morning call to order on Friday, March 20, 2015, at the Annual Convention. The Resolutions and Policy Committee is now inviting member boards to submit resolutions for consideration at the Association's 2015 Annual Convention. Resolutions, along with supporting rationale, should be submitted to the Manitoba School Boards office no later than **Friday, December 12, 2014.**

Refer MSBA Issues.

2.05 Business Arising

- From Previous Delegation

- From Board Agenda

- a) Brochure from Manitoba Education Research Network, October 2014, regarding the MERN Winter Forum 2015, calling for Manitoba-based education research presentations relevant to parent, teacher and learner engagement was discussed. The title of the forum is Grassroots Engagement in Manitoba Schools and takes place on Friday, January 30, 2015. Deadline for proposals is November 13, 2014.

- MSBA issues (last meeting of the month)

- a) Correspondence from Carolyn Duhamel, Executive Director, Manitoba School Boards Association, October 24, 2014, was discussed as there is a tight deadline for nominations. There are now two vacancies on the Manitoba School Boards Association Provincial Executive: Vice-President (Boards with 6000+ students and Director, Region 3. In accordance with association by-law 7.7, a by-election must be held to fill these vacancies.

Trustee Bowslaugh asked Trustee Bartlette if he is interested in this nomination from the Board. Trustee Bartlette respectfully declined.

- b) MSBA 2015 Annual Convention, Call for Nominations and Resolutions was discussed. This written notice is the **first call** for nominations. A **second call** will be made at the January regional meetings, and the **third and final call** at the morning call to order on Friday, March 20, 2015, at the Annual Convention. The Resolutions and Policy Committee is now inviting member boards to submit resolutions for consideration at the Association's 2015 Annual Convention. Resolutions, along with supporting rationale, should be submitted to the Manitoba School Boards office no later than **Friday, December 12, 2014**.

Trustee Ross noted that once the Committees are appointed the meeting will occur before December 15, 2014.

- From Report of Senior Administration

- a) School Reports – NIL
- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report –
 - Discharge/Appoint Board Committees – Refer Motions.
 - Lease Agreement for the George Fitton Daycare Facility – Refer Motions
 - Vincent Massey High School Off-Site Activity Request (Montréal, Québec) – Refer Motions.
 - Vincent Massey High School Off-Site Activity Request (South Dildo, Newfoundland) – Refer Motions

The Secretary-Treasurer spoke to the Daycare Lease, noting that the Brandon Friendship Centre Inc. is taking on the full responsibility of the premises with this agreement. The Secretary-Treasurer answered Trustee questions in regards to Insurance for the daycare building.

2.06 Public Inquiries (max. 15 minutes)**2.07 Motions**

106/2014 Dr. Ross – Mr. Bartlette

That the following Committee and Board representatives set up during the 2013/2014 school year be and are hereby discharged with thanks:

Education
 Facilities/Transportation
 Personnel
 Finance
 Policy Review
 Divisional Futures & Liaison
 Workplace Safety & Health
 Support Personnel Labour Management
 Brandon Community Drug & Alcohol Education Coalition
 School Division/Parent/Guardian Advisory
 Food For Thought
 BNRC
 Joint Job Evaluation Review Committee
 Aboriginal Education Advisory Committee
 Brandon Urban Aboriginal People's Council
 Teacher Liaison
 Friends of Education
 MSBA Resolutions
 Trustee Professional Development
 Joint Division/City Task Force
Carried.

107/2014 Ms. Bambridge - Dr. Ross

That the Committees of the Board, effective November 10, 2014, be and are hereby approved as follows:

Education: S. Bambridge, P. Bartlette, G. Kruck, Alternate - P. Bowslaugh
Facilities/Transportation: S. Bambridge, G. Buri, J. Murray, Alternate - M. Sefton
Personnel: G. Kruck, J. Murray, L. Ross, Alternate - K. Sumner
Divisional Futures & Community Relations: P. Bowslaugh, M. Sefton, K. Sumner, Alternate - G. Buri
Finance: L. Ross, M. Sefton, K. Sumner, Alternate - P. Bartlette
Policy Review: P. Bartlette, P. Bowslaugh, G. Buri, Alternate - S. Bambridge
Carried.

108/2014 Mr. Buri – Dr. Ross

That Ad-Hoc Committees of the Board, effective November 10, 2014 be and are hereby approved as follows:

MSBA Resolutions: L. Ross, M. Sefton
Carried.

- 109/2014 Ms. Bambridge – Mr. Buri
That the appointment of Trustee representatives to the following external committees be approved for the 2014-2015 term:
Brandon Community Drug and Alcohol Education Coalition: P. Bartlette, Alternate - M. Sefton
Food For thought: K. Sumner
Joint Division/City Task Force: P. Bowslaugh, G. Buri, M. Sefton, Alternate - K. Sumner
Brandon Urban Aboriginal People's Council (City): P. Bowslaugh
Carried.
- 110/2014 Mr. Kruck – Mrs. Bowslaugh
The Sub-Committees of the Board, effective November 10, 2014 be and are hereby approved as follows:

Workplace Safety and Health: M. Sefton, Alternate - G. Buri
Teacher Liaison: S. Bambridge, P. Bartlette, P. Bowslaugh
Support Personnel Labour Management: J. Murray, Alternate – L. Ross
Friends of Education: J. Murray, Alternate – P. Bartlette
School Division/Parent/Guardian Advisory: G. Buri, K. Sumner, Alternate – P. Bowslaugh
Job Evaluation Review: S. Bambridge, L. Ross, Alternate – G. Kruck
Aboriginal Education Advisory: P. Bowslaugh, Alternate – S. Bambridge
Carried.
- 111/2014 Mr. Sumner – Mrs. Bowslaugh
That the Daycare Lease Agreement between The Brandon School Division and the Brandon Friendship Centre Inc., Kukum's Early Enrichment Program, for use of the George Fitton Daycare facility for the period of December 1, 2014 to November 30, 2019 at an annual rate of \$1.00 per year plus operating expenses be approved; and the Chairperson and Secretary-Treasurer are hereby authorized to affix their signatures and the seal of the Division thereto.
Carried.
- 112/2014 Mrs. Bowslaugh – Mr. Sumner
That the trip involving twenty two (22) grades 10, 11 and 12 hockey students, from Vincent Massey High School to make a trip to Montréal, Québec from December 4 – December 8, 2014 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Kruck asked questions for clarification regarding fundraising.
Carried.
- 113/2014 Mr. Murray – Mrs. Bowslaugh
That the trip involving forty three (43) grades 9 to 12 students, from Vincent Massey High School to make a trip to South Dildo, Newfoundland from May 14 to 21, 2015 be approved in principle and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.
Carried.

