



# BRANDON SCHOOL DIVISION

March 4, 2020

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

TO BE HELD MONDAY, MARCH 9, 2020  
6:00 P.M. (In-Camera) 7:00 P.M. (Public)

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 Approval of Agenda

#### 1.02 Adoption of Minutes of Previous Meetings

- a) Budget Deliberations, February 24, 2020.  
Adopt.
- b) Board Meeting, February 24, 2020.  
Adopt.
- c) Public Budget Feedback Presentations, March 2, 2020.  
Adopt.

### 2.00 IN CAMERA DISCUSSION

#### 2.01 Student Issues

- Reports
- Trustee Inquiries

#### 2.02 Personnel Matters

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

**2.03 Property Matters/Tenders**

- Reports
- Trustee Inquiries

**2.04 Board Operations**

- Reports
- Trustee Inquiries

**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**

**- From Report of Senior Administration**

- a) Review Report of Senior Administration – March 9, 2020.

**5.00 GOVERNANCE MATTERS**

**5.01 Reports of Committees**

**5.02 Delegations and Petitions (Max. 15 minutes)**

**5.03 Business Arising**

- From Previous Delegation
- From Board Agenda
- MSBA Issues

**5.04 Public Inquiries (Max. 15 Mins)**

**5.05 Motions**

18/2020 That the Final Budget for 2020-2021 and the 2020 Special Levy be approved as follows:

Total Operating Expenditures	\$ 107,770,000
Total Capital Expenditures	<u>\$ 4,540,600</u>
Total Expenditures	<u>\$ 112,310,600</u>
2020-2021 Special Requirement	<u>\$ 49,308,400</u>

2020 Special Levy to be raised from Municipalities \$ 49,093,845

**5.06 Bylaws**

**5.07 Giving of Notice**

**5.08 Trustee Inquiries**

**6.00 ANNOUNCEMENTS**

- a) Finance and Facilities Committee Meeting – 10:00 a.m., Thursday, March 19, 2020, Boardroom.
- b) Workplace Safety and Health Committee Meeting – 1:00 p.m., Monday, March 23, 2020, Boardroom.
- c) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, March 23, 2020, Boardroom.
- d) Upcoming Budget Dates:
  - Final Budget Approval – 7:00 p.m., Monday, March 9, 2020, Boardroom.

**7.00 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 9:00 A.M., MONDAY, FEBRUARY 24, 2020.

**PRESENT:**

Dr. L. Ross, Chairperson, Ms. S. Bambridge, Vice-Chairperson, Mr. P. Bartlette, Ms. K. Fallis, Ms. D. Kejick (arrived at 10:32 a.m.), Ms. L. Letain, Mr. J. Murray.

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

Senior Administration: Dr. M. Casavant, Superintendent/CEO, Mr. M. Gustafson, Assistant Superintendent, Ms. Elaine McFadzen, Assistant Superintendent, Ms. Eunice Jamora, Assistant Secretary-Treasurer

The Board met In-Camera from 9:10 a.m. to 9:55 a.m.

**REGRETS:**

**CALL:**

The Chairperson called the meeting to order at 10:04 a.m. and referred to the Call.

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

- a) Budget Deliberations for 2020-2021

Dr. Linda Ross, Chairperson, provided opening remarks and welcomed everyone to the meeting. Trustee Ross noted that budget deliberations is a responsibility that Trustees take very seriously because the decisions made on this day impact the education of all students.

The Budget and Sustainability Requests recommended for consideration were presented as follows:

**Trustee/Board Committee Budget Requests:**

Busing – Home Economics and Industrial Arts	\$86,100
Full Day/Every Day Kindergarten – Green Acres School (1.5 FTE)	\$79,700

**Senior Administration Budget & Sustainability Requests:**

<u>Vice Principals at:</u> École Harrison (0.5 FTE), Betty Gibson School (0.25 FTE) and Maryland Park School (0.25 FTE)	\$109,200
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Speech Language Pathologists (2.0)	\$182,000
Accessible Learning Resources and Professional Learning	\$150,000
<b>Total Senior Administration Budget &amp; Sustainability Requests for 2020-2021:</b>	<b><u>\$607,000</u></b>

The Budget and Sustainability Requests were discussed with Trustees speaking for or against each recommended enhancement item with the following results:

- 1) Busing – Home Economics and Industrial Arts – **APPROVED (5-1 – Trustee Kejick absent) - \$86,100**

Trustee Ross spoke to this item, noting that to get to Home Economics and Industrial Arts classes that take place in a different school, students are required to arrange their own transportation or use the Brandon Transit Service, which is free for Home Economics and Industrial Arts students to use.

Trustee Murray spoke against this item. He noted that the Division worked with the City of Brandon years ago to ensure that buses ran on a schedule that was close to the Division's Home Economics and Industrial Arts classes. He believes that learning to ride a bus is a life skill for the students. Trustee Murray does not believe providing school buses is necessary and feels that the number of parent complaints is not anywhere proportionate to the number of students in the programs. Trustee Murray suggested that instead of busing, this money be put into support staff, i.e. Educational Assistants in the classroom.

Trustee Fallis asked Mr. Mathew Gustafson, Assistant Superintendent, to provide an update on the number of students attending these two programs after they were made optional last year. Mr. Gustafson responded that the students in Industrial Arts decreased by approximately 1/3, and the students in Home Economics decreased by approximately 1/6.

Trustees asked questions for clarification.

