BRANDON SCHOOL DIVISION

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES, THE BRANDON SCHOOL DIVISION, HELD IN THE J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE, 1031 - 6TH STREET, BRANDON, MANITOBA, AT 7:00 P.M. (Public), MONDAY, APRIL 23, 2018.

PRESENT:
Dr. L. Ross, Chairperson, Ms. S. Bambridge, Vice-Chairperson, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck, Mr. J. Murray, Mr. M. Sefton, Mr. K. Sumner (arrived at 6:50 p.m.).

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

Senior Administration: Dr. M. Casavant, Superintendent/CEO, Mr. M. Gustafson, Assistant Superintendent, Mr. G. Malazdrewicz, Assistant Superintendent.

REGRETS:

The Chairperson called the meeting to order at 5:08 p.m.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

Senior Administration added seven (7) items for In-Camera.

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

Trustee Murray added one (1) report to the agenda.

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

1.02 Adoption of Minutes of Previous Meetings

a) The Minutes of the Board Meeting held April 9, 2018 were circulated.

Mr. Buri – Mr. Sefton
That the Minutes be approved as amended.
Carried.

Mr. Sefton – Mrs. Bowslaugh
That the Board do now resolve into Committee of the Whole In-Camera. (5:10 p.m.)
Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA

2.00 IN CAMERA DISCUSSION:

2.01 Student Issues

- Reports

a) Dr. Marc Casavant, Superintendent/CEO, provided updates on two (2) Student Matters.

- Trustee Inquiries

a) Trustee Bambridge requested information on a Student Matter.

2.02 Personnel Matters

- Reports

a) Confidential #1 – Personnel Report was presented.
b) Trustee Bambridge provided information on a Personnel Matter.

- **Trustee Inquiries**

2.03 Property Matters/Tenders

- Reports

a) The Superintendent/CEO provided information on a Property Matter and received direction from the Board.
b) The Secretary-Treasurer and Superintendent/CEO provided information on a Property Matter.

- Trustee Inquiries

2.04 Board Operations

- Reports

a) The Secretary-Treasurer provided information on a Board Operations Matter and received Trustee feedback.
b) The Superintendent/CEO provided information on a Board Operations Matter.
c) The Superintendent/CEO and Secretary-Treasurer reviewed information regarding a Board Operations Matter.

- Trustee Inquiries

Mr. Buri – Mr. Murray
That the Committee of the Whole In-Camera do now resolve into Board. (6:55 p.m.)
Carried.

The Chairperson called the public portion of the meeting to order at 7:01 p.m. with a traditional heritage acknowledgement and welcomed everyone in attendance.

3.00 PRESENTATIONS AND COMMUNICATIONS:

3.01 Presentations For Information

3.02 Communications For Information

3.03 Communications For Action

4.00 REPORT OF SENIOR ADMINISTRATION

Dr. Marc Casavant, Superintendent/CEO, provided highlights on the following items from the April 23, 2018 Report of Senior Administration:

- Administrative Information
  - Celebrations
    - 2018 Western Manitoba Science Fair – April 10, 2018
    - School Bus Driver Day – April 18, 2018
    - Administrative Professionals Day – April 25, 2018
- Information Items
- Presentations
  - School Locator – Ms. Caroline Cramer, Director of Facilities and Transportation
  - Management and Information Systems Technology (MIST) Update – Mr. Brent Ewasiuk
  - Numeracy Specialist Update – Ms. Teresa Vallotton
  - Continuous Improvement at Valleyview Centennial School – Ms. Sandy Harrison, Principal, Ms. Cindy Swallow, Continuous Improvement Coach.

Trustee Bowslaugh asked questions for clarification regarding numeracy and ELA curriculum outcomes.

Trustee Sefton thanked Ms. Vallotton for her long-standing commitment to and passion for mathematics education, and noted that Division students are the better for it.

Ms. Bambridge – Mr. Sefton
That the April 23, 2018 Report of Senior Administration be received and filed.
Carried.

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

a) Education and Community Relations Committee Meeting
The written report of the Finance and Facilities Committee meeting held on April 16, 2018 was circulated.

(Trustee Sefton exited at 7:59 p.m. and returned at 8:00 p.m.)

Trustees discussed entering into a Memorandum of Understanding with The Brandon Friendship Centre to facilitate the Upstream Project. Trustees spoke in favour of this partnership. Board direction was given to Senior Administration to draft an agreement and bring to the Board for approval.

Mr. Buri – Mrs. Bowslaugh
That the Report be received and filed.
Carried.

b) Finance and Facilities Committee Meeting
The written report of the Finance and Facilities Committee meeting held on April 17, 2018 was circulated.

Mr. Sefton – Mr. Buri
That the Report be received and filed.
Carried.

c) National School Boards Association Conference
Trustee Murray provided a verbal report on the National School Boards Association (NSBA) Annual Convention, held in San Antonio, TX from April 7 – 9, 2018.