2.08 Bylaws1st Reading

Mr. Bartlette – Dr. Ross

That By-law 5/2014 being a borrowing by-law in the amount of \$4,295,800.00 upon the credit of the Division by the issue and sale of a debenture to meet partial costs for construction of:

School**Project**

Waverly Park School	Two Classroom Addition
Vincent Massey High School	Roof Replacement Areas D and G
Vincent Massey High School	Roof Replacement
Valleyview Centennial	Emergency Roof Replacement
Riverview School	Furnace Replacement Ph II
Neelin High School	Roof Replacement of Area G1
Meadows School	Elevator
Meadows School	Three Classroom & Elevator Access Addition
Harrison School	Roof Replacement of Area A1
George Fitton School	New Gym and Daycare Addition
Crocus Plains Regional Secondary	Science Lab Renovation
Betty Gibson School	Roof Replacement
Betty Gibson School	Boiler Replacement
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium

be now read for the first time.

Carried.

THE BRANDON SCHOOL DIVISION

BYLAW NO. 5/2014

Bylaw of the Board of Trustees of The Brandon School Division for the purpose of borrowing the sum of \$4,295,800.00 and issuing debentures therefor.

WHEREAS it is deemed necessary and expedient to raise by loan the sum of \$4,295,800.00 upon the credit of the Division by the issue and sale of debentures to meet partial costs for construction of the following:

Waverly Park School	Two Classroom Addition
Vincent Massey High School	Roof Replacement Areas D and G
Vincent Massey High School	Roof Replacement
Valleyview Centennial	Emergency Roof Replacement
Riverview School	Furnace Replacement Ph II
Neelin High School	Roof Replacement of Area G1
Meadows School	Elevator
Meadows School	Three Classroom & Elevator Access Addition
Harrison School	Roof Replacement of Area A1
George Fitton School	New Gym and Daycare Addition
Crocus Plains Regional Secondary	Science Lab Renovation
Betty Gibson School	Roof Replacement
Betty Gibson School	Boiler Replacement
George Fitton School	K3 Two Classroom Renovation of Existing Gymnasium

NOW THEREFORE, pursuant to the provisions of The Public Schools Act, the Board of Trustees of The Brandon School Division, duly assembled, enacts as follows:

- 1) That it shall be lawful for the said School Trustees to borrow the sum of \$4,295,800.00 by the issue and sale of debentures of the said School Division as set out below.
- 2) That the said debentures shall be issued at Brandon, Manitoba and shall be dated the 15th day of December, 2014 and shall be payable to the Registered Holder at the Office of the Minister of Finance, Winnipeg, Manitoba as follows: the debenture shall be so issued that the amount thereby borrowed shall be repayable in twenty (20) equalized consecutive annual installments of \$309,134.78 each, including principal and interest at the rate of 3.7500 per cent per annum, payable annually on the 15th day of December as per Schedule "A" attached.
- 3) That the first installment shall be payable on the 15th day of December, 2015.
- 4) That each debenture shall be signed by the Chairperson of the Board and the Secretary-Treasurer of the said School Division and the coupons, if any, attached thereto, shall be signed by the Secretary-Treasurer, whose signature may be lithographed thereon.

5) That provisions shall be made for the payment of the said debentures, and such provision shall form part of, and be included in, the annual statements of monies required for the purpose of the School Division.

GIVEN FIRST READING by the said Board of Trustees of The Brandon School Division assembled at Brandon, in the Province of Manitoba, this _____ day of _____ A.D., 2014.

SECOND READING: _____

THIRD READING: _____

Chairperson

Secretary-Treasurer

CERTIFIED a true copy of Bylaw
No. 5/2014 of The Brandon School Division
given first reading on the _____ day of
_____ A.D. 2014.

Secretary-Treasurer

2.09 Giving of Notice

Trustee Kruck gave notice that he will be introducing the first reading of an amendment to the procedure by-law at the November 24, 2014 meeting of the Board.

2.10 Trustee Inquiries

Trustee Bowslaugh gave a report on the Remembrance Day Services and activities at Vincent Massey High School and École Harrison.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Secretary-Treasurer Denis Labossiere, highlighted the following items from the Report of Senior Administration:

- Manitoba Schools Insurance Program rebate
- Stolen Technology Equipment

Trustees asked questions for clarification and requested regular updates on the matter of the stolen technology. Senior Administration will update the Board before Christmas and subsequent to that, as more information is available.

Superintendent/CEO Dr. Michaels, highlighted some key parts of the Annual Education Results Report that was distributed, and the following items from the Report of Senior Administration:

- Welcome to Kindergarten Orientation Summary and Outlook: Brandon School Division 2013-2014 Welcome to Kindergarten Orientations.

- Academic Preparedness Report – Mathew Gustafson, Principal, Crocus Plains Regional Secondary School.

Trustees asked questions for clarification, particularly on the graph Mr. Gustafson provided in his report. Dr. Michaels will follow-up with Mr. Gustafson for clarification on what his graph represents.

- Global Citizenship at Kirkcaldy Heights School.
- Health and Wellbeing at St. Augustine School.
- Principal Leadership Preparation Program
- Administrative and Statistical Information
- Brandon Community Drug and Alcohol Coalition Meeting

Trustee Bartlette asked questions for clarification regarding AFM and Upper Deck.

Mr. Murray – Mr. Sumner

That the November 10, 2014 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Correspondence from Janis Arnold, Board Development Consultant, Manitoba School Boards Association, October 29, 2014, advising that through the winter and spring 2015, the Manitoba School Boards Association, in collaboration with MASS, MASBO and the Aboriginal Education Directorate will be offering a three day ***Aboriginal Education Leadership Institute*** for divisional teams of senior decisions-makers – trustees, superintendents, and secretary-treasurers. The purpose of the institute is to enhance our collective understanding of Aboriginal history and culture in our province and in our country and to explore opportunities for collaborative action to integrate aboriginal perspectives into Manitoba K-12 schools. The institute will be held over three Fridays from January to April with a different theme for each day. Registration deadline is December 12, 2014. Email jarnold@mbschoolboards.ca with any questions.

Receive and file.

3.03 Announcements

- a) Education Committee Meeting – 2:00 p.m., Wednesday, November 12, 2014, Boardroom
- b) Finance Committee Meeting – 12:00 p.m., Thursday, November 13, 2014, Boardroom
- c) Personnel Committee Meeting – 10:00 a.m., Thursday, November 20, 2014, Boardroom
- d) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, November 24, 2014, Boardroom.

Mr. Buri – Dr. Ross

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
- Trustee Inquiries

4.02 Personnel Matters

- Reports
 - a) Confidential #1 – Personnel Report was presented.
 - b) The Secretary-Treasurer informed the Board in regards to a Personnel matter.
- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports
 - a) The Chairperson provided information on a meeting he attended.
- Trustee Inquiries

4.04 Board Operations

- Reports
- Trustee Inquiries
 - a) Trustee Kruck asked questions in regards to an Operations matter.

