



Committee of the Whole Board Meeting

January 14, 2019
Education Centre, Board Room

MINUTES

Present: R. Collver – Committee Chair, G. Anderson, D. Dean, E. Dixon, B. Doyle, S. Gibson, J. Richardson, C.A. Sloat, C. Speers, C. VanEvery-Albert, J. Hsiao (Student Trustee), A. Hauser (Student Trustee), A. St. Pierre (Student Trustee)

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: D. Werden
Administration: Nil

A - 1 Opening

(a) Roll Call

The meeting was called to order by Committee Chair, R. Collver at 6:45 p.m.

(b) Declaration of Conflict of Interest

Nil

(c) In Camera Session

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Board move into In Camera Session to discuss personnel, legal and property matters at 6:45 p.m.

Carried

(d) Welcome to Open Session

The Public Session meeting was called to order by Committee Chair, R. Collver at 7:16 p.m.

C. VanEvery-Albert shared the Thanksgiving Address handout with Trustees.

R. Collver commented to ensure all Trustees are in accordance with Bylaw 28, trustees re-read the Trustee Code of Ethics.



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

Presented as printed. J. Hsiao requested Secondary School Year Calendar – Semester 2 Exam Schedule be added as F-1-b.

Moved by: G. Anderson

Seconded by: J. Richardson

THAT the Agenda be approved, as amended.

Carried

(f) **In Camera Report**

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the Term appointment of the Teacher Consultant, Intermediate Student Success from January 14, 2019 to June 30, 2021 (with the possibility of extension) pending Board budget approval.

Carried

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

Nil

C - 1 **Director's Report**

Director's highlights:

- Our first meeting of 2019 – Happy New Year and welcome back to everyone.
- January is Kindergarten registration month and the process is underway in all of our schools. French Immersion Kindergarten registration deadline is February 8th.
- Elementary PD Day – Monday, January 21st for the purpose of student assessment and reporting. Teachers will be working on their Term 1 Report Cards.
- January is also the last month of Semester 1 in our secondary schools and staff and students are preparing for final exams that begin on January 24th.
- Parents Reaching Out Grants (PRO) – as has been reported previously, the announcements of these grants were delayed due to the government line by line audit of all accounts. We usually hear about these in September. On December 21, Director Blancher received a memo from Assistant Deputy Minister Denise Dwyer to let us know that Grand Erie has been awarded \$30,599 for PRO grants for 2018-19 to support 31 School Council projects. These grants support parents in identifying barriers to parent engagement in their own community and to find local solutions to



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involve more parents in support of student achievement and well-being. Director Blancher noted she is pleased with the number of projects being supported as this reflects an increase from 2017-18 where 24 projects received funding also reflects almost an additional \$8,000 in funding. Schools have been informed and provided with information and direction on using the grants.

- 2018-19 Grand Erie's Parent Involvement Committee (GEPIC) Grants Recipients – on January 11, 2019, GEPIC announced the recipients of its 2018-19 Parent Engagement grants. Each December, school councils apply for these grants to support parent engagement through parent-focused events or activities. Generally, they also support student achievement and align with Grand Erie's Multi-Year Plan, *Success for Every Student*. In total, \$5,350 in funding was distributed through 12 GEPIC grants, making an impact at 23 Grand Erie Schools.
- Summer Learning Program (SLP) – Director Blancher received a message from the Council of Directors of Education (CODE) today regarding SLP for 2019, the purpose is to provide an update on the funding decision for the SLP 2019. The most recent SLP was a 3-year agreement between CODE (which manages the program) and the Ministry of Education. The agreement has expired and the decision regarding funding for this summer and beyond will be made as part of the Grants for Student Needs (GSN) process this spring. This of course means that a decision regarding SLPs will not be made until March or April at the earliest. Superintendent De Vos and Director Blancher will have a conversation about whether we want to move forward with any planning with the hopes that we will receive funding.
- Indigenous Graduation Coach Pilot Project – Director Blancher wants to make Trustees aware of this pilot project that was communicated in an email from Assistant DM Denise Dwyer on January 10, 2019. We were surprised by this announcement as we were not expecting this – the Transfer Payment Agreement (TPA) refers to the project commencement date as September 4, 2018 but as noted, this is the first we have heard about this. Many of the TPAs are backdated due to the fact that they were put on hold after the provincial election and could not be released until after the government's line by line audit was completed. There are a number of complex factors involved including a lot of up front planning and organization – had we received the TPA in the spring we could have spent time prior to the end of June and the summer to ensure that all of this was in place. Only 17 school boards are part of this project and in Grand Erie we have been allocated just over \$145,000 for 2 positions that have been designated, by the Ministry, to support McKinnon Park and Hagersville Secondary Schools. Superintendent Martins and her team have had an initial look at the description of this project and they are currently faced with more questions than answers. Superintendent Martins is connecting with the Indigenous Education Office at the Ministry as we need these questions answered before we move forward. The agreement states that the Indigenous Graduation Coach is not a



