



BRANDON SCHOOL DIVISION

October 22, 2020

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

TO BE HELD MONDAY, OCTOBER 26, 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

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

1.02 Adoption of Minutes of Previous Meetings

- a) Board Meeting, October 13, 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**

- a) Erin McDougald-Jones, Teacher, Maryland Park School (currently at Riverheights School), presenting to the Board of Trustees on the book she wrote, "*Back with a Wish*".

3.02 Communications for Information

- a) Correspondence from The Honourable Kelvin Goertzen, Minister of Education, September 29, 2020, sent to Chairs of School Boards, Superintendents of School Divisions, Principals of Schools (Kindergarten to Grade 12), Directors of First Nations and Tribal Councils, Presidents of Advisory Councils for School Leadership/Parent Councils, announcing the launch of Manitoba's Excellence in Education Awards to celebrate outstanding teachers and school administrators whose stimulating educational practices have a profound impact on both student learning and engagement. School Trustees, Superintendents, principals, teacher colleagues, students and parents are encouraged to nominate the exceptional educators in their community who are deserving of recognition, in the following award categories:
 - Teaching Excellence"
 - Outstanding New Teacher
 - Outstanding Team Collaboration
 - Outstanding School Leader
 - Premier's Award for Excellence in Education

Contact details and complete information on these awards is provided on the website: www.edu.gov.mb.ca/k12/excellence/. Deadline for submissions is December 2, 2020. (Appendix 'A')

Receive and File.

3.03 Communications for Action

- a) The 2019-2020 Financial Audit is now complete. Mr. Todd Birkhan from BDO Canada, LLP, will attend and present the Auditor's Report on the Financial Statements.
Refer Motions.

4.00 REPORT OF SENIOR ADMINISTRATION**- From Report of Senior Administration**

- a) Review Report of Senior Administration – October 26, 2020.

5.00 GOVERNANCE MATTERS**5.01 Reports of Committees**

- a) Committee of the Whole:
Education and Community Relations

L. Letain

Finance and Facilities
Personnel and Policy

L. Ross
J. Murray

5.02 Delegations and Petitions (Max. 15 minutes)

5.03 Business Arising

- From Previous Delegation
- From Board Agenda
- MSBA Issues

- a) Executive Highlights – September 14, 2020 (Appendix 'B')
- b) Summary – Current Provisions Concerning School Board Meetings and By-elections (Appendix 'C')
- c) e-bulletin – October 7, 2020 (Appendix 'D')
- d) e-bulletin – October 21, 2020 (Appendix 'E')
- d) Fall Regional and Fall General Meetings

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions

- 61/2020 That the Board approve the research request from Dr. Shelley Kokorudz, Department of Psychology and Student Services, Faculty of Education, Brandon University, for the research project entitled "*Effects of COVID-19 on Education: Using Photo Images to Capture Living History*".
- 62/2020 That the Auditor's Report and Financial Statements for the twelve month fiscal period ended June 30, 2020 be and are hereby accepted, and that the Chairperson be authorized to affix their signature and the seal of the Division thereto.

5.06 Bylaws

5.07 Giving of Notice

5.08 Trustee Inquiries

6.00 ANNOUNCEMENTS

- a) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 6:00 p.m., Monday, November 9, 2020, Boardroom.
- b) TRUSTEE BY-ELECTION:
 - Election Day – Wednesday, November 4, 2020 – 8:00 a.m. to 8:00 p.m., various locations

Due to COVID-19:

- Brandon School Division Board Meetings will take place with no members of the public present, until further notice. We invite everyone to watch live streaming of the Board meetings on our website: <https://www.bsd.ca/board/meetings/Pages/board-meeting-live-streaming.aspx>

7.00 ADJOURNMENT



BRANDON SCHOOL DIVISION

MINUTES OF THE REGULAR MEETING/COMMITTEE OF THE WHOLE OF THE BOARD OF TRUSTEES, THE BRANDON SCHOOL DIVISION, HELD IN THE J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE, 1031 - 6TH STREET, BRANDON, MANITOBA, AT 6:00 P.M., TUESDAY, OCTOBER 13, 2020.

TRUSTEES PRESENT: L. Ross, Chairperson S. Bambridge, Vice-Chairperson
D. Kejick L. Letain
J. Murray

ALSO PRESENT: M. Casavant, Superintendent/CEO
D. Labossiere, Secretary-Treasurer
B. Sangster, Recording Secretary

REGRETS: K. Fallis

The Chairperson called the meeting to order at 6:08 p.m. with a traditional heritage acknowledgement.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

Senior Administration added two (2) items to In-Camera.

Ms. Bambridge – Ms. Letain
That the agenda be approved as amended.
Carried.