Mr. Kruck – Mrs. Bowslaugh
That the Committee of the Whole In Camera do now resolve into Board.
Carried.

5.00 ADJOURNMENT

Mr. Sumner – Mr. Buri
That the meeting does now adjourn (9:28 p.m.)

Carried.



BRANDON SCHOOL DIVISION

Finance Committee Minutes

Thursday, November 13, 2014, 12:00 p.m.
Boardroom, Administration Office

Present: M. Sefton, P. Bartlette, L. Ross (departed meeting 1:35 p.m.), K. Sumner, Dr. D. Michaels (entered 12:15 p.m.), D. Labossiere, E. Jamora.

Guest: K. Boklaschuk

1. CALL TO ORDER:

The Finance Committee Meeting was called to order at 12:05 p.m. by Trustee Kevan Sumner.

2. ELECTION OF CHAIR/CONFIRM REGULAR MEETING DATES/REVIEW COMMITTEE RESPONSIBILITIES:

It was agreed that Mr. Kevan Sumner would serve as Committee Chairperson for 2014-2015. It was further agreed that the Finance Committee meetings would be held on the third Thursday of each month from 10:30 a.m. to 12:00 p.m. as follows:

Thursday, December 18, 2014	10:30 a.m.
Thursday, January 15, 2014	10:30 a.m.
Thursday, February 19, 2014	10:30 a.m.
Thursday, March 19, 2014	10:30 a.m.
Thursday, April 16, 2014	10:30 a.m.
Thursday, May 21, 2014	10:30 a.m.
Thursday, June 18, 2014	10:30 a.m.

The Committee reviewed their responsibilities as noted on the agenda.

3. APPROVAL OF AGENDA

K. Sumner requested that one item be added to the agenda.

The Finance Committee Agenda was approved as amended.

4. REVIEW OF COMMITTEE MINUTES

The Minutes of the Committee meeting held October 14, 2014 were received as information.

5. COMMITTEE GOVERNANCE GOAL ITEMS

A) 2015-2016 Budget Process

- The Secretary-Treasurer reviewed the budget schedule, dates are dependent on the funding announcement.

- The Secretary-Treasurer presented a report on factors which will impact the upcoming budget and noted that these factors were previously discussed with Trustees at the Trustee Professional Development Seminar.
- Establish questions for Stakeholder meetings. The Committee discussed the purpose and the format of the questions to Stakeholders. The questions should be based in the areas of academic preparedness, global citizenship, health and wellbeing, as there are 7 broad areas on our Strategic Plan. Kelli Boklaschuk, Communications and Technology Specialist, will draft the questions and forward to the Committee members for review. It is important to send questions to Stakeholders prior to the scheduled meeting.
- The following are the Stakeholder meeting dates:
 - School Principals – Monday, November 24, 2014 – 4:00 p.m.
 - Employee Groups – Wednesday, December 3, 2014 – 4:30 p.m.
 - Chamber of Commerce – Monday, December 8, 12:00 p.m.
 - School Div/Parent/Guardian Advisory – Tuesday, December 9, 7:00 p.m.
- Trustee Request Form for the 2015-2016 Budget – requests are due by Noon – Friday, December 12, 2014. The Secretary-Treasurer indicated the form would be emailed to Trustees by Friday, November 14, 2014.
- Committee discussed the Public Budget Consultation Survey questions and the tight timelines with analyzing the survey results. Kelli Boklaschuk will draft a form for feedback from the public.
- In-Camera discussion: The Committee discussed salary provisions to be used for the 2015-2016 Preliminary Budget and provided direction to Senior Administration.
- Trustee Sumner asked questions in regards to the Health Care Aide Program at Crocus Plains. The Secretary-Treasurer indicated that he and the Associate Superintendent, Greg Malazdrewicz, met with representatives from ACC in October to discuss a MOU (Memorandum of Understanding) in regards to the Health Care Aide Program. A MOU will be presented to the Board of Trustees in the near future.
- Trustee Sumner discussed the sustainability of the budget and look at a four year plan instead of an annual cycle. He will discuss this when the Board meets in January to set Board goals.

6. OTHER COMMITTEE GOVERNANCE GOAL ITEMS

A) Confirm Payments of Account (October)

- The payments of account for the month of October were accepted as circulated.

B) Review Monthly Reports (September)

- The reports for the month of September were accepted as circulated.

7. OPERATIONS INFORMATION

NIL

8. UPCOMING MEETINGS

Finance Committee and School Principals Meeting – Monday, November 24, 2014, 4:00 p.m.

Finance Committee and Employee Groups Meeting – Wednesday, December 3, 2014, 4:30 p.m.

Finance Committee and Chamber of Commerce – Monday, December 8, 12:00 p.m.

Finance Committee and School Division/Parent/Guardian Advisory – Tuesday, December 9, 7:00 p.m.

NEXT REGULAR MEETING: Thursday, December 18, 10:30 a.m., Boardroom.

The meeting adjourned at 1:50 p.m.

Respectfully submitted,

K. Sumner (Chairperson)

L. Ross

M. Sefton

P. Bartlette (Alternate)



BRANDON SCHOOL DIVISION

Education Committee Minutes

Wednesday, November 12, 2014 2:00 p.m.

Board Room, Administration Office

Present: P. Bartlette (Chairperson), S. Bambridge, G. Kruck, P. Bowslaugh (alternate) Dr. D. Michaels, Superintendent

1. CALL TO ORDER:

The Education Committee Meeting was called to order at 2:08 p.m. by Trustee, Peter Bartlette.

2. ELECTION OF CHAIR/CONFIRM REGULAR MEETING DATES/REVIEW COMMITTEE RESPONSIBILITIES.

It was agreed that Mr. Peter Bartlette would serve as Committee Chairperson for 2014-2015. Trustee Bowslaugh asked a question for clarification regarding her position as alternate.

It was further agreed that the Education Committee meetings would be held, with one exception, on the 2nd Wednesday of each month from 1:30 p.m. to 3:00 p.m. as follows:

Tuesday, December 3, 2014	2:00 p.m.
Wednesday, January 14, 2014	1:30 p.m.
Wednesday, February 11, 2014	1:30 p.m.
Wednesday, March 11, 2014	1:30 p.m.
Wednesday, April 8, 2014	1:30 p.m.
Wednesday, May 13, 2014	1:30 p.m.
Wednesday, June 10, 2014	1:30 p.m.
Wednesday, July 8, 2014	1:30 p.m.
Wednesday, August 12, 2014	1:30 p.m.

The Committee reviewed their responsibilities as noted on the agenda

3. APPROVAL OF AGENDA

Trustee Bowslaugh asked for five items to be added to the agenda.

