



GRAND ERIE DISTRICT SCHOOL BOARD

Head Office, 349 Erie Avenue
Brantford, ON N3T 5V3

**Regular Board Meeting
January 28 2013, 7:15 p.m.**

MINUTES

PRESENT:

Trustees: R. Collver, Chair, J. Angus, D. Dean, E. Dixon, B. Doyle, A. Everets, C. Lefebvre, M. Macdonald, C.A. Sloat, D. Werden, L. Bradovka (Student Trustee), D. Fleet (Student Trustee)

Administration: Director — J. Forbeck; Superintendents — G. Anderson, W. Baker, B. Blancher, J. Gunn, A. Nesbitt; Recording Secretary — D. Fletcher

REGRETS:

Trustees: B. Johnston

Administration: M. McDonald

A – 1 Opening

(a) Roll Call

The meeting was called to order by Board Vice-Chair D. Dean at 6:30 p.m. for the purposes of conducting the In Camera Session.

(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 legal matters at 6:30 p.m.

Carried

Open Session reconvened at 7:22 p.m.

(d) Welcome to Open Session

The Public Session meeting was called to order by Board Chair R. Collver at 7:22 p.m.

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

Moved by: J. Angus
Seconded by: B. Doyle
THAT the agenda be approved as printed.

Carried

(f) **In Camera Report**

Nil.

(g) **Memorials**

Nil.

(h) **Presentations**

Nil.

(i) **Delegations**

Nil.

B – 1 Approval of Minutes

(a) **December 10, 2012 (Inaugural Board Meeting)**

Moved by: J. Angus
Seconded by: C.A. Sloat
THAT the minutes of the Inaugural Board Meeting, held December 10, 2012 be approved.

Carried

(b) **January 9, 2013 (Special Board Meeting)**

Moved by: C.A. Sloat
Seconded by: J. Angus
THAT the minutes of the Special Board Meeting, held January 9, 2013 be approved.

Carried

(c) **January 14, 2013 (Committee of the Whole No. 1 Meeting)**

In response to R. Collver, S. McKillop confirmed that the kindergarten guides as highlighted in the Director's Report, will be posted to the Board's website.

Moved by: J. Angus
Seconded by: D. Dean
THAT the minutes of the Committee of the Whole No. 1 held January 14, 2013 be approved.
Carried

(d) **January 14, 2013 (Special Board Meeting)**

Moved by: C.A. Sloat
Seconded by: E. Dixon
THAT the minutes of the Special Board Meeting held January 14, 2013 be approved.
Carried

(e) **January 21, 2013 (Committee of the Whole No. 2 Meeting)**

Moved by: C.A. Sloat
Seconded by: B. Doyle
THAT the minutes of the Committee of the Whole No. 2 held January 21, 2013 be approved.
Carried

C – 1 Business Arising from Minutes and/or Previous Minutes

Nil.

D – 1 Director's Report

The Director spoke to events happening at Grand Erie:

- Healthy Eating for Healthy Learning at North Ward School on Tuesday January 29, 2013
- Grandview Public School Airs its 100th News Show on Wednesday, January 30, 2013
- Reading Rocks Program at Banbury Heights School on Thursday, January 31, 2013
- King George Partners with Brant Food Box on Thursday, January 31, 2013
- Paris Central Students are skating for SKIP on Thursday, January 31, 2013
- Port Dover Composite School will hold their Semi-formal and farewell event on Thursday, January 31, 2013

The Ministry of Education made two funding announcements:

1. *Expansion of School Support Initiative (SSI)* – three additional coaching sections will be considered at Hagersville Secondary School, North Park Collegiate Vocational School and Pauline Johnson Collegiate Vocational School.

2. *21st Century Learning Research Project* – in support of the Educational Technological Initiative, the funding will be directed to learn about long-term transformed teacher practices and what additional supports may be needed moving forward.