Trustee Ross indicated she has been opposed to this request in the past, but that the Brandon Transit bus schedule no longer aligns with the Division's Home Economics and Industrial Arts classes. She added that society has changed and life is less safe than it once was, and the Division's priority is that students get to school safely.

Trustees Bartlette indicated that he sees this as a program cost, and as the Division funds all of its programs, why wouldn't it fully fund this program. If transportation is one of the costs of delivering that program, then so be it. Trustee Bartlette indicated concerns regarding the shift in the Brandon Transit schedule, in that it is no longer a good fit and there will be some other issues related to that. He supported the request.

Trustee Bambridge also spoke in support of this request. This request was approved by the Board.

- 2) Full Day/Every Day Kindergarten – Green Acres School (1.5 FTE) – \$79,000. **AMENDED TO Three (3) Schools (4.0 FTE) – APPROVED (6-1, Trustee Bartlette opposed) - \$404,800**

Trustee Bambridge spoke to this item, noting that government funding in the future is uncertain due to the Education Review currently taking place. She believes that in the 2020-2021 Budget, the Board

needs to make room for 3 Full Day Every Day Kindergarten classes, and work as hard as possible to eventually make this available for every student in the Brandon School Division.

Trustee Bartlette added that he would like to leave it up to Senior Administration to determine where the needs are for the additional three (3) Full Day Every Day Kindergarten classes.

Trustees discussed this item further, asking questions for clarification regarding schools with more than one Kindergarten classroom, teacher costs and possible school capacity issues.

Trustees agreed to the addition of All Day/Every Day Kindergarten in three (3) schools, and tentatively set budget for 8 classrooms.

3) Vice-Principals at:

- École Harrison (0.5 FTE)
- Betty Gibson School (0.25 FTE)
- Maryland Park School (0.25 FTE) – **AGREED (7-0) - \$109,200**

Dr. Marc Casavant, Superintendent/CEO, spoke to this item. He indicated that Senior Administration continues to hear from School Leaders about the areas of complexity in leading schools and the value of these Vice-Principal positions. In the past these positions have been allocated by the Superintendent/CEO. He has worked with the School Leaders to develop a formula base to drive this, and the result of that formula would require that Senior Administration add another one (1) FTE in this area.

Trustees spoke in favour of this request and unanimously agreed to this item.

4) Speech Language Pathologists (2.0 FTE) – **AGREED (7-0) - \$182,000**

Mrs. Elaine McFadzen, Assistant Superintendent, spoke to this item, noting that these SLP positions will assist with the needs of the pre-school children coming into the Division. The Division has had increases in the number of students who are school-aged who require services, and there is currently not enough SLP support for those students. SLPs also have a large impact in the classroom providing recommendations in regards to assistive technology. Mrs. McFadzen indicated that the Lifeskills programs in the Division would benefit from a Full-time Lifeskills SLP to meet the needs in terms of communication for those students.

Trustees asked questions for clarification regarding the current number of SLP positions within the Division, the number of schools they work in and how their caseloads have increased over the last few years. Mrs. McFadzen responded that there are currently 9.7 SLP positions within the Division, and they currently work across 3-4 schools. The caseload of each SLP is well over 100 students.

Discussion took place regarding vision, hearing and speech language assessment and SLP recruitment.

Trustees unanimously agreed to this request.

Trustee Ross spoke on the budget process. She addressed the fact that even though the Budget Deliberation meetings are now shorter in duration, more time is being spent on budget planning all year long. Once this budget is set in March, the Board will begin planning for the next year's budget. Trustee Ross explained that Trustee budget requests are reviewed by the appropriate Board

Committee before being brought forward to Budget Deliberations. This means that the Board is continuously looking at the budget and making decisions as they go. There is a line by line assessment being done throughout the year, so that Trustees are now better informed as far as what is going on with budget than they perhaps were in the past.

5) Accessible Learning Resources and Professional Learning – **AGREED (7-0) - \$150,000**

Mrs. McFadzen spoke to this item, indicating there is a need for students to have access to supports to be successful in the classroom. These supports would go with the student from class to class, year to year, school to school. The teacher needs to know how the student uses the device, and then receives training on the device. Mrs. McFadzen spoke on the lending library in the Administration Office, where a school team can decide they want to try a device with a student. If the device works, the student keeps it and another is purchased for the lending library. Further discussion took place on Tier III support materials, prescriptive, program-based materials, Professional Development, subscriptions, and picture devices.

Trustees unanimously agreed to this item.

Trustee Ross indicated that the budget requests from Trustees and Senior Administration totaled \$932,100. She asked Mr. Denis Labossiere, Secretary-Treasurer, to provide an update on the 2020-2021 Special Requirement and the Special Levy for 2020.

Mr. Labossiere responded that the tentative budget results in a 0.37% increase in the Special Requirement (below the 2.0% cap set by the Minister), and a (1.77%) decrease in the mill rate for 2020. This also results in an annual increase of \$20.78 or 1.18% on an average home valued at \$270,000.

Trustee Ross advised that Public Budget Presentations will take place on Monday, March 2<sup>nd</sup> at 7:00 p.m. in the Boardroom, and anyone wishing to make a presentation that evening should contact the Secretary-Treasurer’s office.

Ms. Letain – Ms. Kejick  
That the meeting do now adjourn (11:24 a.m.)  
Carried.

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Chairperson

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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. (Public), MONDAY, FEBRUARY 24, 2020.