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teacher and while we have been given a list of characteristics for the role, we have not been given what the qualifications might be. Director Blancher noted we wanted to bring awareness to this project but at this time we don't have a lot of details.

- Policy Program Memorandum 9 (PPM9): Reporting of Children in Need of Protection – On January 8, Assistant DM Denise Dwyer sent a memo regarding updates made to PPM9 that reflect changes stemming from *The Child, Youth and Family Services Act, 2017* (CYFSA) which came into force on April 30, 2018. The updated PPM summarizes the responsibilities of school boards with respect to the duty to report suspected abuses or neglect of children under the CYFSA. Effective January 1, 2018, Ontario increased the ages of protection to included children under 18, prior to this change, protection services were only available to children under 16. The duty to report suspected abuse or neglect does not apply to children 16 or 17 years old; however, a professional or member of the public who is concerned that a 16 or 17 years hold is or may be in need of protection may, but is not required to, make a report to a children's aid society (CAS) and the society is required to assess the report information. Under the leadership of Superintendent Thompson, we are currently in the process of updating the CAS Protocol with agencies. The revised protocol includes the updates outline in the revised *Child, Youth and Family Services Act* and PPM9. The revised PPM will be shared with school administrators and the work to date on the revised CAS Protocol will be referenced at the January 15, 2019 Director's meeting.
- Changes to the Smoke Free Ontario Act (SFOA) – Changes were scheduled to come into effect on July 1, 2018, however, these were paused following the election to give the new government the opportunity to carefully review the new regulations related to vaping. In late-fall, the new SFOA was enacted by the government and these changes include a significant one for schools and all school board sites. The new law bans smoking and vaping within 20 metres of school property. This means no smoking or vaping on any part of school property or adjacent grounds (i.e. sidewalks) unless it's 20 metres (or 65 feet) away from the school property. Those who break the law can be charged. It also means that we will have to work towards ensuring all of our schools and school board sites are smoke-free. Grand Erie staff are meeting with both the Brant and Haldimand-Norfolk Health Units. Together, they will develop an action planning moving forward. This plan will feature a working group that includes several school administrators as well as significant communications for our students, staff, parents/guardians and community users, need to be new signage, education materials and a process for dealing with those who violate the new law.



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C. VanEvery-Albert commented with respect to CAS and the Protocol, she noted that CAS no longer operates on Six Nations and we need to include Six Nations Child Welfare – Ogwadeni:deo. B. Blancher asked L. Thompson to respond. L. Thompson responded that we have been in contact with Ogwadeni:deo and they will be part of the Child Protection Protocol going forward.

C. Speers asked what date does the smoking bylaw take effect? B. Blancher responded that it is already in effect.

C.A. Sloat requested that Trustees be kept up to date/informed on activities happening with respect to the Parents Reaching Out and GEPIC Grants.

C.A. Sloat commented that these changes to the SFOA will now have impacts on our neighbours that may require additional management by the school administrators.

S. Gibson asked about the work with the Health Unit and will that include education with respect to vaping. B. Blancher responded that our Manager of Communication has met with the Brant Health Unit and the Haldimand-Norfolk Health Unit and yes it will include message, education etc.

Moved by: G. Anderson

Seconded by: D. Dean

THAT the Grand Erie District School Board receive the Director's Report of January 14, 2019 as information.

Carried

D - 1 New Business – Action/Decision Items

(a) Additional Appointment to the Special Education Advisory Committee

L. Thompson referred to the Additional Appointment to the Special Education Advisory Committee for the Grand Erie District School Board for the Term 2018-22 providing background, additional information and communication plan.