The agenda was approved as amended.

Trustee Kruck requested that the following items be added to the agenda for future meetings and left on the agenda:

- 1) Situation in Saskatoon, Exercise in classrooms re: highly disruptive kids (Ralph Clark to provide report)
- 2) Aboriginal, low income scores
- 3) Bullying

4. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Committee minutes from March 3, 2014, were received as information.

5. COMMITTEE GOVERNANCE GOAL ITEMS

6. PROFESSIONAL LEARNING SUPPORT SERVICES PRESENTATION – Linda Jameson

Linda Jameson, Professional Development Specialist, spoke on the Process of RTI (Response to Intervention). This is teaching in a different framework as we are at a change as far as what students need, although most teachings are still the same as they were years ago. Professional learning communities are being established which allows teachers to meet and make goals based on strategic outcomes. RTI is a framework that allows teachers to bring their ideas together. It is not about teaching students, but about the students learning. RTI does not allow the students to fail, it gives students options and gets them excited about learning. The teacher's mindset must be to teach ALL kids in the school. Preventative teaching: Identify where students are at and no wait for failure. UDL (Universal Design for Learning) allows all children to have the same experience. Takes outcomes of different subjects to see if they can be put together, with the end in mind – this is a way to connect.

Linda will return and provide examples of success including: Classes, Schools, Grade Levels.

Nancy Hamilton is planning a Principal PD in December to share information. Trustees would like to see the results of this and the progress.

7. OTHER COMMITTEE GOVERNANCE MATTERS

8. BRIEFINGS ON DEVELOPMENTS IN EDUCATION

Superintendent, Dr. Michaels, distributed copies of the Strategic Plan Document. There will be development of Best Practices for Numeracy then Literacy. What in the Strategic Plan, or other area in our operation, do Committee Trustees want to be briefed on?

Trustee Bambridge requested an update on EAL.

Trustee Kruck would like to know more about the multi-age classes.

Trustee Bartlette asked why there are no supports for those students who are not part of classes?

- Special needs classrooms
- Split classes
- How prepared are teachers with multi-age groups

9. OPERATIONS INFORMATION

10. NEXT REGULAR MEETING: Wednesday, December 3, 2014, 2:00 p.m., Boardroom.

The meeting adjourned at 3:20 p.m.

Respectfully submitted,

P. Bartlette, Chair

G. Kruck

S. Bambridge

P. Bowslaugh (Alternate)



ÉCOLE HARRISON SCHOOL REPORT November 24, 2014

School Demographic Profile

- Established in September 2010, École Harrison is a Single-Track French Immersion school of 340 students and 24 staff members. It is the first school of its kind in Brandon. At École Harrison, students learn primarily in French, but also learn English during English Language Arts. All school interactions between students and staff, such as assemblies, announcements, extra-curricular and co-curricular activities, and hallway conversations take place in French. This provides students with authentic, real-life experiences using the French language. All communication with parents (notes, letters, report cards, etc.) is conducted in English.
- We believe strongly in the value of the arts and cultural programming to support the development of second language learning across the school and in our classrooms, and this programming has enhanced our school culture greatly. We have had and will continue to provide rich cultural opportunities for our students including our annual school-wide Réveillon (with delicious tourtière!), a Guignolée (singalong), Festival du Voyageur for students in grades four and six, Artists in the School in a variety of different media, and many more.
- We have a rich music and choral program within our school. Our grade one and two students can participate in a choral group called Nouvelles Voix (New Voices), our grade three to six Chorale has more than 100 singers this year, and we have a vibrant Glee Club that sings vocal jazz at the grade seven and eight level.
- We have a tremendously supportive parent population. They meet monthly to discuss the learning that happens within the school and to determine how parents can support the students and staff of the school. They have provided us with exceptional feedback to how we meet our goals and how we can improve our processes to continue to serve the students well.
- We are very proud of our unique French Immersion environment and its development over the past four years. We have changed the aesthetic and functionality greatly from a building that was originally constructed as a high school to a true K to 8 learning environment where our students learn in both official languages with a high degree of proficiency. Our educational partners (students, staff, parents, and the Brandon School Division) have been exceptional in supporting French Immersion learning. Come visit us any time!

Student Achievement – supported by our School Development Plan and specific school programming.

Mission Statement: At École Harrison, our commitment is to be a unique community of respectful, responsible and bilingual learners.

Vision Statement: We envision École Harrison as an evolving and relevant school that nurtures proud, independent, bilingual citizens who are immersed in French culture, and that promotes academic, social and physical excellence.

Beliefs / Croyances:

We believe...

- in learning and speaking French.
- students benefit from learning an additional language.
- our school community must maintain high expectations of behaviour and learning.
- in meeting individual learning styles and needs.
- in preparing our students for the challenges of a changing world.
- in fostering a safe, nurturing and caring environment.

The École Harrison School Development Plan for 2014-2017 allows us to respond to the unique needs and strengths of our students and to the school community we serve. This plan is also in response to the development of our school's mission and vision statements and to the monitoring of student achievement and student voice data results. It was important for us to have all of our school-based and provincial data reflected in a one-page summary so we have utilized a format used by Marnie Wilson to show this in a readable way for our stakeholders and for us to plan as a school.

Please refer to the École Harrison Strategic Plan Monitoring Chart for a summary of these results on a school-wide level.

We have also included a copy of our School Development Goals so that you can understand the direction we are taking in response to these results.

How to Interpret the 2014-2017 Strategic Plan Monitoring Chart

We receive multiples sources of student achievement and perceptual data throughout the course of the school year. While we keep very detailed records of each individual source, we felt that it was important to express our overall achievement as a school on one chart that indicates our performance as a school in a very readable way.

Each focus area contains different relevant school-based information.

The Literacy Focus Area contains an average benchmark result for grades 3, 5, 7 and 9 in Reading Comprehension, Ideas, Organization, Language Use (Word Choice), and Conventions from 2013-2014.

The School-based Literacy Focus Area contains the four-year average of Grade 4 provincial reading assessments, as well as the percentage of students at or above grade level expectations in reading in English (Fountas and Pinnell) and French (GB+).

The Numeracy Focus Area contains an average benchmark result for grades 3, 5, 7 and 9 in Patterns, Equality, Representing Numbers and Mental Math for 2013-2014.

The Digital Citizenship benchmark measures have not been identified as of yet by BSD.

The Personal Growth Focus Area contains average benchmark results for grades four to eight on the Tell Them From Me survey in the following areas from 2013-2014: Positive sense of belonging, Positive relationships, Value outcomes, Plans to finish school and Interest/Motivation.

The Ethical Citizenship Focus Area contains data from the Youth Health Survey but we have not yet received this information for our school.

