



## Committee of the Whole Board

September 11, 2017  
Education Centre, Board Room

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### MINUTES

**Present:** T. Waldschmidt – Committee Chair, G. Anderson, R. Collver, D. Dean, B. Doyle (arrived at 8:01 p.m.), A. Felsky, J. Harris, J. Richardson, K. Sandy, C.A. Sloat, J. Hsiao (Student Trustee), L. Kelly (Student Trustee)

**Via Teleconference:** D. Sowers

**Administration:** Director - B. Blancher; Superintendents - D. Abbey, W. Baker, L. De Vos, D. Martins, S. Sincerbox, L. Thompson, R. Wyszynski; Recording Secretary – L. Howells

**Regrets:**

**Trustees:** Nil  
**Administration:** Nil

**A – 1 Opening**

**(a) Roll Call**

The meeting was called to order by Committee Chair, T. Waldschmidt at 6:30 p.m. for the purpose of conducting the In Camera Session.

**(b) Declaration of Conflict of Interest**

Nil.

**(c) In Camera Session**

Moved by: J. Richardson

Seconded by: G. Anderson

THAT the Board move into In Camera Session to discuss personnel, and legal matters at 6:30 p.m.

**Carried**

**(d) Welcome to Open Session**

The Public Session meeting was called to order by Committee Chair, T. Waldschmidt at 7:15 p.m.



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### (e) **Agenda Additions/Deletions/Approval**

Presented as printed. D. Dean requested one addition under Other Business.

F-1-a Trustee Expenses

Moved by: J. Harris

Seconded by: J. Richardson

THAT the agenda be approved as amended

**Carried**

### (f) **In Camera Report**

Moved by: G. Anderson

Seconded by: A. Felsky

THAT the Grand Erie District School Board approve C-1-c.

**Carried**

### B – 1 **Business Arising from Minutes and/or Previous Meetings**

#### (a) **Boundary Review Request for McKinnon Park Secondary**

R. Wyszynski referred to the Boundary Review – McKinnon Park Secondary School report and provided a brief overview of the background, additional information and recommendations with regards to the catchment area of McKinnon Park. R. Wyszynski noted public meetings will be held in the following communities beginning November 2017:

- Six Nations Elected Council and Education Committee,
- Mississauga of the New Credit
- McKinnon Park

D. Dean asked, as we look at the boundary review for McKinnon Park does this impact Hagersville and Cayuga communities? B. Blancher responded that it will but there is a lot of room at Hagersville and Cayuga.

J. Richardson requested clarification of who makes up the committee and does the committee meet outside of the public meeting. B. Blancher responded providing a list of as per FT119 and noted we may need to take a look if there is anyone else that we need to add and would also recommend that the committee meeting occur after the public meetings. C.A. Sloat noted FT119 is coming up for review in November and we have had a lot of recent experience to make the procedure better going forward. C.A. Sloat indicated we need



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to know where the Six Nations students attending McKinnon Park student are living to understand the issue. B. Blancher responded that when we take the tuition agreement back to Six Nations, we are always asked about enrolment at McKinnon Park. The Director referred back to the recommendations from the 2014 Haldimand Secondary Accommodation Review Report.

R. Collver likes that fact the Indigenous Education Team is talking to Band Council and asked what message they are sharing. B. Blancher responded that as part of the role of Native Advisor is to be the liaison between Six Nations and Grand Erie. Our Native Advisor attends Band Council Education Committee meetings and the topic of secondary school boundaries on Six Nations has surfaced several times over the past two years.

R. Collver asked is there information regarding where students on Six Nations attend secondary school. B. Blancher responded that we do have a map to identify where the Six Nation students live and which school they attend. R. Collver asked if Trustees will be provided with that map. B. Blancher responded it will be updated with current data and provided to Trustees.

G. Anderson noted that prior to amalgamation there were clear boundaries that included Six Nations and Mississaugas of the New Credit but since amalgamation, these were not enforced.

Moved by: R. Collver

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve a Boundary Review for McKinnon Park Secondary School to begin November 2017.

**Carried**

### (b) **Report on Extension Funding**

R. Wyszynski referred to the Extension Agreement Funding report providing a brief overview and reviewed the breakdown on how Grand Erie used the staffing allocations for each of the union groups: Elementary Teachers' Federation of Ontario (ETFO), Ontario Secondary School Teachers' Federation (OSSTF), Professional Student Services Personnel (PSSP), Canadian Union of Public Employees (CUPE) which included:

- ETFO Positions: 2.0 FTE (Full Time Employee) Elementary Program Support Staff, 6.0 FTE Teachers to Address Targeted Special Education Needs; and 2.0 FTE System Priority Funding
- OSSTF Positions: 15 teaching section provided through special education and 21 additional sections provided through the secondary programming system investment



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- PSSP Positions: 1.0 FTE Support Staff
- CUPE Positions: 8.0 FTE Education Assistants, 1.0 FTE Computer Technician, pool hours for IT, clerical and 7 service departments, 1.0 FTE Maintenance Trades III and 3.85 FTE permanent pool caretakers

C.A. Sloat noted it is nice to see clarification of where the money has been spent.

