



Committee of the Whole Board

October 16, 2017
Education Centre, Board Room

MINUTES

Present: T. Waldschmidt – Committee Chair, G. Anderson, R. Collver, D. Dean, B. Doyle, A. Felsky, J. Harris, J. Richardson, 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: K. Sandy

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: B. Doyle

Seconded by: A. Felsky

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 item be added under Other Business:

F-1-b: Constituent Concerns

Moved by: G. Anderson

Seconded by: J. Richardson

THAT the agenda be approved as amended

Carried

(f) **In Camera Report**

Nil

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

(a) **Violent Incidents in Schools – Grand Erie Perspective**

B. Blancher referred to the Violent Incidents in School – Grand Erie Perspective Report which is in response to Grand Erie Trustees' request for Senior Administration Team to consider whether or not Grand Erie is applying the right resources with respect to the January 17, 2017 Elementary Teachers Federation of Ontario (ETFO) call to action report addressing ETFO's perspective on a lack of support for students facing serious behavioural issues that can lead to violent incidents in classrooms.

B. Blancher further noted that after a review of Violent Incident Report data, including Count of Incident Type Descriptions, along with observation and experiences of Senior Administration in their various roles the conclusion is, that at this time, we are applying the appropriate resources.

A. Felsky expressed her appreciation for putting together this report and noted it was very helpful to see the breakdown in the data. A. Felsky further noted her concern that the trend is going to continue to increase and we don't have answers, what are we are going to do to ensure our students and staff are safe. B. Blancher referred to the page one of the report noting shared solutions and shared accountability are important, we can't predict what is going to happen and noted the list of supports currently in place to address this issue. A. Felsky noted she liked the shared responsibility, but her concern is does our staff feel that the response is appropriate and wondering how we are going to communicate this with our



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staff. B. Blancher responded we are working with our system support staff to provide assistance to frontline staff and we continue to monitor each situation.

C.A. Sloat asked for clarity on second point on page 2 under support for staff, “children are not ready to transition back to a regular classroom after two year”. L. Thompson responded that we take the transition of those students into account and they may stay at the current school.

R. Collver thanked B. Blancher for putting together this report and noted this is the start of the conversation and the ground work to engage in a conversation with our unions.

D. Dean noted that there seems to be plenty of support given to the children who commit the action but don’t see much for the kids who are affected by some of these actions and how to support them.

Moved by: B. Doyle

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the report on Violent Incidents in Schools – Grand Erie Perspective as information.

Carried

C – 1 Director’s Report

The Director highlighted:

- Revised PPM138 – Daily Physical Activity in Schools (DPA) – requested L. De Vos to speak to this item. L. De Vos provided a brief overview on the slight changes to the total minimum daily requirement of twenty minutes of moderate to vigorous physical activity can now be integrated across various curriculum areas in individual blocks of five, ten or fifteen minutes as an effective way of meeting the daily requirement
- Water Testing / Lead in the Water – requested R. Wyszynski to report on this matter as a results of the October 6 Toronto Star report are from 2016. R. Wyszynski noted this is old data and any adverse results have been addressed by our staff. Grand Erie is in full compliance with ministry regulations and guidelines for water quality and testing. Testing is done once a year and results are reported. There are also spot inspections by the ministry to ensure Grand Erie is fully compliant. The safety of our students and staff is our top priority. A. Felsky requested R. Wyszynski forward the link to Trustees.