The Emotional Health Focus Area contains average benchmark results for grades four to eight on the Tell Them From Me survey in the following areas from 2013-2014: No/Low Anxiety and No/Low Depression.

The Physical Health Focus Area contains average benchmark results from the Youth Health Survey (not yet available) and the Tell Them From Me survey from 2013-2014.

**Brandon School Division
School Development Plan
2014 to 2015**

**School: École Harrison
Principal: Craig Laluk**

Goal Statement: To improve literacy achievement in French Language Arts (French reading and Oral Language)

Benchmark for Current Starting Point	Benchmark for Expected Results (Outcome)	Measures to Determine Degree of Benchmark Results	Actions Required to Achieve Expected Results	Specific Timelines	Roles and Responsibilities
<p>What results do we have now? 80% of our students are meeting or exceeding grade level expectations at the Grade Four provincial French reading assessment. This is a four-year average of results. 69% of our students from the 2013-2014 school year are at or above grade level expectations in the French GB+ reading assessment that is conducted for grade two to eight students at our school.</p>	<p>What results do we want? We seek to increase the number of students at or above level in French reading, as assessed by the GB+ French reading assessment, to 80% meeting (or above) by June 2017. June 2015 – 72% June 2016 – 76% June 2017 – 80%</p>	<p>How will we know? GB+ French reading assessments are conducted at least two times a year; three times if the students are not meeting grade level expectations.</p>	<p>What do we need to know? Monitor results at the month of November and March using our GB+ reporting system to Mme Cox, our resource teacher. Identify specific resources that are required to bolster results at identified grade levels (grade 3 and 5 have been targeted based on June 2014 results). Educational Assistants will be working with students to further what is happening in Literacy Support and classroom based interventions in reading. (Training to be provided through Cory Nevill, Kim Schutte)</p>	<p>When will we do it? November 2014 March 2015 (if required) May/June 2015 November 2014 October 2014-June 2015</p>	<p>Who will do what? School-based literacy team (Craig Laluk, Laura Cox, Kim Schutte, Mona Hammond) and grade level teachers. Meet during Prep times. School-based literacy team and grade level teachers. Cory Nevill, Kim Schutte, perhaps Donna Wilson Eva Eberts, School-based representatives from each FI school. Representative teachers from Grades 1, 3, 5 and 7.</p>

Benchmark for Current Starting Point	Benchmark for Expected Results (Outcome)	Measures to Determine Degree of Benchmark Results	Actions Required to Achieve Expected Results	Specific Timelines	Roles and Responsibilities
<p>What results do we have now?</p>	<p>What results do we want?</p>	<p>How will we know?</p>	<p>What do we need to know?</p> <p>French.</p> <ul style="list-style-type: none"> • Anglicismes • Expressions idiomatiques • J'ai a, je suis fini, chercher un bois de l'eau <p>These specific structures would be assigned to a K to 8 continuum.</p> <p>A small committee representing K-8 (Gr. 1, 3, 5, 7) would develop this continuum through release time.</p> <p>Instruction of explicit strategies at each grade level based on that level's required structures (ie. Students should be learning appropriate sentence structure). Grade level teachers will identify the instructional strategy used at their level.</p>	<p>When will we do it?</p> <p>Throughout 2014-2015 school year.</p> <p>Beginning November 2014</p> <p>Throughout 2014-2015 school year.</p>	<p>Who will do what?</p> <p>School-based committee as mentioned above</p> <p>School-based committee</p> <p>ALL classroom teachers as per the development of the K to 8 continuum.</p>

School Development Plan
2014 to 2015

Goal Statement: To increase the level of student interest and motivation in learning at and beyond École Harrison.

Benchmark for Current Starting Point	Benchmark for Expected Results (Outcome)	Measures to Determine Degree of Benchmark Results	Actions Required to Achieve Expected Results	Specific Timelines	Roles and Responsibilities
<p>What results do we have now? An average of 60% of our students report being interested and motivated in their learning (48% in grade seven and eight, 71% in grades four to six). The Canadian norm for these levels is 37% for grade seven and eight, 71% for grades four to six (An average of 54%)</p>	<p>What results do we want? While we are above the Canadian norm for a comparable school, we seek to increase the number of students reporting being interested and motivated in their learning to 75% by June of 2017. June 2015 – 65% June 2016- 70% June 2017 – 75%</p>	<p>How will we know? We currently conduct the Tell Them From Me survey with our grade four to eight students in the fall. We would like to conduct a second survey to monitor results more regularly in the spring. Secondary follow-up survey. Using the same language as TTFM, but using only the questions geared toward interest and motivation. Kids would be fully immersed of all the wonderful activities we offer. Section H of Educational Best Practices Self-Assessment tool Social Media Project Proposal x2 Media Club & Minecraft.edu</p>	<p>What do we need to know? When planning three Enrichment Cluster half days, students could be actively involved in the planning (issuing invitations to guests, coordinating with the cluster leaders to prepare materials at the school site, clean up, thank you notes) Student involvement in some of the prep for the regular Day 6 grade 7&8 clusters. Media Club- Student generated media. Using divisional tool kit Radio Scolaire (Envol 91.1FM), La revue (La Fierite) Twitter (@clubmediaharrison) Website stories- bsd.ca Freeze Frame Minecraft Server. Using Minecraft.edu students participate in connected learning opportunity Students could take an active role in helping to plan our bigger school activities (FdV, réveilion, Mardi Gras, etc.) This would have to be done in consultation with, and with the approval of the Cultural</p>	<p>When will we do it? Tell Them From Me – October or November 2014, Secondary survey April 2015 School-Wide Enrichment clusters (Half Days), Jan 16, May 1, June 5 2015 Day 6 Grade 7-8 Enrichment clusters/HALEP Units Dec 2014-June 2015 Radio Scolaire (Oct 2014) Media Club: Beginning in December 2014. Cultural Events (Mardi-Gras, Festival du Voyageur) Y-Revolution initiatives: Character/virtues/pay-it-forward Nov 2014-June 2015</p>	<p>Who will do what? Glen Simard-HALEP teacher See appendix A Marnie Wilson-BSD Support for secondary survey and TTFM Teacher Specialists for Enrichment Clusters (Day 6 and School-Wide) eg. Yoga, Art, interests Kelli Boklaschuk- BSD Support for Social Media Projects Caroline Mullins- Updating website stories (media club) Mark Leboutillier- Tech Support for Minecraft.edu School Cultural Committee Angela McGuire-Holder- Support for Y-Revolution - Mary-Louise Davis - Jane McCannell</p>

Benchmark for Current Starting Point	Benchmark for Expected Results (Outcome)	Measures to Determine Degree of Benchmark Results	Actions Required to Achieve Expected Results	Specific Timelines	Roles and Responsibilities
<p>What results do we have now?</p>	<p>What results do we want?</p>	<p>How will we know?</p>	<p>What do we need to know? committee. Y-Revolution involvement in the promotion of the BIF french-speaking system, character/virtues education and House system</p>	<p>When will we do it?</p>	<p>Who will do what?</p>

Thank you to all of our Board of Trustees and Senior Administration for their continued support of French Immersion programming in Brandon School Division. With four divisional schools offering this quality programming, we can anticipate great things for our students and greater opportunities for the future.