## **PRESENT:**

Dr. L. Ross, Chairperson, Ms. S. Bambridge, Vice-Chairperson, Mr. P. Bartlette, Ms. K. Fallis, Ms. D. Kejick, Ms. L. Letain, Mr. S. Montague, Mr. J. Murray.

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

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

## **REGRETS:**

The Chairperson called the meeting to order at 6:05 p.m.

## **AGENDA**

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

#### **1.01 Approval of Agenda**

Senior Administration added five (5) In-Camera items to the agenda.

Trustee Ross added two (2) items for In-Camera.

Ms. Letain – Mr. Bartlette

That the agenda be approved as amended.

Carried.

#### **1.02 Adoption of Minutes of Previous Meetings**

a) The Minutes of the Board Meeting held February 10, 2020 were circulated.

Ms. Fallis – Mr. Bartlette

That the Minutes be approved.

Carried.

b) The Minutes of the Special Board Meeting held February 13, 2020 were circulated.

Ms. Fallis – Ms. Letain

That the Minutes be approved.

Carried.

- c) The Minutes of the Budget Presentation held February 13, 2020 were circulated.

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

Ms. Fallis – Mr. Bartlette  
That the Board do now resolve into Committee of the Whole In-Camera. (6:06 p.m.)  
Carried.

## IN COMMITTEE OF THE WHOLE IN CAMERA

### 2.00 IN CAMERA DISCUSSION:

#### 2.01 Student Issues

- Reports
- Trustee Inquiries

#### 2.02 Personnel Matters

##### - Reports

- a) Confidential #1 – Personnel Report was presented.
- b) Dr. Marc Casavant, Superintendent/CEO, provided an update on two (2) Personnel Matters.
- c) The Superintendent/CEO provided information on a Personnel Matter.

##### - Trustee Inquiries

#### 2.03 Property Matters/Tenders

##### - Reports

- a) Mr. Denis Labossiere, Secretary-Treasurer, provided updates on two (2) Operations Matters.

##### - Trustee Inquiries

#### 2.04 Board Operations

##### - Reports

- a) Trustee Ross spoke on a Board Operations Matter and requested Board feedback.
- b) Trustee Ross provided information on a Board Operations Matter.

##### - Trustee Inquiries

Ms. Fallis – Ms. Bambridge  
That the Committee of the Whole In-Camera do now resolve into Board. (6:35 p.m.)  
Carried.

The Chairperson called the public portion of the meeting to order at 7:02 p.m. with a traditional heritage acknowledgement and welcomed everyone in attendance.

### 3.00 PRESENTATIONS AND COMMUNICATIONS:

#### 3.01 Presentations For Information

### **3.02 Communications For Information**

### **3.03 Communications For Action**

## **4.00 REPORT OF SENIOR ADMINISTRATION**

The Superintendent/CEO provided highlights on the following items from the February 24, 2020 Report of Senior Administration:

- Administrative Information
  - Celebrations
    - Riverview School Legacy Tipi Tour Parent/Community Information Night
  - Information Items
    - Suspension Report – Semester One – 2019/2020, 2018/2019, 2017/2018
    - Early Years, Middle Years, and High School Athletics – Highlights from Semester One – B. Stephens
    - Presentations
      - Brandon School Division Suspensions and Related Community Statistics – Dr. Casavant, Chief Balcaen

Trustees asked questions for clarification regarding cyber-bulling and vaping.

Mr. Bambridge – Mr. Murray

That the February 24, 2020 Report of Senior Administration be received and filed.

Carried.

## **5.00 GOVERNANCE MATTERS**

### **5.01 Reports of Committees**

- a) Finance and Facilities Committee Meeting  
The written report of the Finance and Facilities Committee meeting held on February 18, 2020 was circulated.

Mr. Bartlette – Mr. Murray

That the Report be received and filed.

Carried.

### **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**

16/2020 Mr. Murray – Ms. Fallis  
That the Tender from CW2 Construction in the amount of \$254,216 (excluding GST) for the Earl Oxford Storage Renovation funded through the 2019-2020 Operating Budget, be accepted.

Carried.

17/2020 Mr. Bartlette – Ms. Fallis  
That the Tender from Caliber Sport Systems Inc. in the amount of \$68,654.25 (including taxes) for the Supply and Installation of the Gym Floor at Waverly Park School funded through the 2019-2020 Operating Budget, be accepted.

Carried.

**5.06 Bylaws**

Ms. Fallis

**By-Law 1/2020**2<sup>nd</sup> Reading:

That By-law 1/2020, being a borrowing by-law in the amount of \$10,055,400 upon the credit of the Division by the issue and sale of the security to meet partial costs for construction of:

<b><u>School</u></b>	<b><u>Project</u></b>
Green Acres School	Gymnasium Addition
Maryland Park School	New K-8 School
Riverheights School	Roof Replacement

be now read for the second time, having been first read on February 10, 2020.

Carried.

3<sup>rd</sup> Reading:

That the rules be suspended and By-Law 1/2020 be now read for a third and final time, and taken as read, finally passed.

Carried.

**5.07 Giving of Notice****5.08 Trustee Inquiries****6.00 ANNOUNCEMENTS**

- a) Parent/Guardian/Division Committee Meeting – 7:00 p.m., Wednesday, February 26, 2020, Boardroom.
- b) Brandon Community Drug and Alcohol Education Coalition Meeting – 9:00 a.m., Thursday, March 5, 2020, Boardroom.
- c) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, March 9, 2020, Boardroom.
- d) Upcoming Budget Dates:

- Public Budget Presentations – 7:00 p.m., Monday, March 2, 2020, Boardroom.
- Final Budget Approval – 7:00 p.m., Monday, March 9, 2020, Boardroom.