1.02 Adoption of Minutes of Previous Meetings

a) The Minutes of the Board Meeting held September 28, 2020 were circulated.

Ms. Letain – Ms. Kejick
That the Minutes be approved as circulated.
Carried.

Mr. Murray – Ms. Bambridge
That the Board do now resolve into Committee of the Whole In-Camera. (6:11 p.m.)
Carried.

2.00 IN CAMERA DISCUSSION (COMMITTEE OF THE WHOLE):

2.01 Student Issues

- Reports
- Trustee Inquiries

2.02 Personnel Matters

- Reports
- Trustee Inquiries

2.03 Property Matters/Tenders

- Reports
- Trustee Inquiries

2.04 Board Operations

- Reports
- Trustee Inquiries

Mr. Murray – Ms. Kejick

That the Committee of the Whole In-Camera do now resolve into Board. (7:52 p.m.)

Carried.

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

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

5.02 Delegations and Petitions

5.03 Business Arising

- From Previous Delegation
- From Board Agenda
- MSBA Matters

5.04 Public Inquiries (max. 15 minutes)

5.05 Motions

Late Motion:

60/2020 Mr. Murray – Ms. Bambridge

That the tender from Inland Audio Visual in the amount of \$201,242.15 (including taxes), for the supply and installation of 45 interactive flat panels, mounts and 3 year licensing of

which \$101,079.87 is to be funded through the New School Capital Reserve and \$100,162.28 through the 2020-2021 Operating Budget, be accepted.

Carried.

5.06 Bylaws

5.07 Giving of Notice

5.08 Trustee Inquiries

6.00 ANNOUNCEMENTS

- a) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, October 26, 2020, Boardroom.
- b) TRUSTEE BY-ELECTION:
- Advance Voting Day – Thursday, October 22, 2020 – 8:00 a.m. to 8:00 p.m., City Hall
 - Election Day – Wednesday, November 4, 2020 – 8:00 a.m. to 8:00 p.m., various locations

Due to COVID-19:

- Brandon School Division Board Meetings will take place with no members of the public present, until further notice. We invite everyone to watch live streaming of the Board meetings on our website: <https://www.bsd.ca/board/meetings/Pages/board-meeting-live-streaming.aspx>

7.00 ADJOURNMENT

Ms. Bambridge – Ms. Kejick
That the Board do now adjourn (7:55 p.m.)
Carried.

Chairperson

Secretary-Treasurer



Appendix 'A'

MINISTER OF EDUCATION

Room 168
Legislative Building
Winnipeg, Manitoba, Canada
R3C 0V8

SEP 29 2020

To: Chairs of School Boards
Superintendents of School Divisions
Principals of Schools (Kindergarten to Grade 12)
Directors of First Nations and Tribal Councils
Presidents of Advisory Councils for School Leadership/Parent Councils

Dear Colleagues:

Manitoba Education is pleased to launch Manitoba's Excellence in Education Awards to once again celebrate outstanding teachers and school administrators who go above and beyond to benefit students. The awards highlight the remarkable contribution of educators whose stimulating educational practices have a profound impact on both student learning and engagement.

School trustees, superintendents, principals, colleagues, students and parents are encouraged to take this opportunity to nominate the exceptional educators in their community who are deserving of such recognition. The award categories are as follows: Teaching Excellence, Outstanding New Teacher, Outstanding Team Collaboration, Outstanding School Leader, and the Premier's Award for Excellence in Education. Each award recipient will be presented with a certificate and a monetary gift of \$500.

Please share the enclosed brochures with your school community. You may also download and print posters from the department's website at www.edu.gov.mb.ca/k12/excellence/. Complete information on these awards and the nomination process is also available online. The submission deadline for nominations is December 2, 2020.

Manitoba's educators make exemplary contributions that enhance student learning and achievement every day. My hope is that this initiative, Manitoba's Excellence in Education Awards, inspires each of you to take the time to recognize and praise the great individuals working in your school community, and more specifically, to submit nominations for the 2020-2021 school year.

Sincerely,



Kelvin Goertzen
Minister
Education

Enclosures

- c. The Honourable Brian Pallister, Premier of Manitoba
Manitoba School Boards Association
Manitoba Teachers' Society
Manitoba Association of School Superintendents
Manitoba Association of School Business Officials
Council of School Leaders
Manitoba Association of Parent Councils
Manitoba Federation of Independent Schools
Bureau de l'éducation française



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

October 26, 2020

A. Administrative Information

I. CELEBRATIONS

1. REMOTE LEARNING

The Westman Consortia Remote Learning School (currently consisting of 6 Divisions and 150 students) formed quickly and collaboratively to address the health needs of children and families in Westman region. Teachers have incorporated a variety of online resources and technology platforms to support their students learning from home. Families have expressed gratitude for this opportunity, and both families and teachers have frequently commented that they feel part of a larger “family” who is there to support one another in this ever-evolving world.