R. Collver congratulated superintendents B. Blancher and A. Nesbitt in receiving this funding.

J. Forbeck introduced Heather Carter, M.S.W., R.S.W. Mental Health Lead/Supervisor of Child and Youth Workers to present “School Mental Health: Introducing the Mental Health Lead role and priorities”.

She presented information on the School Mental Health ASSIST (team that assists us with mental health) and the role/responsibilities of the Mental Health Lead.

The areas of Focus for Mental Health Strategy include:

1. Organizational Conditional for Effective School Mental Health
2. Mental Health Capacity-Building for Educators
3. Implementation of Evidence-Based Mental Health Promotion and Prevention Programming

Moving forward includes conducting resource mapping surveys with stakeholder groups to understand mental health needs of GEDSB, identify strengths, needs, priorities for GEDSB mental health strategy and submitting the Draft Mental Health Strategy by March 31, 2013 to Ministry of Education.

J. Forbeck presented the Director’s Annual Report, that will be sent out to various constituent groups and posted on line.

Moved by: D. Werden

Seconded by: C. Lefebvre

THAT the Grand Erie District School Board receive the Director's Report of January 28, 2013 as information.

Carried

E – 1 Student Trustee Report

L. Bradovka was pleased to announce that she has been accepted in a Youth Exchange Program that will start at the end of the summer.

F – 1 Committee Reports

(a) **Committee of the Whole No. 1 – January 14, 2013**

Moved by: D. Werden

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the Committee of the Whole No.1 Report dated January 14, 2013 as follows:

Carried

1. **In Camera Report**

THAT the Grand Erie District School Board accept the resignation of Superintendent Greg Anderson for the purpose of retirement effective the end of the day August 31, 2013.

2. **Directors' Report**

THAT the Grand Erie District School Board receive the Director's report of January 14, 2013 as information.

3. **HR8 Workplace Violence**

THAT the Grand Erie District School Board forward Policy HR8 – “Workplace Violence” to all appropriate stakeholders for comment to be received by April 5, 2013.

4. **SO23 Accessibility – Integrated Accessibility Standards Regulation (IASR)**

THAT the Grand Erie District School Board approve Policy SO23 — “Accessibility – Integrated Accessibility Standards Regulation (IASR)”, as amended.

5. **FT111 School Initiated Facility Upgrades**

THAT the Grand Erie District School Board forward Administrative Procedure FT111 – “School Initiated Facility Upgrades” to all appropriate stakeholders for comment to be received by April 5, 2013.

6. **HR106 Board Employees – Inclement Weather**

THAT the Grand Erie District School Board forward Administrative Procedure HR106 – Board Employees – Inclement Weather” to all appropriate stakeholders for comment to be received by April 5, 2013.

7. **HR123 Workplace Violence**

THAT the Grand Erie District School Board forward Administrative Procedure HR123 – “Workplace Violence” to all appropriate stakeholders for comment to be received by April 5, 2013.

8. **HR122 Cellular Telephones/Personal Digital Assistant Devices**

THAT the Grand Erie District School Board forward Administrative Procedure HR122 – “Cellular Telephone/Personal Digital Assistant Devices” to all appropriate stakeholders for comment to be received by April 5, 2013, as amended.

9. **HR110 Hiring Procedures**
 - (a) THAT the Grand Erie District School Board receive Administrative Procedure HR110 - "Hiring Procedures" as information, as amended.
 - (b) THAT the Grand Erie District School Board refer Administrative Procedure HR110 – "Hiring Procedures" to Senior Administration for review.

10. **SO121 Request to Attend a School Outside a Home School Area**

THAT the Grand Erie District School receive Administrative Procedure SO121- "Request to Attend a School Outside the Home School Area" as information.

11. **SO137 Accessibility – Integrated Accessibility Standards Regulation (IASR) – Transportation**

THAT the Grand Erie District School Board receive Administrative Procedure SO137 - "Accessibility – Integrated Accessibility Standards Regulation (Transportation)" as information.