**7.00 ADJOURNMENT**

Ms. Fallis – Ms. Kejick  
That the Board do now adjourn. (7:41 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 7:00 P.M., MONDAY, MARCH 2, 2020.

## **PRESENT:**

Dr. L. Ross, Chairperson, Ms. S. Bambridge, Vice-Chairperson, Mr. P. Bartlette, Ms. K. Fallis, Ms. D. Kejick, Ms. L. Letain, Mr. J. Murray.

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

Senior Administration: Dr. M. Casavant, Superintendent/CEO, Mr. M. Gustafson, Assistant Superintendent, Ms. Elaine McFadzen, Assistant Superintendent, Ms. Eunice Jamora, Assistant Secretary-Treasurer.

## **REGRETS:**

## **CALL:**

The Chairperson called the meeting to order at 7:00 p.m. with a traditional heritage acknowledgement and welcomed everyone in attendance. Trustee Ross then referred to the Call.

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

- a) 2020-2021 Public Budget Feedback Presentations

The following individuals made presentations regarding the proposed 2020-2021 Budget:

- 1) Brandon Chamber of Commerce

Mr. Spencer Day, Vice-President, spoke on behalf of the Brandon Chamber of Commerce. He noted that the Chamber has been very pleased with the direction of the Brandon School Division over the past number of years, and its commitment to developing hard skills, critical to ensuring student success as they prepare to enter the workforce. The impressive results of the Continuous Improvement Plan, year over year, prove to be a key indicator around the value we receive as taxpayers.

Mr. Day spoke on the Chamber's Strategic Plan, noting that the top priorities for the next three (3) years would be Economic Development through both public and private investments, and the development of its growing workforce demands through key partnerships with stakeholders, like the Brandon School Division. He added that based on the 2017 Business Climate Survey, 28% of 203 CEOs surveyed indicated that labour (shortages and retention) is the number one challenge Brandon businesses face. Conversely, the unemployment rate in the City of Brandon in September 2019 was 6.7%, which is the highest it has been in almost three years. This means there are hundreds of people living in Brandon and looking for work. Is it a labour shortage? Or is it a skills shortage? Or could it be a skills mismatch?

Mr. Day spoke on the Workforce Alignment Committee, which has been working to process their data from the widely attended Skills and Opportunities Roundtable Summit held on February 5. The results will be shared with the Brandon School Division Trustees and Senior Administration and the Chamber looks forward to working together to find new ways to address this issue.

Further results were shared regarding the 2017 Business Climate Survey, which indicated at that time the Brandon School Division was doing a poor job in terms of managing taxpayers' money.

The following comments were provided:

- Find ways to deliver and illustrate the quality of our education, in relation to dollars spent, through the promotion of Continuous Improvement Plan successes.
- Ensure reserve funds are kept to a manageable level that can be explained to our taxpayers and assure they are aligned with long term capital plans.
- Engage with the Brandon Chamber as an advocacy partner in relation to funding concerns and requirements with our provincial partners.
- Promote the effective use of teacher blocks, that they are not used in the form of student supervision in what otherwise could be filled with less expensive personnel.
- Raising class minimums at the older grade levels and lowering class maximums to get the most effective use of our teachers' time, while ensuring our children and our taxpayers are getting the best possible value.
- Continue to seek alternate delivery methods and integrate technology effectively in the classrooms by allowing teachers and students to access Wi-Fi networks, & online platforms like Google Docs, etc.
- Explore the use of public-private partnerships to potentially reduce overall costs and employ local businesses.

In conclusion, the Brandon Chamber believes there is a need to focus on growing our economy, creating jobs and leveraging strengths through a strategic, focused and results driven approach, with a lens of making Manitoba more competitive with the help of our education system.

*"We're champions of the Brandon School Division, we're champions of education, and we're champions of a highly-skilled workforce."* - Terry Burgess (Past Chamber President)

## 2) Lonnie Patterson – Member, CUPE Local 737

Ms. Lonnie Patterson, Member, CUPE Local 737, addressed the Board, noting that she works as a Substitute Educational Assistant within the Brandon School Division. Ms. Patterson spoke specifically to supports for students with special and additional needs, adding that provincial funding cuts, coupled with the elimination of the class size cap, are having a direct, negative impact in Division classrooms. Students that need one on one support all day, every day, are not getting it, and those that need some additional support are also not getting the help they need. This can directly impact the overall learning environment in the classroom, and can grow to safety concerns on the bus, in hallways and classrooms, and on the playground.

Ms. Patterson asked Trustees to do two things as they work through the budget process. First, to consider spending scarce resources better by including front-line employees in professional development and planning sessions. Second, to be a loud voice for students in the Division that have special and additional needs in the face of provincial cuts. Ms. Patterson suggested some ways resources can be better spent, through education and planning which can help with delivering resources effectively and support student success. Examples include ongoing professional development that includes all front-line staff would be First Aid/CPR, Non-violent Crisis Intervention, and how to work with students with specific needs.

Ms. Patterson spoke on the shift to block funding for special needs students and the added decision to freeze that funding, which means that some of the most vulnerable students in the education system are being left behind. She asks that Trustees go back to being vocal advocates for the community, the students, for meaningful reinvestment in students with special and additional needs.