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- Dress Purple Day in Brant / Brantford on October 24 organized by Brant Family and Children's Services, as is part of Child Abuse Prevention Month. Two Grand Erie Schools (Central and North Ward) will receive visits from a group of VIPs
- Paris Central Playground Committee (parents, staff, community members, etc.) are in the running for an Aviva Grant for their playground equipment. They will be promoting and encouraging the community to vote online for Paris to win the grant – voting ends of October 19th.
- Sod Turning at Fairview Avenue –due to the lateness of the contract award coming to Board for approval, construction started very soon after the award approval and right now in the beginning stages, the site is very messy. It is suggested that an event be held in December when the building starts to take shape or if it is the will of the board we will continue with a sod turning, then Sr. Administration is proposing Friday October 20 at 11:30 a.m. J. Richardson responded the construction is moving along and noted he is not available on October 20th. J. Richardson further noted that doing something once the school takes shape is appropriate. B. Doyle suggested a sod laying event. C.A. Sloat commented that this Friday is too soon and not enough notice has been given. B. Blancher responded if Trustees are not available we can certainly look at different dates. R. Collver added it is a tradition in Grand Erie and something needs to happen but is not willing to wait until a sod laying, B. Blancher agreed that something needs to happen and noted Sr. Administration will take a look for alternate dates.
- Local Government Week – takes place October 15-21 – should Trustees wish to participate by visiting a Grade 5 Social Science class or a Grade 10 Civics class, please follow the board protocol in contacting the local principals to arrange classroom visits.
- Parents Reaching Out (PRO) Grants – announcement of these grants was later this year than in previous two years. On September 29th, we received a memo announcing the approval of PRO grants for 24 Grand Erie Schools – 10 more than last year – lots of great projects that span from Math, Parent Voice, Family Art Nights, Well-Being and social media. Schools have been informed and provided with information and direction on using the grants.
- School Bus Safety Week - October 16–20
- Waste Reduction Week – October 16-22
- International Day for the Eradication of Poverty – October 17
- National School Safety Week – October 17-23

R. Collver requested that all communities in Grand Erie be encouraged to participate in the Purple Day event.



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Moved by: G. Anderson

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Director's Report of October 16, 2017 as information.

Carried

D – 1 New Business – Action/Decision Items

Nil

D – 2 New Business – Information Items

(a) Enrolment Update

R. Wyszynski referred to the Enrolment Update report which included enrolment projections, actual enrolment as of September 29, 2017 and the enrolment history.

C.A. Sloat noted the 197 drop and concerned if staffing was planned around these numbers. R. Wyszynski responded that double counting occurred in the September 11 report and has been corrected on this report. C.A. Sloat further noted her concern with the amount of high credit student numbers. B. Blancher responded we will monitor the high credit numbers.

Moved by: G. Anderson

Seconded by: J. Richardson

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

Carried

(b) Primary Class Size Report

R. Wyszynski referred to the Primary Class Size Report providing an overview on the background and Grand Erie Statistics for 2017-18.

Moved by: G. Anderson

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Primary Class Size Report as information.

Carried



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(c) **Data Report – Voluntary Indigenous Self-Identification**

B. Blancher referred to the Data Report – Voluntary Indigenous Self-Identification report providing a brief overview on the background, reviewed the number of indigenous self-identified students for Grand Erie and summary.

A. Felsky commented it is nice to see the increased number of individuals that have self-identified. C.A. Sloat asked B. Blancher if it makes sense for this report to be brought to Board in November after the October 31 numbers are released? B. Blancher responded that the November timeframe would be helpful. C.A. Sloat responded this can occur when the agenda schedules are presented and approved in August 2018.

C.A. Sloat asked B. Blancher if SO16 should be updated to reflect the current correct terminology. B. Blancher responded if it is the will of the board to bring a SO16 report to the Board to request the name change to reflect current requirements.

J. Harris noted the change of the language is essential and how do we approve to have it moved to November timeframe. It was suggested that this be added to the November 13th Agenda.

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Data Report – Voluntary Indigenous Self-Identification as information.

Carried

(d) **2017-18 Board Action Plan on First Nation, Métis and Inuit Education (FMNI)**

B. Blancher referred to the 2017-18 Board Action Plan on First Nation, Métis and Inuit Education report providing a brief overview on background and additional information noting the Board Action Plan for Indigenous Students is focused on the implementation plan in the First Nation, Metis and Inuit Framework.

B. Blancher further noted the total funding amount for 2017-18 is \$120,938 not including funding from other areas and that the Ministry allowed boards to carry over unspent funding from 2016-17.

B. Blancher referred to Appendix A of the report which is the plan submitted to the Ministry of Education.



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C.A. Sloat requested clarification regarding the section, under Supporting Students – the second section of the plan where it refers to “First Nation education authorities. B. Blancher responded that this is a blanket term to refer to education outside of provincial school boards.

C.A. Sloat wanted to confirm if Two Row Times was the local newspaper? B. Blancher responded it is a Six Nation publication and is provided free to our schools

D. Dean noted over the last number years he has seen tremendous progress on indigenous matters and thanked B. Blancher for her work and support on this program.

Moved by: G. Anderson

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive the 2017-18 Board Action Plan on Indigenous Education as information.