Moved by: E. Dixon

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the addition appointment of Tom Waldschmidt to the Special Education Advisory Committee, as recommended by the Special Education Advisory Committee, for the term December 2018 to November 2022.

Carried



D – 2 New Business – Information Items

(a) Category III Trips

B. Blancher referred to the Category III Trips report which included trips that were approved between July and December 2018 and previously approved trips that have not yet taken place.

J. Richardson asked if there is a bursary program to help students that can't afford to participate in these trips? B. Blancher responded there are not any bursary programs but there is a lot of fundraising that occurs and further noted that many of these trips are planned and approved two years out which allows for fundraising to occur.

Moved by: C.A. Sloat

Seconded by: C. Speers

THAT the Grand Erie District School Board receive the Category III Trips report as information.

Carried

(b) Grand Erie Learning Alternatives (GELA) Annual Report

D. Martins referred to the Grand Erie Learning Alternatives (GELA) Annual Report providing background and high level updates of Programs and Services offered by GELA which consisted of:

- Ministry of Education (MOE – for students under 21 years of age) that includes Day School, School Within a College (SWAC), Night School, Passion Courses, Dual Credit, Heritage Languages Elementary Program and After-School Help.
- Ministry of Education (MOE – for student under 21 years of age) – Summer School that includes eLearning, In-Class, Co-op and Literacy and Numeracy Program.
- Ministry of Education (MOE – for student over 21 years of age) that includes Mature Prior Learning Assessment and Recognition (MPLAR), Adult Day School, Adult Dual Credit, eLearning, Independent Study, Co-op, Personal Support Worker Certificate (PSW), Family Literacy Program.
- Other Ministry Offerings – Ministry of Children, Community & Social Services (MCCSS), Ministry of Immigration, Refugees and Citizenship Canada (IRCC), Ministry of Training, Colleges & Universities (MTCU) and CareerLink – Employment Ontario Service (EOS).

D. Martins provided a summary and a high level overview of the next steps.



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E. Dixon asked why GELA is no longer in Simcoe. D. Martins responded that GELA is still in Simcoe at the Simcoe Town Centre.

D. Dean noted this was an excellent report and is very pleased with it. D. Dean referred to page 3, summer school enrolment and credit increase in the area of eLearning, and asked do you see the increase going further? D. Martins responded eLearning is not our mainstay but given the rural nature of the Board, she does see it increasing. D. Dean further asked if it is easier to take an eLearning course? D. Martins responded that she would not consider eLearning easier and the students that usually take eLearning and are those who are independent learners who will be successful despite our educational support. D. Dean asked about the Passion Courses and are those regular offering programs? D. Martins responded these are very unique and special opportunities that support programs that otherwise cannot be offered during the regular school schedule.

S. Gibson asked if we are looking at expanding the PSW program? D. Martins responded that getting a teacher with qualification is a huge factor/challenge for us.

C.A. Sloat asked about the summer literacy program and noted the numbers are not strong, do we have any plans to target that program? D. Martins responded we tried to offer in Norfolk but the uptake was not there.

G. Anderson noted that this is a really well-written report and asked if the Catholic Board will ever do a summer school program. D. Martins responded that every year our team meets with our coterminous board and we don't believe it is going to be a competitive challenge for us with respect to student enrolment.

G. Anderson stated that GELA used to make us money and asked R. Wyszynski if that is still the case? R. Wyszynski responded that an analysis has not been completed but would suspect there is a loss. D. Martins further added that the GELA team is working with Business Services to ensure fiscal accountability for all program areas.

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Grand Erie Learning Alternatives (GELA) Report as information.

Carried



(c) **Enrolment vs Capacity by School Report**

R. Wyszynski referred to the laydown Enrolment vs. Capacity by School Report providing background, and high-level overview of both elementary and secondary enrolment, school capacity and utilization data as at October 31, 2018 compared to data from October 31, 2017.

G. Anderson commented that as stated there is a moratorium regarding pupil accommodation reviews but noted looking at the capacity numbers for both Graham Bell-Victoria Ps and Grandview PS, which are very close in proximity and not in an area with potential growth, that the Quality Accommodation Committee may want to consider closing one of those schools once the moratorium is lifted.

S. Gibson asked other than Child Care what are examples of other community partners in our schools. R. Wyszynski responded that we currently lease out space to a driving school academy at Dunnville Secondary School.