## 3) Mr. Jamie Rose, President, CUPE Local 737

Mr. Jamie Rose, President, CUPE Local 737, spoke on behalf of the Brandon School Division Support Staff. Mr. Rose opened his remarks by saying that the CUPE Local 737 Executive attends all Board meetings to keep up-to-date on all Board matters. They also attend government meetings such as the Education Review

forum to be aware of the issues facing the Division with the government of today making changes to school division funding.

Mr. Rose spoke on block funding not working for special needs students, and he also spoke on the Province not providing school divisions with adequate funding for individual students. CUPE Local 737 applauds Trustees for seeing the safety concerns and liability to the Division by not busing the Home Economics and Industrial Arts students. With the passing of the budget enhancement of \$86,100 to bus students to these programs, the Division is allowing all students to have the opportunity to participate in the programs as transportation is no longer an issue for families. This will also help with absentee rate and class times. The safety of Brandon School Division students is a priority, which the Board is acknowledging with having Brandon School Division school buses transport the students to Home Economics and Industrial Arts.

4) Ms. Mary-Louise Davis, Brandon Teachers' Association

Ms. Mary-Louise Davis spoke on behalf of the Brandon Teachers' Association (BTA), Education Finance Committee. Ms. Davis summarized the proposed 2020-2021 Budget decisions reached at Budget Deliberations on February 24<sup>th</sup>. She noted that with budget enhancements there is a 0.3% increase in the Special Requirement compared to the 2019-2020 year. Ms. Davis added that the provincial cap is 2%, so an additional 1.7% could have been raised. The BTA is relieved about the additions to the operating budget that were tentatively made on February 24<sup>th</sup>, as all of these enhancements will affect students directly in their day to day lives. The new All Day Every Day Kindergarten classes will give more children, more high quality educational experiences in those crucial early years. This will reduce learning gaps in subsequent years and will also reduce the financial burden on the families who would otherwise have to find childcare or reduce their hours of paid work. Additional Speech Language Pathologists and Accessible Learning Resources will also help reduce learning gaps further by bolstering resources for students who need extra support.

There are some areas that were not addressed by the enhancements that will affect Division students, their families and BTA members. Through the proposed 2020-2021 budget, there were many instances where positions or monies were being re-allocated or re-distributed. The BTA questioned whether the number of instances has been similar year over year.

Ms. Davis noted that the 2020-2021 Budget is re-allocating 3.07 Resource positions and raised the Student Support Services budget by only 0.4%, an amount which does not match enrolment growth or inflation. Ms. Davis urged the Board to return these Resource positions and to further enhance the Student Support Services budget. The block funding approach which has been taken by the Province is limiting resources in those areas and BTA members are feeling it, meaning students are feeling it the most.

Ms. Davis thanked the Board for their work on this budget and for the enhancements they opted to make, adding that a high-quality public education system can go a long way to leveling the effects of socio-economic inequalities. As Trustees for a high-quality education system in Brandon, the Board is charged with erasing social injustices for children so that they have the agency to write their own futures as happy, well, and contributing citizens. The BTA urges the Trustees to continue budgeting with magic wand in hand, and our children in mind.

5) Ms. Michelle Augustyn, member of the general public and parent

Ms. Augustyn opened her remarks by thanking Trustees for allowing her to speak, and for hearing her request at the February 20, 2020 Public Budget Consultation to have more All Day Every Day Kindergarten opportunities for children in the Brandon School Division. She thanked Trustee Bambridge for initiating a tentative budget enhancement to have All Day Every Day Kindergarten at three (3) Division schools with a dollar amount of approximately \$404,800. Ms. Augustyn noted that she hopes this request includes All Day Every Day Kindergarten at Kirkcaldy Heights School, in addition to Green Acres School, as well as another school that currently has half day Kindergarten programming.

Ms. Augustyn noted that Kirkcaldy Heights School is a perfect opportunity for a future program that aligns with the Board's Governance Goals of safety, security and access. More Kindergarten students will have access to education, as well as a safe and security environment to learn in. She spoke to the increasing diversity of

student learning needs in the Division, which should also apply to Kindergarten students in the form of EAL, Indigenous, special needs, learning difficulties, and high needs.

Ms. Augustyn spoke to the information provided regarding the teacher to student ratio of one teacher to 17 students. Using an example of the student numbers of the Kirkcaldy Heights School Kindergarten classes, and 150 minutes of instructional time in the morning classroom, students receive 6 minutes of teaching per child. This is not enough – those children need the afternoon portion of Kindergarten so that they can be better prepared for their next level of education and onward. She added that in one school division, all Kindergarten students should be provided with the same amount of education equally throughout the Division, regardless of school size, socio-economic factors, or school location.

Ms. Augustyn shared the Kirkcaldy Heights School Kodiak Code with Trustees. The Code includes asking everyone to come prepared to learn, and it speaks of Pride, Respect, Courage, and Responsibility. She indicated that Kindergarten is the first stepping stone of our children's learning journeys and all children should be afforded the same opportunity for education at the earliest level. All schools within the Brandon School Division that do not have All Day Every Day Kindergarten have children who can benefit from the structure, learning, and safe and nurturing environment that Kindergarten provides.

Ms. Augustyn thanked the Board for their time and consideration.