Carried

(e) **Public Consultation Plan for Special Education Plan Annual Review**

L. Thompson referred to the Public Consultation Plan for Special Education Plan Annual Review report providing a brief overview on background noting three public meetings were held to provide members of the community with an opportunity for input into the plan. L. Thompson added that these meetings were not well attended and in an effort to seek more targeted and impactful feedback from the public, a link was created on the Grand Erie website to a Special Education feedback page that included the plan, brief video by the Chair of the Special Education Advisory Committee, a short survey and link to provide feedback.

L. Thompson noted that there was significantly more feedback provided directly related to the Special Education Plan through the Online Consultation model and the results were shared at the September 2017 Special Education Advisory Committee (SEAC) meeting. SEAC is recommending the Special Education Public Consultation continue with the online format and the link remains live throughout the school year. L. Thompson further noted that the final report on the Special Education Plan that is shared with the Ministry of Education will include data gathered from online submissions, School Council meetings and from monthly SEAC meetings.

C.A. Sloat asked if we are planning to use the same questions as last year or use conversation starters this year? L. Thompson responded we will work with the communication department to refine the questions.



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R. Collver asked that the team work with the communication department to provide support to principals. L. Thompson responded we will.

Moved by: C.A. Sloat

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the Public Consultation Plan for Special Education Plan Annual Review report as information.

Carried

(f) **“Our School” Survey Results**

W. Baker asked G. Rousell, System Research Leader to the table. W. Baker referred to the Our School Survey 2016-17 report providing a brief overview on the background. W. Baker noted between November 2016 and January 2017, every Grand Erie school completed the survey relating to Student Outcomes and School Climate which includes grade 4 to 6 and grade 7 to 12 and in June 2017, twelve schools volunteered to participate in piloting the Our School parent survey which required administrators to be creative in attempting to maximize parental participation.

W. Baker noted each school’s survey results are shared with that school’s staff, student and communities and the Aggregate Board results are shared with Senior Administration and Trustees.

G. Anderson noted that Grand Erie is below the national average for Student participation in school sports and asked could this be due to the number of rural schools? W. Baker responded possibly. G. Rousell further indicated this survey was completed at the beginning of the year.

G. Anderson also noted that for Social-Emotional Outcomes – Students with moderate or high levels of anxiety- Grand Erie is above the average for both elementary and secondary, do we know why? W. Baker responded that these are aggregate scores and some schools are very low in this area – it will be important for those schools with scores to review those and respond. He also noted that for both panels the indicators of advocacy at school and positive teacher-student relations were quite a bit higher than the Canadian norm so clearly students are finding support in school which is good.

R. Collver asked if we tailored any questions around the multi-year plan. B. Blancher responded there are many survey questions that connect to our multi-year plan. G. Rousell further noted that this is a canned survey and we only have the opportunity to include two board questions. R. Collver noted if we are using the Learning Bar’s Tell Them From Me



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services, what role does the System Research Leader play? B. Blancher requested G. Rousell respond. G. Rousell noted he is the coordinator of the process with the schools and takes the data provided and is working to incorporate into the Power Business Intelligence dashboard. B. Blancher believes that we can complete a survey like this in house.

D. Dean commented on the disappointing number for student's participation in school clubs and noted other than the rural school factor and the survey being completed at the beginning of the year, another possible cause is the reduction in the Arts programs.

J. Harris had some questions for G. Rousell, when you look at the survey results, what stands out for you? G. Rousell responded that most of the measures have already been commented on. J. Harris asked is the survey informative and is there anything we can learn from it? G. Rousell responded this is designed to be used at the school level rather than the board. J. Harris asked do you think there is something of benefit if we took this in house? G. Rousell responded we could include questions important to the board rather than canned questions.

C.A. Sloat asked if you were going to do this with parents again, would you leave it up longer and have the link available on the website? W. Baker responded yes we would. C.A. Sloat noted the Social media and Risks, and suggest we consider this in SO27 which is due for review in November. G. Rousell responded that if completed in house, ideally we would have a number of questions around social media.

J. Harris on parent section, is this a serious reflection of what is happening in the system? G. Rousell responded this is only a reflection of what is happening in the schools that responded. We cannot draw any conclusions at a system level without surveying all parents. J. Harris further asked, in your experience is it doable to get more participation from parents? G. Rousell responded it takes a concerted effort, comes from top down and includes input from the communication department.