2. BRANDON UNIVERSITY ALUMNI ASSOCIATION AWARDS

Three Brandon School Division staff members are being recognized by the Brandon University Alumni Association as part of this year’s virtual Homecoming:

- Teresa Flannery, Teacher, is the 2020 recipient of the Brandon University Alumni Association *Award for Exceptional Service*. This award recognizes service to Brandon University and/or the Alumni Association through a significant contribution of time. Ms. Flannery served on the BUAA Board for nine years, including a term as President. An avid volunteer, she is now a member, and also a former Chair, of the Westman Alumni Chapter.

The Brandon University Alumni Association *Distinguished Young Alumni Awards* are presented to alumni, aged 35 years and younger, recognizing their achievements in their profession, sport or community service.

- Graydon Cramer, Teacher, is a recipient of a *Distinguished Young Alumni Award*. Mr. Cramer is the Band Director for Brandon West

“Accepting the Challenge”

Middle Schools as well as a drummer, clinician and adjudicator. He has recorded and toured with outstanding musicians across Western Canada.

- Lindsay Filewich, Principal, is a recipient of a *Distinguished Young Alumni Award*. With a background in special education and counseling, Ms. Filewich is able to support high-quality student programming and relationships between families and the school as Principal of Alexander School.

II. STATISTICAL INFORMATION

1. SEPTEMBER ENROLMENT REPORTING

Enrolment Reporting as of September 30, 2020

<u>School</u>	<u>2019 Total Enrolment</u>	<u>2020 Projected Enrolment</u>	<u>2020 Total Enrolment</u>
Elementary Schools	6,110	6,151	5,873
High Schools	2,893	2,930	2,896
Total	9,003	9,081	8,769

III. COMMUNITY CONNECTIONS

The following community connections were made by Dr. Casavant, Superintendent/CEO from September 23, 2020 to October 19, 2020.

- September 23, 2020 - COVID-19 Liaison Meeting with Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Association of School Business Officials
- September 25, 2020 - Chief Medical Officer Update
- September 25, 2020 – meeting with Dana Rudy, Deputy Minister, Manitoba Education
- September 28, 2020 - COVID Update Meeting with Prairie Mountain Health and Southwest Superintendents Group
- September 28, 2020 – meeting with Chief Wayne Balcaen, Brandon Police Service, and Mayor Rick Chrest, City of Brandon
- September 28, 2020 – Brandon University Centre for Aboriginal and Rural Education Studies (C.A.R.E.S.) Advisory Committee meeting

- September 28, 2020 - K-12 Weekly Conference Call – Manitoba Association of School Superintendents, Manitoba School Boards Association, Manitoba Association of School Business Officials
- September 29, 2020 – Manitoba Association of School Superintendents meeting
- September 30, 2020 – Manitoba Association of School Superintendents meeting
- September 30, 2020 – meeting with Dr. Linda Ross, Board Chair; Sherilyn Bambridge, Board Vice-Chair; Tyler Plante; Matthew Calvert
- September 30, 2020 – meeting with Kevin Nabess, Director of Education/Principal, Sioux Valley Education
- September 30, 2020 – Legacy Tipi Tour installation ceremony, Riverview School
- October 1, 2020 - COVID-19 Liaison Meeting with Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Association of School Business Officials
- October 1, 2020 – meeting with IBM Canada
- October 1, 2020 – meeting with Sarah Whiteford, Assistant Deputy Minister, Manitoba Education
- October 1, 2020 – meeting with Cale Dunbar, President, Brandon Teachers' Association
- October 2, 2020 – meeting with Tyler Plante, Matthew Calvert
- October 2, 2020 – meeting with Shelley Cords, School Leader, Green Acres School
- October 5, 2020 - K-12 Weekly Conference Call – Manitoba Association of School Superintendents, Manitoba School Boards Association, Manitoba Association of School Business Officials
- October 5, 2020 – meeting with Shelley Cords, School Leader, Green Acres School
- October 5, 2020 - meeting with Erin McDougald-Jones, Teacher, Brandon School Division
- October 6, 2020 – meeting with IBM Canada
- October 6, 2020 - Manitoba Association of School Superintendents meeting
- October 7, 2020 – Presentation to Graduate Class: The Affective Dimensions of Educational Leadership in Precarious Times, Brandon University
- October 8, 2020 - COVID-19 Liaison Meeting with Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Association of School Business Officials
- October 13, 2020 - Manitoba Association of School Superintendents meeting
- October 13, 2020 – meeting with K-12 School Leaders
- October 13, 2020 – meeting with Westman Consortia for Remote Learning
- October 5, 2020 - K-12 Weekly Conference Call – Manitoba Association of School Superintendents, Manitoba School Boards Association, Manitoba Association of School Business Officials