6) Brent Cosgrove, member of the general public and grandfather

After reading last week's article in the Brandon Sun regarding All Day Every Day Kindergarten, Mr. Cosgrove was surprised to learn that there is a two-tier Kindergarten system in the same school division. To be fair, he feels they should be all the same – all day every second day, if that's what the budget allows. He stated we are dealing with the foundation of these students and if you ask any Grade 1 teacher the difference between All Day Every Day Kindergarten and half day Kindergarten graduates, they will all say All Day Every Day Kindergarten students are way ahead of the half day Kindergarten students. We all pay the increase in school taxes, so why the two-tier system? He noted that his granddaughter is registered for Kindergarten at Maryland Park School, which is a catchment of four (4) schools, with three (3) having All Day Every Day Kindergarten classes. However, Maryland Park School will be a half day Kindergarten program.

Mr. Cosgrove had questions after reading the Brandon Sun article, in regards to how decisions are made on which schools offer All Day Every Day Kindergarten, who attends which type of Kindergarten, and the cost projections cited in the article.

Mr. Cosgrove thanked Trustees for hearing him out.

Trustee Ross spoke on this item, noting that it is safe to say that the Board is supportive of All Day Every Day Kindergarten and what everyone needs to be aware of is that those extra half days are borne by the local tax payer as the province does not fund the additional half day. The Board has been trying to introduce that gradually over time, based on student need, which is how it is determined which schools receive All Day Every Day Kindergarten programming.

Trustee Ross indicated the Board will continue to deliberate the 2020-2021 Budget, taking into consideration the presentations this evening as well as other information provided to Trustees.

Trustee Ross thanked everyone for taking the time to attend the meeting and for their presentations.

Ms. Letain – Ms. Fallis

That the meeting do now adjourn (7:33 p.m.).

Carried.



# BRANDON SCHOOL DIVISION

## Report of Senior Administration to the Board of Trustees

March 9, 2020

### A. Administrative Information

#### I. CELEBRATIONS

##### 1. GRADE 9 INFORMATION MEETINGS AND OPEN HOUSES

Grade 9 information meetings for current grade 8 students and parents/guardians were held on February 19, 2020 at Waverly Park School and February 20, 2020 at George Fitton School. As well, a grade 9 information meeting for current grade 8 English as an Additional Language (EAL) students and parents/guardians was held on February 27, 2020 at École New Era School. High schools had their open houses as follows: February 24, 2020 at Crocus Plains Regional Secondary School; February 25, 2020 at École secondaire Neelin High School; and February 26, 2020 at Vincent Massey High School.

#### II. COMMUNITY CONNECTIONS

The following community connections were made by Dr. Casavant, Superintendent/CEO from February 19, 2020 to March 3, 2020.

- February 20, 2020 - meeting with Cale Dunbar, President, Brandon Teachers' Association
- February 26, 2020 - Manitoba Police Commission (MPC) Board meeting
- February 27, 2020 - Brandon Urban Aboriginal Peoples' Council meeting
- March 2, 2020 - Maryland Park School update meeting

*“Accepting the Challenge”*

**III. SUSPENSIONS**

<u>SCHOOL</u>	<u>NO./STUDENT</u>	<u>INAPPROPRIATE BEHAVIOUR</u>	<u>ASSAULTIVE BEHAVIOUR</u>	<u>DRUGS AND ALCOHOL</u>
High School	29 total	11	18	4
		* 2 vaping	* 0 weapons	

\* Infractions may fall under more than one category.

**IV. INFORMATION ITEMS**

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

For Information.....E. McFadzen

Crocus Plains Regional Secondary School submitted an off-site activity request for mathematic students, consisting of four (4) male and two (2) female students in grades 11 and 12, to make a trip to Waterloo, ON from April 5 to April 8, 2020 to attend the Canadian Team Mathematics Competition at the University of Waterloo.

Chad Cobbe, School Leader, Crocus Plains Regional Secondary School recommended this trip for approval. Elaine McFadzen, Assistant Superintendent has given approval for this trip.

**V. PRESENTATIONS**

**1. CONTINUOUS IMPROVEMENT AT GEORGE FITTON SCHOOL**

For Information.....B. Twordik, S. Baker, J. Wood

Brad Twordik, Principal; Sherry Baker, Vice Principal; Jerilynn Wood, Building Student Success with Indigenous Parents (BSSIP) Worker will provide an update on Continuous Improvement initiatives in progress at George Fitton School.

**B. Business Arising for Board Action**

**I. INFORMATION FOR DISCUSSION AND CORRESPONDENCE**

**1. PERSONNEL REPORT**

For Information..... K. Buchanan

Included in the agenda package as Confidential #1 is the Personnel Report, a listing of resignations and employment approved by the Superintendent/CEO and Secretary-Treasurer since the last meeting.

**2. 2020-2021 FINAL BUDGET**

For Action .....D. Labossiere

Further to the Budget Deliberations held on February 24, 2020, included in the Agenda for the Board's final consideration upon completion of your budget discussions is a motion to finalize the Budget for the 2020-2021 fiscal year and the Special Levy for the 2020 municipal and calendar year.

Attached are revised schedules (Appendix A) with changes directed by the Board at the February 24, 2020 Budget Deliberations reflecting an increase of \$181,500 (0.37%) in the Special Requirement.

If you have any questions with respect to the foregoing or the attached schedules, please call or have them discussed at the Board of Trustees meeting.