R. Collver does appreciate the report to help Trustees understand where the \$2.639M has been spent and that it's important to remind the system this is only for 2 years.

Moved by: G. Anderson

Seconded by: A. Felsky

THAT the Grand Erie District School Board receive the report, Extension Agreement Funding.  
**Carried**

### (c) **Terms of Reference – Safe and Inclusive Schools Committee**

W. Baker referred to the Safe and Inclusive Schools Committee Terms of Reference report and provided a brief overview. W. Baker noted that the co-Chairs of the committee C. Bibby and H. Knill-Griesser were present.

C.A. Sloat noted 3.3 creates concern for her and would request that we come up with clear parameters around what this means. W. Baker will take this away for consideration.

D. Dean commented that he supports this but did note concern that not all safety equates to equity and inclusivity.

A. Felsky noted her delight to make this a standing committee.

G. Anderson noted his support and understands D. Dean's concerns.

Moved by: A. Felsky

Seconded by: D. Sowers

THAT the Grand Erie District School Board approve Safe and Inclusive Schools Committee Terms of Reference.

**Carried**



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### C – 1 Director's Report

The Director highlighted:

- Minor updates have been made to the Manuals to SO15 Field Trips and Excursions – updates remove some duplication and provide clarification regarding confirming insurance, requirements with water package trips, CSA approved helmets required for winter sports.
- Ministry of Education updates
  - Province announced plans for updated curriculum and new report cards which will be introduced in 2018-19.
  - Ontario's Education Equity Action Plan – new three-year strategy to reduce systemic barriers and ensure that all Ontario students reach their full potential
- September 15 – PA Day for both Elementary and Secondary Schools
- Lynndale Heights Elementary – a letter has been sent to Mayor Luke and Norfolk County Council to request overflow use of Lynndale Park as the current plan is to put portables on Lynndale Heights to accommodate the Students from Elgin Ave during the building renovations.

D. Dean spoke about the Trustee Learning Sessions and reminded Trustees a session is scheduled on Sept 18, 2017 to review the Privacy Assessment Report. D. Dean further noted that six topics have been received to date: Privacy Management, TRC, Data Dashboard, Student behaviour, Adult Education and Equity Action Plan and would like to come to a decision on three topics. C.A. Sloat requested that we get more background information for each of the topics before Trustees decide as some of these may mean different things to each Trustee. J. Harris requested we ask the Executive Assistant to prepare a poll and send out to Trustees. T. Waldschmidt recommends the topics, the background and decision be discussed at the September 18 Trustee Caucus session.

R. Collver asked if the recent announcement on Well Being for Students is for new funding?  
B. Blancher responded that we have not received any information on the funding piece to date.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board receive the Director's Report of September 11, 2017 as information.

**Carried**

### D – 1 New Business – Action/Decision Items

Nil



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### D – 2 New Business – Information Items

#### (a) Enrolment Update

R. Wyszynski referred to the Enrolment Update date report and reviewed the laydown data report which included enrolment projections, actual enrolment as of September 8, 2017 and the enrolment history.

C.A. Sloat asked D. Abbey if Grand Erie submitted ONSIS data on time. D. Abbey responded we did.

C.A. Sloat asked if this increase will have impact on staffing? S. Sincerbox responded not at this time but he will have a better idea within the next week or so.

*B. Doyle arrived at 8:01 p.m.*

R. Collver noted a report will be coming from Quality Accommodations to Trustees with recommendations of developing a strategy to build our enrolment.

Moved by: G. Anderson

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the Enrolment Update report as information.

**Carried**

#### (b) Data Report – Supervised Alternative Learning (SAL) Annual Report

D. Martins referred to the Data Report – Supervised Alternative Learning (SAL) report and reviewed the 2016-17 school year data which consisted of:

- Percentage of Students by Age Profile including Male to Female Ratio
- Number of Students by Activity Group
- Student Enrolment
- Credit Summary
- Cumulative Data Summary Analysis

D. Martins noted the data demonstrates continued success for the students within the SAL program and reviewed the rationale for some of the changes in current data/trends and potential changes in the future.



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G. Anderson asked if we still get the students from Houghton? D. Martins responded we had approximately six to eight Grade 8 students apply to the SAL program last year and did see success with some of them. G. Anderson asked what are the reasons for the declined applicants? D. Martins responded that it could be the parents who declined.

J. Harris noted having worked on this committee it is an unsung story of getting kids engaged and thanked the staff for their hard work.

Moved by: G. Anderson

Seconded by: J. Richardson

THAT the Grand Erie District School Board receive the Data Report – Supervised Alternative Learning as information.

**Carried**

### (c) **Alternative Education / Turning Point Report**

D. Martins referred to the Alternative Education Program Report and provided Trustees with an update on changes to the alternative education programs which include Indigenous Alternative Programs and Turning Point Programs.