- October 13, 2020 – meeting with Cale Dunbar, President, Brandon Teachers' Association, and Dr. Linda Ross, Board Chair
- October 14, 2020 – IBM Data Governance Team meeting
- October 15, 2020 – Operational Divisional Leadership Team (DLT) meeting
- October 15, 2020 - COVID-19 Liaison Meeting with Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Association of School Business Officials
- October 15, 2020 – meeting with Ted Fransen, Superintendent of Education/CEO, Pembina Trails School Division
- October 15, 2020 – Manitoba Education K-12 COVID Update meeting
- October 15, 2020 – meeting with Penny Gilson, CEO, Prairie Mountain Health; and Dr. Amy Frykoda, Medical Officer of Health
- October 16, 2020 - Southwest Superintendents Group meeting
- October 16, 2020 – IBM Data Advisory Team meeting
- October 16, 2020 – Manitoba Education K-12 Remote Learning meeting
- October 19, 2020 - K-12 Weekly Conference Call – Manitoba Association of School Superintendents, Manitoba School Boards Association, Manitoba Association of School Business Officials

IV. SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>INAPPROPRIATE BEHAVIOUR</u>	<u>ASSAULTIVE BEHAVIOUR</u>	<u>DRUGS AND ALCOHOL</u>
Elementary	2 total	-	2	-
High School	5 total	4	-	1
		* 2 vaping	* 0 weapons	

* Infractions may fall under more than one category.

V. INFORMATION ITEMS

1. MANITOBA EDUCATION CORRESPONDENCE

LETTER FROM HONOURABLE KELVIN GOERTZEN, MINISTER, EDUCATION

For Information Dr. Casavant

Correspondence was received from Honourable Kelvin Goertzen, Minister, Education proclaiming September 28 to October 2, 2020 as School Support Staff Recognition Week. The proclamation provides an opportunity to recognize and acknowledge the work being done by school support staff as they dedicate themselves to supporting the education of Kindergarten to Grade 12 students in Manitoba. The COVID-19 pandemic has demonstrated

the great importance of school support staff in keeping children safe, as well as maintaining a high quality of education for students.

LETTER FROM HONOURABLE KELVIN GOERTZEN, MINISTER, EDUCATION

For InformationDr. Casavant

Correspondence was received from Honourable Kelvin Goertzen, Minister, Education proclaiming October 2020 as Dyslexia Awareness Month. The Learning Disabilities Association of Manitoba estimates 10-15% of the Canadian population struggles with a learning disability, and that up to 80% of children with learning disabilities have difficulty learning to read. Manitoba Education is committed to improving literacy and numeracy outcomes for all students in Manitoba.

2. HIGH SCHOOL INDIGENOUS LANGUAGE COURSE REVIEW 2019/2020

For InformationM. Gustafson

For the 2019/2020 school year, Anishinaabemowin/Ojibwe, Cree and Michif were offered on a semester basis with 65 minutes of instruction per day inside the standard timetable. Dakota was not offered as there was no instructor available.

Demographic Measures	
Grade Distribution	
Grade 9	75.4%
Grade 10	17.6%
Grade 11	3.5%
Grade 12	3.5%
Language Course Selection	
Cree	52.6%
Anishinaabemowin/Ojibwe	47.4%
Credit Completion	
Student Enrolled in the 3 courses	57
Credits Received	55
4 Year Enrollment Measure	
2016/2017 School Year	153
2017/2018	53
2018/2019	53
2019/2020	57

VI. PRESENTATIONS

MANAGEMENT AND INFORMATION SYSTEMS TECHNOLOGY UPDATE

For Information B. Ewasiuk

Brent Ewasiuk, Director, Management and Information Systems Technology (MIST), will provide an update on the MIST 8-year work plan, as well as a MIST update in relation to the Brandon School Division Continuous Improvement Plan.

B. Business Arising for Board Action

I. INFORMATION FOR DISCUSSION AND CORRESPONDENCE

PERSONNEL REPORT

For Information T. Mendel

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.

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**



BRANDON SCHOOL DIVISION

Education and Community Relations Committee Minutes

Tuesday, October 13, 2020 – 6:00 p.m.
Boardroom, Administration Office

Present: S. Bambridge D. Kejick
L. Letain J. Murray
L. Ross

Also Present: D. Labossiere M. Casavant

Regrets: K. Fallis

I. Assignment of Spokesperson for the Committee

Trustee Sherilyn Bambridge, Chairperson for the Committee of the Whole, discussed with Trustees that a spokesperson be assigned for the Committee. It was agreed that Trustee Letain would serve as spokesperson for the Education and Community Relations Committee for 2020-2021.