12. **SO138 Accessibility – Integrated Accessibility Standards Regulation (IASR) – Information and Communication**

THAT the Grand Erie District School Board receive Administrative Procedure SO138 - "Accessibility – Integrated Accessibility Standards Regulation (Information & Communications)" as information.

13. **SO139 Accessibility – Integrated Accessibility Standards Regulation (IASR) – Employment**

THAT the Grand Erie District School Board receive Administrative Procedure SO139 - "Accessibility – Integrated Accessibility Standards Regulation (Employment)" as information.

14. **Port Dover Composite School Transition Committee Report**

THAT the Grand Erie District School Board receive the Port Dover Composite School Transition Committee Report as information.

15. **Doverwood Public School Transition Committee Report**

THAT the Grand Erie District School Board receive the "Doverwood Public School Transition Committee" Report as information.

Carried

16. **Doverwood Public School Council – Request for Name Change**

THAT the Grand Erie District School approve the formation of a renaming committee due to the consolidation of Port Dover Composite School and Doverwood Public School.

17. **Draft Threat/Risk Assessment Protocol**

THAT the Grand Erie District School Board approve the Draft Threat/Risk Assessment Protocol.

18. **Correspondence**

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

(b) **Committee of the Whole No. 2 – January 21, 2013**

Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the Grand Erie District School Board approve the Committee of the Whole No. 2 Report dated January 21, 2013 as follows:

Carried

1. **In Camera Report**

THAT whereas the Board has completed a comprehensive review of student accommodation in its Norfolk Secondary schools, the Grand Erie District School Board considers the lease of space at Port Dover Composite School to the Norfolk Public Library Branch as a shared use facility a reasonable step in a plan to provide accommodation for pupils on the site.

2. **HR110 Hiring Procedures**

THAT the Grand Erie District School Board receive Administrative Procedure HR110 – “Hiring Procedures” as information.

3. **Director’s Report**

THAT the Grand Erie District School Board receive the Director's Report of January 21, 2013 as information.

4. **Set Pre-Budget Meeting Dates**

THAT the Grand Erie District School Board set the dates for Pre- Budget Consultation Meetings as follows: February 26, 2013, March 5, 2013.

5. **Port Dover Composite School Elementary Conversion Proposal**

THAT the Grand Erie District School Board approve the proposed PDCS Elementary Conversion for completion of design and tender and site plan approval application. Final budget to be approved prior to construction.

6. **Category III Trips Report**

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

7. **Enrolment vs Capacity by School Report**

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

8. **Child Care Retrofit Plan**

THAT the Grand Erie District School Board receive the Child Care Retrofit Plan as information.

9. **Correspondence**

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

G – 1 New Business

(a) **Major Construction Update (FT2)**

J. Gunn reviewed the Full Day Kindergarten (FDK) Addition Projects for 2013 and FDK Retrofit Projects for 2013. All projects with the exception of one follow the Major Construction Project policy.

He highlighted Dufferin and that the additional funding of over \$500,000 will require the need to strike a project team for that project.

In response to C.A. Sloat, J. Gunn stated that the site plan approvals are being submitted to the City of Brantford three to four months earlier this year as compared to last year.

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Major Construction Update as information.

Carried

Moved by: D. Werden

Seconded by: J. Angus

THAT the Grand Erie District School Board approve that the Project Committee for Dufferin School be struck as set out in Policy FT1 – Major Construction Projects.

Carried

Moved by: C. A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board approve that the Project Committee for Port Dover Composite School Elementary Conversion be struck as set out in Policy FT1 – Major Construction Projects.

Carried

(b) **Quarterly Budget Report**

J. Gunn highlighted the revenue fund and schedule of expenditures.

The end results show we are on target and looking better than revised estimates although it is early in the year.

In response to D. Dean, J. Gunn explained the \$4.1 million for retirement gratuities is included in the estimated expenditures for various groups such as classroom teachers, assistants etc.