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the report "Our School Survey 2016-17" as information.

Carried



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(g) Elgin Avenue Public School Consolidation Project

(i) Temporary Accommodation Strategy

R. Wyszynski referred to the Elgin Avenue Public Consolidation Temporary Accommodation Strategy report which is a result of the October 24, 2016 board meeting where the Board approved that Elgin Avenue Public School was to be redeveloped to include additional classrooms space and West Lynn Public School would be closed. R. Wyszynski further noted that four options are presented as temporary accommodation for the students from Elgin Avenue Public School for the 2018-19 school year which are as follows:

- Option 1: Place Ten (10) portables at Lynndale Heights
- Option 2: Place Grade 7 & 8 at Simcoe Composite School and Place Eight (8) Portables at Lynndale Heights
- Option 3: Place Grade 7 & 8 at Simcoe Composite School, Distribute Eight (8) Portables between Lynndale Heights and West Lynn Public School
- Option 4: Distribute Ten (10) Portables between Lynndale Heights and West Lynn Public School

R. Wyszynski noted Special Education Classes will relocate to Bloomsburg Public School and the current enrichment program will relocate to Teeterville Public School for 2018-19. R. Wyszynski added that the Board will consult with the Ministry of Education regarding temporary accommodations costs and will see funding support through the Temporary Accommodation Grant.

Senior Administration recommends Option 1: Placing Ten (10) Portables at Lynndale Heights as this will keep families and the school community together, preferential option for transportation; and Norfolk County has approved the use of Lynndale Park for overflow for 2018-19.

G. Anderson agreed with the option 1. D. Sowers asked to ensure transparency, should we consider putting these options to the parents affected for input.

R. Collver responded to the D. Sowers indicating that it is a board decision.

R. Collver noted after communicating with a few members around the table and concerns of moving special education to Bloomsburg, she believes staff have made a good decision. R. Collver further added that Board approves the location of self-contained classrooms and feels the same should be done here.



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R. Collver asked about the transportation cost for special education and enrichment. R. Wyszynski responded cost would be approximately \$8,000 - \$10,000 for special education and Enrichment program cost would in the \$15,000 - \$20,000 range. R. Collver asked about the 30-minute supervision, do we have a plan in place? S. Sincerbox responded once we have a preferred option determined, we will be able to put the plan in place using a combination of either paid supervisors or managing schedules of Educational Assistants.

C.A. Sloat noted she has never heard of a temporary accommodation grant. R. Wyszynski responded this is similar to Capital Priority and that he has been in conversation with the Ministry already. C.A. Sloat asked is there are number of portables that can be redeployed within the Board. R. Wyszynski responded that we did look at that option but as most of our portables are close to the 10-15 age of useful life, moving them would impact that.

C.A. Sloat would it be two schools or one big school and would we free up a principal? B. Blancher responded Sr. Administration will take this away and come back to the Board.

C.A. Sloat noted we have this report that has a number of unanswered questions. R. Wyszynski responded the Temporary Accommodation Grant will not be available until April. C.A. Sloat asked do we know where the funding is coming from? B. Blancher responded that Trustees were aware in the fall of 2016, when approving the South West Norfolk ARC recommendation that closing West Lynn and redeveloping Elgin Avenue would require the relocation of students and that there is a cost to that.

Moved by: J. Harris

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve the Placement of 10 Portables at Lynndale Heights Public School during the Elgin Avenue Public School Consolidation.

Carried

Moved by: R. Collver

Seconded by: J. Harris

THAT the Grand Erie District School Board approve the Self-Contained and Snozelen Rooms at Elgin Avenue Public School be relocated to Bloomsburg Public School.

Carried



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(ii) Striking of Project Team

R. Wyszynski referred to the Elgin Avenue Public School Consolidation Project report providing a brief overview on the background on the project and noted as per Policy FT1 – Major Construction Projects a project team needs to be established to assist with and guide the planning process for the project. Senior Administration requests the Board approve the striking of the Project Team.

Moved by: G. Anderson

Seconded by: J. Harris

THAT the Grand Erie District School Board approve the striking of a project team for the Elgin Avenue Public School Consolidation Project.

Carried

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

(a) F5 Advocacy

R. Wyszynski noted Policy F5 Advocacy has been identified for review and will be going out for comment and referred to the minor revisions.