**RECOMMENDATION:**

*That the Final Budget for 2020-2021 and the 2020 Special Levy be approved as follows:*

<i>Total Operating Expenditures</i>	<i>\$ 107,770,000</i>
<i>Total Capital Expenditures</i>	<i><u>\$ 4,540,600</u></i>
<i>Total Expenditures</i>	<i><u>\$ 112,310,600</u></i>
<i>2020-2021 Special Requirement</i>	<i><u>\$ 49,308,400</u></i>
<i>2020 Special Levy to be raised from Municipalities</i>	<i><u>\$ 49,093,845</u></i>

**II. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES**

**This report from members of the Brandon School Division Senior Administration is submitted respectfully for your consideration, action, and information.**

**Dr. Marc D. Casavant  
Superintendent/Chief Executive Officer**



# Financial Budget

**2020-2021**

As Deliberated on February 24, 2020

# 2020-2021 Operating Budget

The following schedules summarize the **2020-2021 Operating Budget** as deliberated on February 24, 2020.

## SCHEDULE OF REVENUE AND EXPENDITURES 2020-2021 BUDGET

	2019-2020 BUDGET	2020-2021 BUDGET	BUDGET INCREASE (DECREASE)	
<b>REVENUES</b>				
Provincial Government	63,776,700	65,144,700	1,368,000	2.1%
Federal Government	18,500	25,800	7,300	39.5%
Municipal Government	40,192,600	40,598,300	405,700	1.0%
Other School Divisions	457,400	450,700	(6,700)	-1.5%
First Nations	195,200	360,300	165,100	84.6%
Private Organizations and Individuals	875,000	930,900	55,900	6.4%
Other Sources	319,700	304,300	(15,400)	-4.8%
	<u>105,835,100</u>	<u>107,815,000</u>	<u>1,979,900</u>	<u>1.9%</u>
<b>EXPENDITURES</b>				
Regular Instruction	63,259,800	64,777,500	1,517,700	2.4%
Student Support Services	22,272,500	22,624,000	351,500	1.6%
Community Education and Services	346,600	429,600	83,000	23.9%
Divisional Administration	3,131,000	3,031,700	(99,300)	-3.2%
Instructional & Other Support Services	3,386,500	3,336,600	(49,900)	-1.5%
Transportation	2,653,300	2,667,200	13,900	0.5%
Operations and Maintenance	8,937,300	9,057,200	119,900	1.3%
Fiscal	1,808,100	1,846,200	38,100	2.1%
	<u>105,795,100</u>	<u>107,770,000</u>	<u>1,974,900</u>	<u>1.9%</u>
Transfers To Capital	40,000	45,000	5,000	12.5%
	<u>105,835,100</u>	<u>107,815,000</u>	<u>1,979,900</u>	<u>1.9%</u>
<b>NET SURPLUS (DEFICIT)</b>	<u>-</u>	<u>-</u>	<u>-</u>	

**EXPENSES BY FUNCTION & BY OBJECT**  
2020-2021

<u>OBJECT</u>	<u>FTE</u>	<u>Salaries</u>	<u>Employee Benefits &amp; Allowances</u>	<u>Services</u>	<u>Supplies &amp; Materials</u>	<u>Debt Services</u>	<u>Transfers</u>	<u>Total</u>	<u>% of Total</u>
Regular Instruction	661.12	56,156,800	3,127,600	891,800	4,502,800	-	98,500	64,777,500	60.1%
Student Support Services	403.34	20,295,600	1,680,800	299,600	348,000	-	-	22,624,000	21.0%
Community Education and Services	4.25	255,600	29,900	38,800	105,300	-	-	429,600	0.4%
Divisional Administration	31.60	2,007,600	292,500	681,900	49,700	-	-	3,031,700	2.8%
Instructional & Other Support Services	24.02	2,158,400	123,700	943,600	110,900	-	-	3,336,600	3.1%
Transportation	43.46	1,680,300	274,900	237,400	474,600	-	-	2,667,200	2.5%
Operations and Maintenance	87.58	4,025,700	662,000	3,357,300	1,012,200	-	-	9,057,200	8.4%
Fiscal	-	-	-	-	-	-	1,846,200	1,846,200	1.7%
	1,255.36	86,580,000	6,191,400	6,450,400	6,603,500	-	1,944,700	107,770,000	100.0%
		80.3%	5.8%	6.0%	6.1%	0.0%	1.8%	100.0%	
Transfers to Capital							45,000	45,000	0.0%
<b>Total</b>	<b>1,255.36</b>	<b>86,580,000</b>	<b>6,191,400</b>	<b>6,450,400</b>	<b>6,603,500</b>	<b>-</b>	<b>1,989,700</b>	<b>107,815,000</b>	<b>100.0%</b>
<b>% of Total</b>		<b>80.3%</b>	<b>5.7%</b>	<b>6.0%</b>	<b>6.1%</b>	<b>0.0%</b>	<b>1.9%</b>	<b>100.0%</b>	

# Capital Fund Budget

The 2020-2021 Capital Fund Budget is separate from the Operating Fund Budget and requires the Board of Trustees' approval. The Capital Fund Budget accounts for the debt servicing on Brandon School Division's Provincial Debentures for capital projects including the principal and interest on the debentures, and transfers from the operating fund to reserve accounts for school buses, buildings and computers.