1. COMMITTEE ITEMS

A. **Tipi Tour – 3rd Tipi Installation**

Dr. Marc Casavant, Superintendent/CEO, spoke to this item, indicating that Green Acres School would like to request the third Tipi the Division has committed to installing. He noted they have discussed the theme of the Tipi would be Healing, with the plaques inside the tipi noting different types of healing. Additional information will be brought to the Committee in March 2021, with the Tipi Ceremony taking place in September 2021.

The Committee agreed, in principle, with this request.

B. **Research Request – *Effects of COVID-19 on Education: Using Photo Images to Capture Living History***

The Brandon School Division Research Committee and Dr. Casavant reviewed the research request from Dr. Shelley Kokorudz, Brandon University, and are recommending it to the Board for approval. Dr. Kokorudz's objective of this qualitative arts-based research is to capture the return to Kindergarten to Grade 12 schools in the form of images during the COVID-19 pandemic. She aims to document via photographs some of the effects in schools, and to use the data in an analysis of the effect of COVID-19 on Education. The researcher is hopeful that the analysis of the data will assist and contribute to the processes of educational reform as educators plan for future delivery and best practice for current and future generations. Participation is voluntary, with consent to be requested from parents/guardians of students, and from teaching and support staff. Participants may be withdrawn at any point, and no names will appear in any publication resulting from this research.

The Researcher intends to publish a book to document this unprecedented return to school, and a copy of this book will be provided to the library of each participating school.

The Brandon School Division Research Advisory Committee submitted a recommendation for approval, noting that they request that Dr. Kokorudz be mindful of each school's COVID practices, and be cognizant of putting more tasks on teachers at this busy time.

Trustees asked questions for clarification. The Committee agreed to the recommendation as presented.

Recommendation:

That the Board approve the research request from Dr. Shelley Kokorudz, Department of Psychology and Student Services, Faculty of Education, Brandon University, for the research project entitled "*Effects of COVID-19 on Education: Using Photo Images to Capture Living History*".

C. Programming Request – For Information – In-Camera Discussion

The Superintendent/CEO provided information on a Student Matter.

2. OPERATIONS INFORMATION

NEXT MEETING: Monday, November 9, 2020, 6:00 p.m., Boardroom.

Respectfully submitted,

L. Letain



BRANDON SCHOOL DIVISION

Finance and Facilities Committee Minutes

Tuesday, October 13, 2020 – 6:00 p.m.
Boardroom, Administration Office

Present: S. Bambridge D. Kejick
L. Letain J. Murray
L. Ross

Also Present: D. Labossiere M. Casavant

Regrets: K. Fallis

I. Assignment of Spokesperson for the Committee

Trustee Sherilyn Bambridge, Chairperson for the Committee of the Whole, discussed with Trustees that a spokesperson be assigned for the Committee. It was agreed that Trustee Ross would serve as spokesperson for the Finance and Facilities Committee for 2020-2021.

1. COMMITTEE ITEMS

A. Review Preliminary 2019-2020 Results

Mr. Denis Labossiere, Secretary-Treasurer, reviewed the preliminary 2019-2020 results and indicated that the auditors performed their field audit in September and are currently completing their audit and will present to the Board on October 26th. He also reviewed the 2019-2020 Operating Fund – Schedule of Revenue, Expenses and Accumulated Surplus.

Mr. Labossiere reviewed the Variance Summary Report and highlighted changes. After transfers to Capital, the Net Current Year Deficit is approximately (\$1.8) million. Of this amount, approximately \$1.7 million was for capital projects identified in the designated surplus for June 30, 2019.

The Accumulated Surplus at June 30, 2020 is approximately \$3.7 million, of which \$1.5 million is designated and \$2.2 million is undesignated net of non-vested sick leave. Based on Provincial calculations the surplus amounts to 4.09% of 2019-2020 Operating Fund Expenses.

Mr. Labossiere also advised that the Division's Administration cost for 2019-2020 was 2.60% of expenses, and under the Provincial limit of 2.94%.

Trustees asked questions for clarification and accepted the reports as presented.

B. Individual Trustee Requests

The Committee reviewed the Trustee Budget Request form. Trustee Murray requested that this year be treated as an election year so that the Trustee Budget Request deadline would be changed from October 31st to December 15th, to give opportunity for the new Trustees elected through the By-Election on November 4th to put forth budget requests.

The Committee agreed to this request.