In response to D. Werden, J. Gunn confirmed that there was a zero budget deficit shown in the budget approved in June 2012. The Revised Estimates did contemplate a deficit of approximately \$900,000. The Revenue Fund Summary will be restated to include original budget, revised estimates, quarterly updated estimate and variance. The first quarter report is forecasting a deficit of \$289,290.

D. Fleet left the meeting at 8:04 p.m.

In response to C.A. Sloat, J. Gunn indicated that the increase in community rental income is a result of the changes to the Community Use of Schools Policy effective September 1, 2012.

C.A Sloat asked how recent media reports of funding for outdoor activities (skiing) were reflected in the revised grant estimates. J. Gunn confirmed that the funding was formerly part of the GSN and is now included in the Education Program Grants. Some external agencies are seeing this as an increase rather than a shift of the funding.

Moved by: B. Doyle

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Quarterly Budget Report for the period ended November 30, 2012 as information.

Carried

H – 1 Other Business

(a) Summary of Accounts – December 2012

Presented as printed

Moved by: C. Lefebvre

Seconded by: D. Dean

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of December 2012 in the amount of \$7,742,960.23 as information.

Carried

(b) Joint Occupational Health & Safety Committee Minutes – December 13, 2012

In response to D. Dean, J. Gunn explained that 5.4 Training for Health and Safety Committee (December 2012) removes employees from their jobs to participate in the training.

It is an unfortunate use of language but the intent is to state that it would not be difficult to find effective means of the employee's time in the afternoon when the training is complete.

Moved by: D. Dean
Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Joint Occupational Health & Safety Committee Minutes – December 13, 2012 as information.

Carried

(c) **Joint Occupational Health & Safety Committee Minutes – January 17, 2013**

Moved by: A. Everets
Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Joint Occupational Health & Safety Committee Minutes – December 13, 2012 as information.

Carried

(d) **Special Education Advisory Committee Minutes – November 1, 2012**

Presented as printed.

Moved by: D. Dean
Seconded by: C. Lefebvre

THAT the Grand Erie District School Board receive the Special Education Advisory Committee Minutes – November 1, 2012 as information.

Carried

(e) **Grand Erie District School Board/Brant Haldimand Norfolk Catholic District School Board Special Education Advisory Committee Minutes – December 13, 2012**

Presented as printed.

Moved by: C.A. Sloat
Seconded by: D. Dean

THAT the Grand Erie District School Board receive the Grand Erie District School Board/Brant Haldimand Norfolk Catholic District School Board Special Education Advisory Committee Minutes - December 13, 2012 as information.

Carried

(f) **Grand Erie Parent Involvement Committee Minutes - October 11, 2012**

D. Dean stated that while visiting school councils, he was pleased to hear that the Grand Erie Parent Involvement Committee is highly spoken of and appreciated.

R. Collver acknowledged S. McKillop for communicating this committee to the parents within our Board.

Moved by: D. Dean
Seconded by: J. Angus
THAT the Grand Erie District School Board receive the Grand Erie Parent Involvement Committee Minutes – October 11, 2012 as information.
Carried

I – 1 Correspondence

(a) Superior-Greenstone District School Board

R. Collver would like to see conversation with OPSBA to see how many boards have written to the minister regarding regulation 274/12.

Moved by: C.A. Sloat
Seconded by: E. Dixon
THAT the Grand Erie District School Board receive the Correspondence as information.
Carried

(b) Announcements

D. Werden will be the trustee representative on the Port Dover Composite School Project team.

C.A. Sloat will be the trustee representative on the Dufferin Public School Project team.

D. Dean will bring greetings on behalf of the trustees to the New Teacher Induction Program (NTIP) on February 11, 2013.

J – 1 Adjournment

Moved by: C.A. Sloat
Seconded by: J. Angus
THAT the meeting be adjourned at 8:13 p.m.
Carried

Board Chair, R. Collver