C.A. Sloat noted that some of the secondary schools still have portables when they have 75% capacity, i.e. North Park, and understand that some are used for storage etc. but asked why do we still have them? R. Wyszynski responded for example at North Park that the inconvenience to remove the portables from the school may not be worth the trouble as many would crumble if there was an attempt to move them.

J. Richardson asked for clarification, how many community partners are at Dunnville Secondary School? R. Wyszynski responded there are two and noted the other community partner is in the gym which is not a classroom space and is not part of the OTG.

G. Anderson asked for us to get a new secondary school in West Brant, do we need to close a school in Brantford. R. Wyszynski responded yes, we would need to close a Brantford school. G. Anderson further asked would we also need close Haldimand/Norfolk Secondary Schools. R. Wyszynski responded that may be a possibility but we would need to determine this through a business case scenario.

Moved by: D. Dean

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board receive the report Enrolment vs. Capacity by School report as information.

Carried



(d) **Funding Announcement Impact**

R. Wyszynski referred to the Impact of Ministry of Education Changes to 2018-19 Funding report providing background and high-level overview on the following:

1. Significant Impact on 2018-19 Fiscal Year Budget
 - Innovation in Learning Fund (9024)
 - Re-Engagement 12 and 12+ (9014-A)
2. Unknown Financial Impact on 2019-19 Fiscal Year Budget
 - Experiential Learning (9014-A)
 - Well-Being: Safe, Accepting and Healthy Schools and Mental Health – Theme Bundle (9018 and 9006)
 - Ontario Focused Intervention Partnership (OFIP) (9014)
3. No Financial Impact on 2018-19 Fiscal Year Budget
 - Renewed Math Strategy (RMS) (9014-E)
 - Lead Board for London Regional Field Office
 - Teaching Learning and Leadership Program
 - Physical Activity for Secondary Schools (PASS) Grants
 - Student Success Leaders Supporting Racialized Students
 - Support for Daily Physical Activity in Elementary Schools
 - Indigenous Student Learning and Leadership
 - Support Pilots on Ensuring Equitable Access to Postsecondary Education, 2018-19
 - Speak-Up Grants
 - Gap Closing in Literacy Grades 7-12
 - Indigenous Focus Collaborative Inquiry

Superintendent Wyszynski also reported that since the writing of this report, Transfer Payment Agreements have started to arrive and due to this, he will bring an update to the January 28th Board Meeting to keep Trustees informed.

Moved by: B. Doyle

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Impact of Ministry of Education Changes to 2018-19 Funding report as information.

Carried



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

(a) F6 Purchasing

R. Wyszynski noted that Policy F6 Purchasing has been identified for review and will be going out for comment. R. Wyszynski further noted that Policy F6 has been amended to include the companion procedure F107.

C.A. Sloat noted that it refers to the PCard manual and asked if the manual will be going out to comment? R. Wyszynski responded that the PCard Manual, which is strictly operational, will not be going for comment but that we can remove all reference to the PCard Manual from the policy.

C. VanEvery-Albert asked about single sourcing and requested if cultural items can be added to the policy. R. Wyszynski responded that he will speak with the Purchasing group regarding a cultural single source exception.

Moved by: G. Anderson

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board forward Policy F6 – Purchasing to all appropriate stakeholders for comments to be received by February 28, 2019.

Carried

(b) FT1 Major Construction Projects

R. Wyszynski noted that Policy FT1 Major Construction Project has been taken out of cycle to improve the operationalization of the policy. R. Wyszynski reviewed the suggestions revisions and note it will be going out for comment.

Moved by: E. Dixon

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board forward Policy FT1 – Major Construction Projects to all appropriate stakeholders for comments to be received by February 28, 2019.

Carried

(c) Bylaw 28 – Trustee Code of Ethics

B. Blancher noted that Bylaw 28 – Trustee Code of Ethics was received in February 2017 but we are required as per *Ontario Regulation 246/18 – Members of School Board – Code of*



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Conduct to review after each general election. B. Blancher noted this was sent out to Trustees for comments and reviewed the suggested revisions.

C.A. Sloat commented that the new regulation states that the new process for handling conflict of interest needs to be in place in school boards by March 1, 2019; OPSBA is creating a template for Boards to use. Since conflict of interest is referenced in Bylaw 28, Trustee Sloat recommends this Bylaw be referred to February until we receive further information. B. Blancher responded that if that is the will of the board, then we can refer to February 11, 2019 Committee of the Whole Board meeting.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board refer Bylaw 28 – Trustee of Code of Conduct to the February 11, 2019 Committee of the Whole Board Meeting.