C. Establish Stakeholder Questions

The Committee reviewed and discussed the Stakeholder Feedback questions for 2021-2022. Due to COVID-19, Trustees agreed that no in-person Stakeholder meetings would take place for the 2021-2022 Budget, instead, the stakeholder groups will be sent the 2021-2022 Stakeholder Budget Feedback Form to complete and return to the Secretary-Treasurer's Office. The feedback would then be reviewed by the Board.

D. RFP – Interactive Flat Panel Display Units and Mounts

The Secretary-Treasurer reviewed the Tender regarding the supply and installation of 45 interactive flat panels, mounts and 3 year licensing and answered Trustee questions.

The Committee agreed to the recommendation as presented.

Recommendation:

That the tender from Inland Audio Visual in the amount of \$201,242.15 (including taxes), for the supply and installation of 45 interactive flat panels, mounts and 3 year licensing of which \$101,079.87 is to be funded through the New School Capital Reserve and \$100,162.28 through the 2020-2021 Operating Budget, be accepted.

E. COVID-19 – 2020-2021 Incremental Costs

The Secretary-Treasurer provided information to Trustees on the expenditures and 2020-2021 Projected Cost summary due to COVID-19. He noted that he will provide the Board with monthly updates on these costs.

F. Confirm Payments of Account (June, July and August)

The payments of account for the months of June, July and August were provided for information.

The reports were accepted as circulated.

G. Review Monthly Reports (July and August)

The Monthly Reports for the months of July and August were provided for information.

The reports were accepted as circulated.

2. OPERATIONS INFORMATION

- The Secretary-Treasurer provided an update on the following:
 - Maryland Park School - Progress
 - Crocus Plains Regional Secondary School – Roof

NEXT MEETING: Monday, November 9, 2020, 6:00 p.m., Boardroom.

Respectfully submitted,

L. Ross



BRANDON SCHOOL DIVISION

Personnel and Policy Committee Minutes

Tuesday, October 13, 2020 – 6:00 p.m.

Boardroom, Administration Office

Present: S. Bambridge D. Kejick
L. Letain J. Murray
L. Ross

Also Present: D. Labossiere M. Casavant

Regrets: K. Fallis

I. Assignment of Spokesperson for the Committee

Trustee Sherilyn Bambridge, Chairperson for the Committee of the Whole, discussed with Trustees that a spokesperson be assigned for the Committee. It was agreed that Trustee Murray would serve as spokesperson for the Personnel and Policy Committee for 2020-2021.

1. COMMITTEE ITEMS

A) **Personnel Matter - In-Camera**

Dr. Marc Casavant, Superintendent/CEO, provided an update and discussed two (2) Personnel Matters.

B) **Personnel Matter - In-Camera**

Trustee Ross provided an update on a Personnel Matter.

2. OPERATIONS INFORMATION

The Committee received as information and discussed the following:

- MSBA Collective Bargaining Update:
 - NIL
- MSBA – CPI, Unemployment Rate, Regional Trends update:
 - August 2020
- MSBA Salary Bulletins regarding:
 - Pembina Trails – Non-Teaching Employees

NEXT MEETING: Monday, November 9, 2020, 6:00 p.m., Boardroom.

Respectfully submitted,

J. Murray

Executive Highlights

Monday, September 14, 2020

1. The Executive received and reviewed the association's draft 2019-2020 audited financial statements and the Audit Findings Report, as presented by KPMG partner Shawna Lounsbury.
2. The following committee re-appointment was approved: Lena Kublick, Lord Selkirk S.D. to the Convention Planning Committee.
3. The draft agenda for the upcoming fall general and regional meetings was shared. Discussions arose around possible PD option as part of the general meeting, which will be explored further in the coming weeks.
4. Upon careful consideration, the Executive made the determination to hold the association's 2021 Annual General Meeting in March virtually. Logistics related to hosting a virtual AGM will be sourced and shared with member boards in due course.
5. The Executive considered a request from a division that the association support a call to have the province re-instate travel restrictions for out of province travel. The division will be asked to formalize their request via a request for action to the Executive.
6. The Pembina Trails S.D. letter to Ministers Goertzen and Friesen concerning the public release of personal details surrounding the first confirmed case of COVID-19 in a school was discussed. Public health offered much less detail for two subsequent school cases, and it is anticipated this will be the Province's practice going forward.
7. Alan Campbell shared that the association has sponsored the September 15 Manitoba Chambers of Commerce's Power Hour. As a sponsor, Executive members are extended an invitation to attend this event.