## CAPITAL BUDGET 2020-2021

	<b><u>2019-2020</u></b> <b><u>Budget</u></b>	<b><u>2020-2021</u></b> <b><u>Budget</u></b>
<b><u>REVENUE:</u></b>		
Provincial Government Debt Servicing	\$ 3,528,000	\$ 4,495,600
Transfers		
From Operating	40,000	45,000
From Reserves	-	-
Grants & Reserves	-	-
Long Term Debt	-	-
<b>TOTAL REVENUE</b>	<b><u><u>\$ 3,568,000</u></u></b>	<b><u><u>\$ 4,540,600</u></u></b>
<b><u>EXPENSES:</u></b>		
Debt Servicing		
Debenture Debt Interest	\$ 1,424,000	\$ 1,772,800
Debenture Debt Principal	<u>2,104,000</u>	<u>2,722,800</u>
	\$ 3,528,000	\$ 4,495,600
Capital Assets & Allocations		
Maintenance Fleet Replacement	\$ 40,000	\$ 45,000
	-	-
	<u>40,000</u>	<u>45,000</u>
Reserves		
School Buses	<u>\$ -</u>	<u>\$ -</u>
	-	-
<b>TOTAL EXPENSES</b>	<b><u><u>\$ 3,568,000</u></u></b>	<b><u><u>\$ 4,540,600</u></u></b>

The following chart shows the budget totals for 2020-2021 including the operating and capital funds along with cost per pupil comparisons.

**BUDGET TOTALS  
2020-2021**

	<u>Operating Expenses</u>	<u>Capital Expenses</u>	<u>Total Expenses</u>	<u>Special Requirement</u>	<u>Special Levy</u>
2020-2021 Budget	\$107,770,000	\$ 4,540,600	\$ 112,310,600	\$ 49,308,400	\$ 49,093,845
2019-2020 Budget	\$105,795,100	\$ 3,568,000	\$ 109,363,100	\$ 49,126,900	\$ 48,456,525
Increase (Decrease)	<u>\$ 1,974,900</u>	<u>\$ 972,600</u>	<u>\$ 2,947,500</u>	<u>\$ 181,500</u>	<u>\$ 637,320</u>
	1.87%	27.26%	2.70%	0.37%	1.32%

**COST PER PUPIL**

	<u>Total Expenses (1)</u>	<u>Funding Of Schools Program</u>	<u>K-12 F.T.E. Enrollment</u>	<u>Expenses Per Pupil</u>	<u>Funding Per Pupil</u>
2020-2021 Budget	\$107,241,900	\$53,670,200	8,741.5	\$ 12,268	\$ 6,140
2019-2020 Budget	\$105,345,000	\$52,143,900	8,673.5	\$ 12,146	\$ 6,012
2018-2019 Actual	\$100,598,062	\$50,792,811	8,565.0	\$ 11,745	\$ 5,930
2017-2018 Actual	\$ 98,639,916	\$48,975,683	8,432.5	\$ 11,698	\$ 5,808
2016-2017 Actual	\$ 95,621,064	\$47,820,699	8,373.5	\$ 11,419	\$ 5,711
2015-2016 Actual	\$ 90,509,013	\$46,187,884	8,250.0	\$ 10,971	\$ 5,599
2014-2015 Actual	\$ 86,251,333	\$43,819,156	8,056.0	\$ 10,706	\$ 5,439

(1) Operating fund transfers (i.e. payments to other school divisions, organizations and individuals) are excluded to provide more accurate per pupil costs. Also excluded are expenditures on educational services not provided to K-12 pupils: Function 300 (Adult Learning Centres) and Function 400 (Community Education and Services).

# 2020 Special Levy as deliberated on February 24, 2020

	Special Requirement	Special Levy	Mill Rate
Special Levy/Requirement 2020	49,308,400	49,093,845	14.724
Special Levy/Requirement 2019	49,126,900	48,456,525	14.990
Net Dollar Inc.	181,500	637,320	(0.266)
Net Percent Change	0.37%	1.32%	-1.77%

FTE **7.00**      Approved **932,100**

ITEM(S)	COSTS		Budget Deliberation Approvals	
	FTE	Total	FTE	Approved
<b>Trustee/Board Committee Budget Requests/Reductions</b>				
Bussing - Home Economics and Industrial Arts		86,100		86,100
Full Day - Every Day Kindergarten - 3 schools (8 classrooms)	1.50	79,700	4.00	404,800
<b>Total Trustee/Board Committee Budget Requests</b>	<b>1.50</b>	<b>165,800</b>	<b>4.00</b>	<b>490,900</b>
<b>Senior Administration Sustainability Requests</b>				
Vice-Principals at Harrison (0.5FTE), Betty Gibson (0.25) and Maryland Park (.25)	1.00	109,200	1.00	109,200
Speech Language Pathologists	2.00	182,000	2.00	182,000
Accessible Learning Resources & Professional Learning		150,000		150,000
<b>Total Senior Administration Sustainability Requests</b>	<b>3.00</b>	<b>441,200</b>	<b>3.00</b>	<b>441,200</b>
<b>Total Budget and Sustainability Requests for 2019-2020</b>	<b>4.50</b>	<b>607,000</b>	<b>7.00</b>	<b>932,100</b>

## Education Property Tax on a Home valued at \$270,000 in 2020



	2019	2020-2021 Budget		
		2020	\$ Change	% Change
<b>Budget - Special Requirement</b>	\$ 49,126,900	\$ 49,308,400	\$ 181,500	0.37%
<b>Brandon School Division Tax Assessed Value*</b>	\$ 262,136	\$ 270,000	\$ 7,864	3.00%
Portioned Value @ 45%	117,961	121,500		
Mill Rate	14.990	14.724	(0.266)	-1.77%
<b>Total School Taxes</b>	<b>\$ 1,768.21</b>	<b>\$ 1,788.99</b>	<b>\$ 20.78</b>	<b>1.18%</b>
Annual				\$ 20.78
Monthly				\$ 1.73

\*Average single family residential property