I welcome all of our Brandon School Division Board of Trustees to please come and see École Harrison for yourselves. We are very proud of our students' learning from Kindergarten to Grade Eight and of the direction that we have set for the future. It is an exciting time for our school community of students, staff and parents at École Harrison!

Craig Laluk
Principal



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

November 24, 2014

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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

1. FROM SCHOOLS

École Harrison

École O’Kelly School

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 (20) grades 10, 11 and 12 hockey students, from Crocus Plains Regional Secondary School to make a trip to Dallas, Texas from January 15 – January 20, 2015.

Mr. Mathew Gustafson, Principal, Crocus Plains Regional Secondary School; Mr. Greg Malazdrewicz, Associate Superintendent; and Dr. Donna 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 (20) grades 10, 11 and 12 hockey students, from Crocus Plains Regional Secondary School to make a trip to Dallas, Texas from January 15 – January 20, 2015 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

V. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES

1. INQUIRY FROM TRUSTEE SEFTON – KINDERGARTEN REGISTRATION AT ÉCOLE HARRISON

For Information..... Dr. Michaels

At the September 8, 2014 Board Meeting Trustee Sefton inquired as to the plan for kindergarten registration at École Harrison in January.

Parents, staff, and administration have considered the matter of kindergarten registration. They understand the concerns of having people line up very early in the cold morning. Notwithstanding these concerns they would like to keep their registration plans in place and provide warm space for parents who come early, together with hot refreshments. The consensus was that this process is fairer than a lottery process.

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

1. BUS/VEHICLE ACCIDENT

For Information.....D. Labossiere

Correspondence has been received from the Supervisor of Facilities advising of an accident on Monday, November 3, 2014, involving two Brandon School Division Maintenance vehicles in the Maintenance yard. The driver of Maintenance vehicle #7 backed into the side of Maintenance vehicle #4, denting the quarter panel on the driver's side of Maintenance vehicle #4, there was no damage to Maintenance vehicle #7. The accident is being reported to Manitoba Public Insurance. This is provided as information.

2. ÉCOLE SECONDAIRE NEELIN HIGH SCHOOL – FOOTBALL FIELD PRESS BOX FIRE

For Information.....D. Labossiere

I have received information from Mr. Adamski, School Principal, that on Wednesday, November 5, 2014 a fire took place in the football field press box, outside school hours. The fire likely occurred sometime during the evening of Tuesday, November 4, 2014. Entry to the building was gained by prying off some of the exterior siding on the canteen window opening. The fire was started on the second floor of the building and burned approximately four (4) floor joists and the plywood decking in an area covering approximately 20 square feet. Some electrical wiring was damaged as well. The estimated damage to the structure is approximately \$2,000. The incident was reported to the Brandon City Police and their file number is #20141404389. This is provided as information.

III. SUPERINTENDENT OF SCHOOLS

1. *SCHOOL VISITS (NOVEMBER 3 – NOVEMBER 14, 2014)*

For Information..... D. Michaels

- November 10, 2014 – No Stone Left Alone – Remembrance Day Ceremony for École Harrison (event occurred at Brandon Cemetery Cenotaph)

- November 14, 2014 – School Update Meeting – Rick Stallard, Principal, Earl Oxford School

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

For Information..... D. Michaels

A. ACADEMIC PREPAREDNESS

PARENT READING INFORMATION NIGHT

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

Alexander School hosted their first parent information night as the beginning step in creating successful school-family-community partnerships. Our first session took place on October 9, 2014 with a focus on reading strategies and different ways parents can read with their children at home. Cory Nevill, Literacy Specialist with Brandon School Division, presented a variety of reading strategies and activities parents could use with their children while reading at home. The goal of the presentation was to help parents interact with their children and create a successful learning environment while reading at home. By promoting parent involvement with this specific outcome, positive student learning and achievement should take place. Parents had an opportunity to ask questions and share ideas with each other at the end of Cory’s presentation. There were twenty families that attended the information night.

To help make reading more enjoyable for everyone, each family received new books of their choice and interest. The books were to help promote reading at home. Each family also received pamphlets of information about reading from Cory to assist them in making home reading more enjoyable for everyone. As parents came into the session, they entered their name into a draw to receive gift certificates for Cole’s book store. We raffled three gift certificates to help parents purchase books for their family. Parents commented that they really enjoyed the evening and would like to do another session with Cory. It was a great night of food, fun, and excitement.

ACADEMIC PREPAREDNESS AT EARL OXFORD SCHOOL

Report prepared by Mr. Rick Stallard, Principal, Earl Oxford School

Several learning opportunities are taking place at Earl Oxford School this year. Reflected below are the foundations behind our Academic Preparedness and highlights of the work being implemented at Earl Oxford School for 2014 through to 2017:

- All teachers will focus on the writing traits in terms of conventions and sentence fluency, as indicated by previous year data to areas needing attention. This directly reflects student achievement results and progress within the writing process;
- Fountas and Pinnell diagnostic assessments performed in fall and spring of current school year; and

- implementation of Words Their Way.

These programs are supported through the assistance and support of resources such as:

- Response to Intervention (RTI) Model – Inclusive of specialized groupings, involved resource assistance, team meetings on a regular basis, cross grade dialogue and meetings between staff members to focus on results and outcomes; and
- administrative, resource, and clinical school teams.

Supplemented by:

- Brandon University student partnerships once a week when future educational teachers are not student teaching; and
- bi-monthly Literacy planning meetings with staff to reflect on updated and ongoing data, feedback, and research.

The above endeavors continue to be supported by, and revolve around the professional development work of:

Universal Design for Learning (UDL)

Building a framework in schools and classrooms for achieving inclusive education. Concepts that revolve around the mindset that “inclusive communities” can be created in classroom facilitating and the encouragement of peer to peer interactions.

UDL is a blueprint for creating instructional goals, methods, materials, and assessments that work for everyone – not a single, one-size-fits-all solution but rather flexible approaches that can be customized and adjusted for individual needs.

Jennifer Katz – PHD (Teaching to Diversity)

Dr. Katz received her PhD in 2008 from the University of British Columbia in inclusive education. She is the author of *Teaching to Diversity: The Three Block Model of Universal Design for Learning*, and *Resource Teachers: A Changing Role in the Three-Block Model of UDL*. Dr. Katz taught in diverse classrooms from Kindergarten to grade 12 in Winnipeg and Vancouver for sixteen years, including both special education classrooms and inclusive classrooms, in addition to working as a resource teacher, guidance counsellor, and consultant. Her work as an advocate of inclusive education has spanned several provinces and territories, and multiple audiences, including university courses, academic conferences, parent advocacy groups, educational conferences, and school and division based professional development workshops.