JW/ak

Alan Campbell
President
president@mbschoolboards.ca

Sandy Nemeth
Vice-President
(6,000 students or more)
sandy.nemeth@lrsd.net

Floyd Martens
Vice-President
(fewer than 6,000 students)
fmartens@mvsd.ca

Vacant
Past President

Sherilyn Bambridge
Director Region 1
bambridge.sherilyn@bsd.ca

Leah Klassen
Director Region 2
leah.klassen@gvsd.ca

Lena Kublick
Director Region 3
lkublick@lssd.ca

Vaughn Wadelius
Director Region 4
vaughnw@mymts.net

Sandra Lethbridge
Director Region 5
sandra.letbridge@sjasd.ca

Julie Fisher
Director Region 5
jfisher@pembinatrails.ca

Chris Broughton
Director Region 6
cbroughton@wsd1.org

Questions about the items above? Contact any member of the MSBA Executive or Josh Watt, Executive Director.

The official minutes will be posted to the MSBA website once approved at the Executive's next meeting on October 19, 2020.

LEADERSHIP, ADVOCACY AND SERVICE FOR MANITOBA'S PUBLIC SCHOOL BOARDS

September 30, 2020

TO: Board Chair, Superintendent and Secretary-Treasurer, All Divisions and Districts

FROM: Josh Watt, Executive Director

RE: Summary—Current Provisions Concerning School Board meetings and By-elections

In light of several inquiries received at the association office recently, I am contacting you at this time to provide a summary of current requirements relating to the conduct of school board business, specifically school board meetings and by-elections to fill vacant seats. This information is current as of today's date, but is subject to future amendment.

1. The requirement that trustees physically attend a board meeting at least every three months has been suspended until March 16, 2021. This was communicated in a letter to all school board chairs from Assistant Deputy Minister Sarah Whiteford, dated September 10, 2020.
2. The requirement that the board chair, a trustee, the superintendent and the secretary-treasurer(or designates) be present in the board's meeting room during an electronic board meeting has been suspended for the duration of the 2020-21 school year. This was communicated in the same letter to school board chairs noted in point 1, above.
3. Public Health has advised that school board meetings fall into the category of services that are exempt from restrictions that were broadly imposed when the Capital Region COVID-19 Prevention Order came into effect on September 28, 2020. These exemptions are outlined in the order. As such, school board meetings are not required to adhere to limits on gathering size, although they do need to observe physical distancing and masking requirements. Provided that physical distancing measures can be observed, school board meetings may exceed limits on gathering size.
4. For those divisions currently involved in a by-election process, those by-elections are also considered to be in the category of services that are exempt from the restrictions imposed by the order cited in point 3, above. This means that restrictions on gathering size do not apply to the conduct of a by-election, but again, physical distancing and masking requirements must be observed.

I trust this information may answer some questions that are circulating within your school division. If you require further clarification, please email me at jwatt@mbschoolboards.ca. Thank you.

JW:hd



CONVENTION 2021

In light of continued uncertainty around evolving pandemic-related public health measures, the Manitoba School Boards Association's 2021 Annual Convention will be held virtually as a one-day event on Friday, March 19, 2021. The decision to go virtual was made by the provincial executive at its September meeting. Now that the format has been determined, the Convention Planning Committee has begun its work of planning an event that will incorporate all the necessary business elements of a typical convention, include a professional development component, and keep delegates engaged for the entire day. Watch for more details as they become available.

RESOLUTIONS DEADLINE

The deadline for receipt of resolutions to be considered at the association's 2021 convention is Friday, November 6, 2020. Resolutions received at the MSBA office by 4:30 p.m. on that date will be included on the agendas for the regional meetings that will be held later in November. Resolutions that are supported by a majority of trustees in attendance at a regional meeting will go forward to convention as regional resolutions. Proposed resolutions not adopted by the region may, with the concurrence of a majority of those present, be forwarded directly to the executive as a request for action. Any resolutions received after the November 6 deadline will go forward to convention only if the executive deems them to be emergent in nature.



For full details on the resolutions process, including step-by-step guidance contained in our new resolutions primer, check out the [Call for Nominations and Resolutions](#) that was distributed to all division offices in September.

ELECTIONS CANADA VIRTUAL RESOURCES

An Elections Canada pilot project that has enabled teachers in Manitoba to access professional development workshops about democracy and electoral processes is going virtual in its third and final year. Offerings include:



- personalized virtual [PD workshops](#) (15 to 60 minutes), for teachers, departments and professional learning communities, that guide participants through Elections Canada resources.
- virtual [classroom demonstrations](#), where education coordinators livestream into physical or virtual classrooms to facilitate or co-teach any of the available resources.

To learn more, contact [Joseph Péloquin-Hopfner](#), Elections Canada education coordinator providing professional learning services in Manitoba.