Carried

E – 2 Procedure Consideration – Information Items

(a) P104 Supervised Alternative Learning (SAL)

D. Martins noted that Procedure P104 – Supervised Alternative Learning (SAL) and Other Excusals from Attendance at Schools has been identified for review and will be going out for comment.

D. Martins referenced to one minor edit on page 3, 13 b and page 6 manual - remove (see appendix H).

Moved by: B. Doyle

Seconded by: J. Richardson

THAT the Grand Erie District School Board forward Procedure P104 – Supervised Alternative Learning and Other Excusals from Attendance at School to all appropriate stakeholders for comments to be received by February 28, 2019, as amended.

Carried

(b) SO103 Safe Arrivals

W. Baker noted that Procedure SO103 – Safe Arrivals has been identified for review and will be going out for comment.



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Moved by: D. Dean

Seconded by: S. Gibson

THAT the Grand Erie District School Board forward Procedure SO103 – Safe Arrivals to all appropriate stakeholders for comments to be received by February 28, 2019.

Carried

(c) **SO106 Field Trips/Team Travel Booking**

B. Blancher noted the Procedure SO106 – Field Trips/Team Travel Booking has been identified for review and will be going out for comment.

Moved by: G. Anderson

Seconded by: C. Speers

THAT the Grand Erie District School Board forward Procedure SO106 – Field Trips/Team Travel Booking to all appropriate stakeholders for comments to be received by February 28, 2019.

Carried

(d) **SO102 Request for School Assistance in Health Care**

L. Thompson referred to the laydown Procedure SO102 Request for School Assistance in Health Care is not scheduled for board review until October 2020, however it requires updates due to the information released in Policy and Program Memorandum 161 – Supporting Children and Students with Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, and/or Epilepsy) in Schools that came into effect September 2018 and the Cannabis Control Act, 2017. L. Thompson noted Procedure SO102 has been renamed “Administration of Prescribed Medications, Including Medicinal Cannabis, in Schools.

C.A. Sloat stated she is worried that we are treating a student differently with medicinal cannabis. L. Thompson responded the PPM 161 states that parents can authorize schools to administer prescribed medication to their children, so the requirement of a medical practitioner’s signature has been removed from the procedure except for medicinal cannabis. Given the relative newness of the use of medicinal cannabis in schools, having certified medical practitioners, producers, license holders and retailers ensures the legitimacy of the request when it is made at the school.

C. Speers asked about storage of medicinal cannabis at school. L. Thompson responded it will be managed by the Principal like any other medicine.



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Moved by: C. Speers

Seconded by: G. Anderson

THAT Bylaw 9 – Processes for Development of Bylaws, Policies, Procedures and Protocols be waived with respect to circulating SO102 – Administration of Prescribed Medications, Including Medicinal Cannabis, in Schools to all appropriate stakeholders for comments.

Carried

Moved by: C. VanEvery-Albert

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive SO102 – Administration of Prescribed Medications, Including Medicinal Cannabis, in Schools as information, as amended.

Carried

F - 1 Other Business

(a) OPSBA Report

C.A. Sloat referred to the OPSBA Report for the December 2018 meeting.

Moved by: G. Anderson

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board receive the OPSBA reports as information.

Carried

(b) Revised Secondary Exam Schedule

J. Hsiao shared with Trustees student feedback regarding the planned revision to the June exam schedule, which was shared with families in December at the same time as the Board approved revised schedule. J. Hsiao provided proposed options.

B. Blancher thanked J. Hsiao for bringing the voice of students to table. B. Blancher noted on December 10 the revised calendar was approved but the decision regarding the exam schedule will be discussed with secondary administrators and shared solutions will be determined.

C.A. Sloat asked was it always the plan to double up exams? B. Blancher responded that was the plan.

C.A. Sloat requested an updated be given to Trustees after the Secondary team meeting.



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G - 1 Correspondence

Nil

H - 1 Adjournment

Moved by: D. Dean

Seconded by: C.A. Sloat

THAT the meeting be adjourned at 9:00 p.m.

Carried

Committee of the Whole Board Chair, R. Collver