C.A. Sloat requested the mission language be changed before it is distributed.,

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board forward Policy F5 Advocacy to all appropriate stakeholders for comments to be received by January 12, 2018, as amended

Carried

(b) HR2 Consideration of Employee Concerns

S. Sincerbox noted Policy HR2 Consideration of Employee Concerns has been identified for review and this Policy will be going out for comment and referred to the minor revisions.

Moved by: J. Richardson

Seconded by: B. Doyle

THAT the Grand Erie District School Board forward Policy HR2 Consideration of Employee Concerns to all appropriate stakeholders for comments to be received by January 12, 2018.

Carried



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(c) **F2 Budget Development Process**

R. Wyszynski referred to comments received and revisions made.

C.A. Sloat requested the following revisions:

- “audited statement is balanced” be removed,
- Item 1 – Business Improvement Plan be changed to new title
- Item 6 - be cleaned up

Moved by: G. Anderson

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve Policy F2 Budget Development Process, as amended.

Carried

(d) **F102 Purchasing Card Program**

R. Wyszynski noted Procedure F102 Purchasing Card Program has been identified for review and will be going out for comment and referred to the minor revisions.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board forward Procedure F102 Purchasing Card Program to all appropriate stakeholders for comments to be received by January 12, 2018.

Carried

(e) **F103 Travel and Expense Claims**

R. Wyszynski noted Procedure F103 Travel and Expense Claims has been identified for review and will be going out for comment and referred to the minor revisions. R. Collver needed to understand the thinking around including 407 ETR. R. Wyszynski responded that the cost impact is minimal compared to the time saved for staff travel to Toronto for meetings.

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board forward Procedure F103 Travel and Expense Claims to all appropriate stakeholders for comments to be received by January 12, 2018.

Carried



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(f) **FT112 Disposal of Surplus, Damaged or Obsolete Furnishings and Equipment**

R. Wyszynski noted Procedure FT112 Disposal of Surplus, Damaged or Obsolete Furnishings and Equipment has been identified for review and will be going out for comment and referred to the minor revisions.

Moved by: G. Anderson

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board forward Procedure FT112 Disposal of Surplus, Damaged or Obsolete Furnishings and Equipment to all appropriate stakeholders for comments to be received by January 12, 2018.

Carried

(g) **BL25 Director's Performance Appraisal**

B. Blancher noted following the August 28, 2017 Board Meeting it was determined that further revisions were necessary to Appendix B of the Bylaw. B. Blancher referred to revisions made following the current Director's Review Committee meeting on September 11, 2017.

C.A. Sloat noted the following minor revisions to the Bylaw

- item 2 - Appendix A should be changed to Appendix B.
- 3 (a) – need to change title
- 4 (f) – need to change language as there is no mission
- Procedure b) – who gets the information?
- Appendix B – change “private session” to “in camera”
- Change his/her to “their”

There was much discussion around the Bylaw and the process. It was suggested that due to the number of concerns, that Bylaw 25 be brought back at the November 13th Committee of the Whole. J. Harris asked Trustees if they are looking for clarification on the what will be included in the Director's Performance Appraisal Committee report to the Board?

Moved by: D. Dean

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve Bylaw 25 – Director's Performance Appraisal, as amended.

D. Dean and B. Doyle have withdrawn the motion.



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It was recommended that the Executive Assistant to the Board of Trustees send out an online request to obtain inputs from Trustees with regards to the Director's Performance Appraisal process.

E – 2 Procedures Consideration – Information Items

F– 1 Other Business

(a) OPSBA Report

C.A. Sloat referred to the OPSBA Report which provided an overview on the following topics:

- Ontario Education Services Corporation
- Business Arising from AGM
- School Board Governance Supports questionnaire
- Legislative Update - BillC-45, Cannabis Act
- Equity Education Action Plan
- Integrated Delivery of Rehabilitation Services
- 2017-18 OPSBA Priorities Action Plan from Executive Council Planning Session

Moved by: G. Anderson

Seconded by: J. Harris

THAT the Grand Erie District School Board received the OPSBA report as information.

Carried

(b) Constituent Concerns

D. Dean requested the item be withdrawn from the agenda.

G – 1 Correspondence

Nil

H – 1 Adjournment

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the meeting be adjourned at 9:32 p.m.

Carried

Committee of the Whole Board Chair, Tom Waldschmidt