5.02 Delegations and Petitions

5.03 Business Arising

- From Previous Delegation

- From Board Agenda

- MSBA Matters

5.04 Public Inquiries (max. 15 minutes)

5.05 Motions

28/2018 Mr. Sefton. – Mr. Bartlette
That the purchase of four (4) Blue Bird propane school buses for the 2018-2019 school year in the amount of $545,593.38 (including taxes) be funded by the School Bus Reserve.
Carried.

29/2018 Mr. Bartlette– Mr. Sefton
That Trustees Murray and Bowslaugh be approved to serve as members of the ad hoc committee regarding the naming of the new school.
Carried.

30/2018 Mr. Buri – Mr. Murray
That the low tender from GENX Solutions in the amount of $601,870.50 (plus applicable taxes) to supply 810 Computer Laptops funded through the 2017-2018 Operating Budget be accepted.

Trustee Sefton requested an editorial change to amend the motion to read “tender” instead of “RFP”.
Carried.

31/2018 Mr. Murray – Mr. Buri
That the tender from Brandon Heating and Plumbing in the amount of $36,334.16 (plus applicable taxes and consulting fees) for the supply and installation of DDC Controls for the five (5) air handling units at École Harrison be approved.
Carried.

32/2018 Mr. Murray – Mr. Buri
That the balances in the Capital Reserve – Vehicle for Electrician ($1,297.28) and the Capital Reserve – Replacement of Johnson (DDC) Controls at Vincent Massey ($9,622.98) be repurposed to the Capital Reserve for the Replacement of Johnson (DDC) Controls at École Harrison.
Carried.

33/2018 Mr. Murray – Mr. Buri
That the amount of $32,300 from the Operating Fund Accumulated Surplus be allocated to a Johnson (DDC) Controls Capital Reserve Fund for the replacement of DDC Controls for the five (5) air handling units at École Harrison, subject to PSFB approval.
Carried.

34/2018 Ms. Bambridge – Mr. Buri
That the appointment of Melanie Powers as the Senior Election Official for the Brandon School Division, as chosen by the City of Brandon, with duties as set forth in The Municipal Councils and School Boards Election Act, be approved.
Carried.

Late Motion:
35/2018 Ms. Bambridge – Mr. Buri
That the Auditor Letter regarding the audit engagement for the March 31, 2018 year end between the Division and BDO Canada LLP, Chartered Accountants, be approved and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.
Carried.

5.06 Bylaws

Mr. Murray
1st Reading:
That By-law 2/2018 being a by-law providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2018 to June 30, 2019 be now read for a first time.
Carried.

Mr. Bartlette
1st Reading:
That By-law 3/2018 being a borrowing by-law in the amount of $297,800 upon the credit of the Division by the issue and sale of the security to meet partial costs for the construction of:

School	Project
Betty Gibson School	Grooming Room
Earl Oxford Middle School	Grooming Room
George Fitton School	Roof Replacement
Green Acres School	Gymnasium Addition
Green Acres School	Heating System and Unit Ventilator Replacement
Harrison School	Steam Heating System Replacement
King George School	Roof Replacement
New Era School	Grooming Room and Exterior Ramp
Waverly Park School	Roof Replacement

Be now read for the first time.
Carried.

Mr. Sefton
1st Reading:
That By-law 4/2018, being a borrowing by-law in the amount of $25,000,000 for the purpose of temporary advances and loans for the purpose of making progress payments on the New Southeast Brandon K-8 school, be now read for the first time.

Carried.

5.07 Giving of Notice

5.08 Trustee Inquiries

6.00 ANNOUNCEMENTS

a) Parent/Guardian/Division Advisory Committee Meeting – 7:00 p.m., Wednesday, May 2, 2018, Boardroom.

b) Workplace Safety and Health Committee Meeting – 1:00 p.m., Tuesday, May 8, 2018, Boardroom.

c) Personnel and Policy Committee Meeting – 3:30 p.m., Tuesday, May 8, 2018, Boardroom.

d) Brandon Community Drug and Alcohol Education Coalition Meeting – 9:00 a.m., Thursday, May 10, 2018, Boardroom.

e) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, May 14, 2018, Boardroom.

Trustee Ross noted that it was likely Trustee Buri's last Board meeting, and thanked him for his many years of service to the Brandon School Division and his many years of service to the community of Brandon. She noted that the Board will miss him and wished Trustee Buri and his wife all the best.

Trustee Buri responded that it is with great anticipation that he and his wife are moving and that they are sad to be leaving the community. He thanked the Division and noted it had been great serving on the Board of Trustees.

7.00 ADJOURNMENT

Mr. Sefton – Ms. Bambridge
That the Board do now adjourn. (8:48 p.m.)

Carried.

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Chairperson Secretary-Treasurer