D. Martins noted an attendance audit was completed in the Spring of 2016 by the Ministry of Finance and the recommendations from the audit were implemented in September 2016 which included:

- Additional eLearning opportunities
- Cooperative education opportunities
- Credit recovery
- Removal of independent learning courses

D. Martins noted the top three options within our Turning Point programs are:

1. Full day cooperative education learning
2. Cooperative education + e-Learning course
3. Cooperative education + credit recovery (face to face)

D. Martins reviewed the 2016-17 Student Achievement data for each of the programs and provided a brief overview on the next steps which have a direct connection between the Multi-Year Plan and the Alternative Education Programs.

R. Collver commented that she is impressed with what D. Martins and her team were able to do with this and thanked them for their efforts. R. Collver noted that we did have some challenges/barriers around the e-learning and asked how did we get around that barrier. D.



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Martins responded we found that Wi-Fi viability for iPads, laptops and tablets was an issue, we provided more desktop computers that have a hardwire connection to the network at schools and established some additional accessibility points and other satisfactory work arounds.

J. Harris thanked D. Martins for her excellent work.

J. Harris asked D. Abbey if the infrastructure changes coming into play. D. Abbey responded simultaneous moving to fibre, we also moved to broadband modernization. D. Abbey also noted we will be deploying Software Defined Wide Area Network (SD-WAN) devices to schools identified by the Ministry of Education to increase network access that cannot be reached by fibre service providers.

Moved by: R. Collver

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive the Alternative Education Program report as information.

**Carried**

### E – 1 **Bylaw/Policy/Procedure Consideration - Action/Decision Items**

#### (a) **SO20 Assessment, Evaluation and Reporting**

D. Martins noted Policy SO20 Assessment, Evaluation and Reporting has been identified for review. D. Martins noted this policy will be going out for comment and referred to the minor revisions.

Moved by: J. Harris

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board forward Policy SO20 Assessment, Evaluation and Reporting to all appropriate stakeholders for comments to be received by December 1, 2017.

**Carried**

#### (b) **HR107 Maintaining Employee Safety while Working with Identified Exceptional Students**

L. Thompson noted Procedure HR107 Maintaining Employee Safety while Working with Identified Exceptional Students has been identified for review. L. Thompson noted this procedure will be going out for comment and referred to the minor revisions.

R. Collver seeking clarification if this will be going out with “Exceptional”. J. Harris recommends it goes around as is and wait for comments. R. Collver believes we should be





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sending out to stakeholders what the Board believes it should read. The consensus was to remove "Exceptional".

Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the Grand Erie District School Board forward Procedure HR107 – Maintaining Employee Safety While Working with Identified Exceptional Students to all appropriate stakeholders for comments to be received by December 1, 2017.

**Carried**

(c) **HR121 Injury/Incident/Disease Investigation and Reporting**

R. Wyszynski noted Procedure HR121 Injury/Incident/Disease Investigation and Reporting has been identified for review. R. Wyszynski noted this procedure will be going out for comment and referred to the minor revisions.

Moved by: J. Harris

Seconded by: B. Doyle

THAT the Grand Erie District School Board forward Procedure HR121 – Employee Injury/Incident/Disease Investigation and Report Procedures to all appropriate stakeholders for comments to be received by December 1, 2017.

**Carried**

(d) **P106 Home Instruction**

L. De Vos noted Procedure P106 Home Instruction has been identified for review. L. De Vos noted this procedure will be going out for comment and referred to the minor revisions.

G. Anderson asked if we keep of list of staff who can do home instruction or is it fluid. S. Sincerbox noted it is fluid.

Moved by: G. Anderson

Seconded by: K. Sandy

THAT the Grand Erie District School Board forward Procedure P106 Home Instruction to all appropriate stakeholders for comments to be received by December 1, 2017.

**Carried**



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(e) **F4 Trustee Honoraria**

R. Wyszynski referred to comments received and revisions made.

Moved by: G. Anderson

Seconded by: J. Harris

THAT the Grand Erie District School Board approve Policy F4 Trustee Honoraria Process.

**Carried**

E – 2 **Procedures Consideration – Information Items**

(a) **HR118 Occasional Teacher Performance Appraisal**

S. Sincerbox referred to comments received and revisions made.

Moved by: J. Harris

Seconded by: G. Anderson

THAT the Grand Erie District School Board receive Procedure HR118 Occasional Teacher Appraisal as information.

**Carried**

F– 1 **Other Business**

(a) **Trustee Expenses**

D. Dean shared that it has come to our attention that we need to make some changes to the expense claim. D. Dean requested L. Howells provide a brief overview on the proposed process with respect to Trustee Expenses. There was much discussion and the Trustees support this new process.

G – 1 **Correspondence**

(a) **OSPBA Letter – June 23, 2017**

R. Collver asked do we need to have conversation, take any action, push this forward if OSPBA continues to increase fees. C.A. Sloat responded there is a new Executive Director and he has new ideas.

Moved by: D. Dean

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive correspondence as information.

**Carried**



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### H – 1 Adjournment

Moved by: G. Anderson

Seconded by: C.A. Sloat

THAT the meeting be adjourned at 9:15 p.m.

**Carried**

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Committee of the Whole Board Chair, Tom Waldschmidt