B. GLOBAL CITIZENSHIP

GLOBAL CITIZENSHIP AT LINDEN LANES SCHOOL

Report prepared by Ms. Kathy Brigden, Principal, Linden Lanes School

One of the goals in the Linden Lanes School Plan is to continue to foster the awareness and skills of Global Citizenship in all of our students. The Linden Lanes Behaviour Matrix outlines *Respectful, Responsible and Safe* expectations for behaviour in all school settings as well as our community. Students are encouraged, through various initiatives to think about ways they can contribute to their classroom, their school, their community, and globally.

These initiatives include:

- Citizenship Ceremony - Linden Lanes hosted the Citizenship Ceremony in October where one hundred new Canadians were welcomed. Students learned about citizenship, provided art work, and volunteered at the event.
- Student Leadership Team – The Student Leadership Team plans many events throughout the year. One of the most significant is to plan Jeans and Hat Day where all the money raised is donated to a different charity each month. The students are involved in this decision making process thereby increasing their awareness of the need in our local community and beyond.
- Y-Revolution – We have over ninety (90) students on our Y-Revolution team from grades 5 to 8. This demonstrates the willingness on the part of students to be involved in the Y-Revolution goal of “Paying it Forward”. Twenty eight (28) students attended We Day in Winnipeg. One grade 6 Y-Revolution classroom placed first in the Waste Reduction Challenge. Another grade 5/6 Y-Revolution classroom will travel to Winnipeg as part of the Human Rights Day Project. Other Y-Revolution students are planning to collect items for Christmas Cheer.
- A group of grade 6 students have collected over five hundred (500) stuffed animals to be donated to local charities.
- Classrooms are involved in cross-grade buddy activities, enrichment clusters, book clubs, and curriculum programming that fosters a respect for cultural diversity, a sense of community and global awareness.

C. HEALTH AND WELLBEING

HEALTH AND WELLBEING AT SPRING VALLEY COLONY SCHOOL

Report prepared by Ms. Jaclyn Hutchinson, Teacher, Spring Valley Colony School

At Spring Valley Colony School, it is expected that in the course of operations, misunderstandings and concerns will occur at some point. It is our schools goal that these misunderstandings and concerns be addressed and handled in an appropriate manner.

It is important that we take culture into consideration when approaching various subjects that deal with bullying, and alter our plans to fit the needs of our school and those of the Hutterite culture as well.

This year at Spring Valley Colony School, we are focusing on identifying different types of bullying, how to spot bullying, how to prevent bullying and how to be a part of the solution. This is being done through class discussions, role plays, teamwork building activities as well as character education building. We will be a focus on bullying on our lessons during National Bullying Awareness Week, where the students will participate by creating posters to display at school, as well, parent packages will be sent home, discussing their role, as well as “How to” conversations to have with their children at all ages .

With the addition of seven kindergartens to our enrollment this year, we have spent time going over, practicing and discussing the importance of school rules. This allows for our older students to demonstrate acceptable behavior in school and become positive role models for the younger students.

Also, this year, we will be taking part in the Respect Education/Red Cross National Day of Pink and will be doing monthly activities leading up to the national day in April.

Student Achievements:

Of the seven Kindergarten students this year, all are meeting and/or exceeding in all areas in math for this reporting period. Five of the seven students are approaching and/or meeting in Personal Social Development this reporting period.

Grade 2 are reading text levels seventeen to nineteen (based on Reading Recovery text levels) and are building on their comprehension skills.

Grade 3 is meeting in all areas of the Provincial Math Assessment.

Grade 5 to 6 are effectively using the writing process with a Fables unit in English Language Arts.

Grade 4 to 8 have completed units in social studies and science thus far and demonstrated a firm understanding of the concepts covered.

3. ADMINISTRATIVE AND STATISTICAL INFORMATION

SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>NO./DAYS</u>	<u>REASON</u>
Crocus Plains	13 total	2 – 5 day	Drug and Alcohol Policy
		1 – 5 day	Cyberbullying
		5 – 5 day	Unacceptable Behaviour
		1 – 20 day	Weapons
		1 – 20 day	Drug and Alcohol Policy

		1 – 20 day 2 – 30 day	Unacceptable Behaviour Unacceptable Behaviour
Neelin	2 total	2 – 5 day	Unacceptable Behaviour
Vincent Massey	3 total	2 – 5 day 1 – 20 day	Unacceptable Behaviour Drug and Alcohol Policy

ENGLISH AS AN ADDITIONAL LANGUAGE (EAL) ENROLMENT UPDATE – OCTOBER 31, 2014

The Brandon School Division Currently has 1408 English as an Additional Language (EAL) Students.

- 13 new registrations were received from October 1 - 31, 2014;
- 6 students left the Brandon School Division from October 1 - 31, 2014.

The number of new EAL registrations received to date for the 2013/2014 school year is as follows:

Month of Registration	Number of New EAL Registrations Received
September 2014	135
October 2014	13
Total	148

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

	Current Total	Students who have left the Division 2014/2015	Students who have left the Division 2013/2014	EAL Discontinued (Stage 5+) 2014/2015	EAL Discontinued (Stage 5+) 2013/2014
Alexander	0	1			
Betty Gibson	137	5	20		
Crocus Plains	231	14	27		
Earl Oxford	55	6	4		
George Fitton	101	5	4		
Green Acres	23	1	1		
Harrison	0				
J.R. Reid	29	2			
King George	105	4	6		
Kirkcaldy Heights	30	2			
Linden Lanes	24		2		
Meadows	92	9	15		
Neelin	34	2	5		
New Era	104	4	20		
O'Kelly	32	1	5		
Riverheights	88	1	6		
Riverview	43		6		

	Current Total	Students who have left the Division 2014/2015	Students who have left the Division 2013/2014	EAL Discontinued (Stage 5+) 2014/2015	EAL Discontinued (Stage 5+) 2013/2014
Spring Valley	31				
St. Augustine	51		6		
Valleyview Centennial	13				
Vincent Massey	138	6	10		36
Waverly Park	47		2		
Total	1408	63	139		36

The number of students who left Brandon School Division from October 1 - 31, 2014 is six (6). Of these students:

- three (3) moved out of the Division;
- one (1) moved out of the Province;
- one (1) moved back to their home country; and
- one (1) did not have an exit path identified.

Fifteen (15) students changed catchment area from October 1 – 31, 2014.