EXCELLENCE IN EDUCATION AWARDS

Nominations are open now until December 2 for Manitoba's Excellence in Education Awards. Nominees must hold a valid, permanent Manitoba teaching certificate, and work directly with kindergarten to Grade 12 students in a school setting on a daily basis. Awards will be presented in the following categories:



- teaching excellence (three awards);
- outstanding new teacher (one award);
- outstanding team collaboration (one award);
- outstanding school leader (one award); and
- Premier's Award for Excellence in Education (one award).

Each award recipient will receive \$500 and a framed certificate. Full details, including necessary forms and selection criteria, are available [online](#).

PUSHING BACK AGAINST HATE ONLINE

As reported in MediaSmarts [2019 Annual Report](#), a national survey of 1,000 youth ages 12 to 16 found that:



- 80% of youth think it's important to speak up when they see hate online, but only 10% frequently do so.
- youth look up to adults to model ethical digital citizenship, but have seen adults engaging in prejudice online.
- 70% said they would be more likely to push back if platforms had clear rules and tools to report the behaviour.
- parents and educators need to be prepared to support youth in pushing back against casual prejudice online in safe and respectful ways.

The report includes links to MediaSmarts resources designed to help talk to kids about online hate, and to help kids push back against it.

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Appendix 'E'

e-bulletin

October 21, 2020

MANITOBA

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REMINDER: RESOLUTIONS DEADLINE NOVEMBER 6

Don't forget—the deadline for receipt of resolutions to be considered at the association's 2021 convention is Friday, November 6, 2020. Resolutions received at the MSBA office by 4:30 p.m. on that date will be included on the agendas for the November regional meetings. Resolutions that are supported by a majority of trustees in attendance at those meetings will go forward to convention as regional resolutions. Resolutions received after the deadline will go forward to convention only if the executive deems them to be emergent in nature. For full details on the resolutions process, including step-by-step guidance on developing resolutions, check out the [Call for Nominations and Resolutions](#) that was distributed to all division offices in September.



NEW TO ZOOM?

While we've all become accustomed to meeting virtually over the past many months, we haven't all been using the same virtual meeting platform. Meetings and events organized by the Manitoba School Boards Association have been hosted on Zoom, and that will apply to the upcoming November general and regional meetings. If you haven't used Zoom before, or if you just want to become more comfortable with the software, check out our [Zoom How-to guide](#). It covers the basics of joining a meeting, etiquette and communicating during the meeting, and voting. And if you are looking for more in-depth information, the [Zoom Help Center](#) is a great resource.



CONFERENCE ALERT

[Indspire](#) is a national Indigenous charity that invests in the education of First Nations, Inuit and Métis people for the long term benefit of these individuals, their families and communities, and Canada. Each year, it holds a [National Gathering for Indigenous Education](#), to serve as a place where educators and partners can share their voices and work together to improve the educational outcomes of K-12 Indigenous students. This year, that event, like so many others, is going virtual.



The theme of the 2020 gathering is *Indigenous Knowledge: Our Path Forward*. It will take place over two days (November 26 and 27), and feature eight workshops, a keynote address by award-winning journalist and author Tanya Talaga, and an opportunity to network and share best practices with Indigenous educators

across the country. There will also be a pre-conference student panel discussion with three Indigenous students who will discuss their experiences in post-secondary educational settings. The panel discussion, which is open to the public, takes place at 7:00 p.m. EST on November 25, 2020. For more information or to register, visit the [conference website](#).

CSBA INDIGENOUS TRUSTEE PANEL

Earlier this month, the Canadian School Boards Association hosted an [Indigenous Trustee Panel discussion](#) in which a group of experienced Indigenous leaders in education explored questions related to their roles as trustees. Moderated by Renee St. Germain of the Assembly of First Nations, this panel discussion included topics such as moving away from tokenism towards actual diversity, why school boards should reflect those they serve and next steps in moving beyond the recommendations of the Truth and Reconciliation Commission to meaningful change. Definitely worth a listen by everyone working to build public schools where all children thrive!



MEDIA LITERACY WEEK

[Media Smarts](#), Canada's Centre for Media and Digital Literacy, will be kicking off its annual [Media Literacy Week](#) on Monday, October 26. The launch will be marked by an online event for kids ages 5-12 (parents and teachers welcome). What's Behind the Frame: Explore Media and Digital Literacy with the House Hippo, will examine how the house hippo's lessons are more relevant today than ever. Other workshop topics throughout the week include Break the Fake: How to Tell What's True Online, and Journalism, Fake News and Disinformation. Descriptions and registration links for each event can be found on the [Media Literacy Week webpage](#). And while you're in the virtual neighbourhood, why not check out some of the other Media Smarts resources, which are organized both topically (online hate, digital citizenship, tobacco marketing, etc.) or by target audience (parents, teachers).



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