4. CORRESPONDENCE

For Information..... D. Michaels

CORRESPONDENCE RECEIVED FROM NAOMI KRUSE, EXECUTIVE DIRECTOR, MANITOBA ASSOCIATION OF PARENT COUNCILS

The following correspondence has been received from Naomi Kruse, Executive Director, Manitoba Association of Parent Councils:

On behalf of the Manitoba Association of Parent Councils (MAPC), I would like to express our appreciation to your School Division for your 2014 – 2015 membership. By having your schools join MAPC, they will have access to the valuable support, skills, and resources offered by our organization. These include:

- *participation in our Annual General Meeting and Conference at a reduced rate;*
- *presentations and workshops;*
- *Chairpersons' Breakfast in Winnipeg and Brandon;*
- *access to the MAPC Advocacy Project; and*
- *other resources and supports to help strengthen the parent group.*

We will send a letter of welcome to each school you have supported outlining the above and invite members of your parent council to consider nominating an individual for the MAPC Board of Directors as we help strengthen parental involvement in Manitoba's education system.

P.S. We are enclosing a complimentary copy of the Resource Guide for Manitoba Parent Advisory Councils. The guide is sent out electronically to all schools within your division that are registered as MAPC members (member PACs may request a hard copy by contacting the MAPC office).

Thank you again for your support.

18 November 2014

The Honourable Greg Dewar
Minister of Finance
Pre-Budget Consultations
Room 103, Legislative Building
Winnipeg, Manitoba R3C 0V8

Dear Minister Dewar:

The Manitoba School Boards Association is a membership organization of locally-elected public school boards in our province. Our mission is to enhance the work of these school boards through leadership, advocacy and service, and in this capacity to champion the cause of public education for all students in Manitoba schools. As President of the Manitoba School Boards Association, I welcome this opportunity to speak on behalf of our members in the context of the current round of provincial pre-budget consultations.

Over the past decade and more, Manitoba's education system has benefited from the government's commitment to fair and adequate funding of public schools. In light of this past and, we hope, ongoing commitment to fund public schools at or above the rate of economic growth, I will not be using this opportunity to ask for increased overall funding for education. Instead, I would like to:

1. Identify what we believe should be the top priorities for the 2015 provincial budget; and
2. Advocate for sufficient flexibility in resource allocation to enable school boards to contribute to advances in these areas.

Priority areas

Issues such as health, child care, housing, and jobs are not directly related to education, but they do have an enormous impact on children and families, and thus on school success. Specific priority areas in this regard are as follows.

Safe and affordable housing: In some schools in Manitoba, well over 50% of the students who start the school year will have left before June, and there is a strong negative correlation between student transience and successful school outcomes. One of the factors contributing to this transience is a lack of safe and affordable housing. Families are forced to move as the cost of their lodging outstrips their ability to pay, or as they seek a safer environment in which to raise their children, but all too often, the children pay a price for this decision in the form of lowered school outcomes.

Secure, well-paying jobs: The availability of secure, well-paying jobs is another factor that impacts student transiency, the negative impact of which was noted above. We would encourage the government to continue to focus its attention on job creation and job training. In terms of job training, public schools also have a role to play, specifically in the areas of skilled trades. In that regard, the contribution of public schools is somewhat constrained by certain Apprenticeship Board requirements which are challenging if not impossible for public schools to implement. We would welcome your assistance in facilitating a conversation between ourselves and the relevant government departments and agencies in an effort to resolve these ongoing issues.

Early learning and care: For many years, the government of Manitoba has made early learning and care a priority. Manitoba school boards appreciate this focus, and encourage the government to continue to enhance its efforts in this regard. The connection of quality child care and early learning opportunities with later school success is indisputable. Young children who regularly spend time in an enriched environment with caring adults, whether that be in their own homes or in high quality child care settings, are the children who are best prepared to start school when the time comes.

Flexibility in resource allocation

Manitoba's public school funding formula is complex, and this is understandable given the nature of the system it supports. Some of that complexity is attributable to government's ongoing efforts, in the form of equalization payments, to ensure equality of educational opportunity for children wherever they attend school in Manitoba. A greater part of that complexity may be attributed, however, to the prevalence of myriad categorical grants or other targeted funding that is intended to enhance some specific aspect of students' educational experience. Specific examples of targeted or categorical funding include:

- funding to support mandated class size reduction to a maximum of 20 students in kindergarten to grade three classrooms;
- Early Childhood Development Initiative;
- Level II and III Special Needs funding;
- Early Numeracy and Early Literacy Intervention programming;
- technical and experiential learning grants and
- required expenditure of a portion of the Curricular Materials grant through the Manitoba Textbook Bureau.

With so much of public school funding targeted to specific programs or students, school boards lose flexibility to manage resources as effectively as possible. A community's profile—things like average income or number of immigrant or refugee families, for example—have an impact on which students need what services in each school. The school division leadership team is in the best position to determine who those students are, and to ensure that all students receive the supports they need. In some areas, the current system of funding removes this element of discretion, and requires schools to treat all students in the same manner. As a result, money may be spent unnecessarily because provincial policy or the funding formula requires certain expenditures, even though those funds might be used to greater effect in other ways.

Rather than simply asking for more money to fund the public school system, we are asking for your assistance in facilitating discussions with the Manitoba government, to explore ways of better meeting the needs of Manitoba children by providing schools boards with greater flexibility in allocating those resources that they currently have available.

Conclusion

All Manitobans want what is best for the children of this province. As elected representatives, it is our joint responsibility to ensure that we do everything in our power to ensure that Manitoba is a place where all children can flourish. Part of that responsibility includes ensuring that our public schools are places where all children can succeed. By continuing to focus on the fundamentals of strong communities, such as housing, jobs and early learning and care, and providing school boards with the flexibility to offer the supports and programming their communities need, we are well positioned to make that a reality.

Sincerely yours,



Floyd Martens, President



DANNIELE CARRIERE
COUNCIL SERVICES CLERK
Ph: 204-729-2296 Fax: 204-729-0975
Email: d.carriere@brandon.ca

Appendix B

November 19, 2014

Brandon School Division
1031 6th Street
Brandon, MB R7A 4K5

ATTENTION: Ms. Bernadene Sangster

RE: **City Council Appointments – City of Brandon/Brandon School Division Joint Task Force**

Please be advised that the Council of the City of Brandon at its November 17, 2014 meeting appointed the following members of Council to the City of Brandon/Brandon School Division Joint Task Force with terms of office to expire November 16, 2015.

Councillor Jan Chaboyer
Councillor Kris Desjarlais
Councillor Vanessa Hamilton

It is assumed that you will be notifying these members of upcoming meeting dates etc. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Danniele Carriere".

Danniele Carriere
City Clerk's Office

cc: Councillor Jan Chaboyer
Councillor Kris Desjarlais
Councillor Vanessa Hamilton