



## GRAND ERIE DISTRICT SCHOOL BOARD

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

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### Committee of the Whole Board No.1 Meeting March 4, 2013, 7:15 p.m.

#### MINUTES

#### PRESENT:

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

**Administration:** Director - J. Forbeck; Superintendents - G. Anderson, W. Baker, B. Blancher, J. Gunn, M.. McDonald; Recording Secretary - D. Fletcher

#### REGRETS:

**Trustees:** B. Doyle, D. Dean, B. Johnston

**Administration:** A. Nesbitt

#### A – 1 **Opening**

(a) **Roll Call**

The meeting was called to order by Committee Chair, D. Werden 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: C.A. Sloat

Seconded by: J. Angus

THAT the Board move into In Camera Session to discuss Personnel, Legal and Property Matters at 6:30 p.m.

**Carried**

Open Session reconvened at 7:17 p.m.

(d) **Welcome to Open Session**

The Public Session meeting was called to order by Committee Chair, D. Werden at 7:17 p.m.

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

Item B-1-c Personnel was added to the In Camera Agenda.  
Item E-1-b Student Transportation was added.

Moved by: C.A. Sloat  
Seconded by: J. Angus  
THAT the agenda be approved, as amended.  
**Carried**

(f) **In Camera Report**

Moved by: J. Angus  
Seconded by: C.A. Sloat  
THAT the Grand Erie District School Board confirm the Sale of Property for North Public School.  
**Carried**

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

Nil.

**C – 1 Director’s Report**

J. Forbeck highlighted the following:

- The renaming of Port Dover Composite School is underway, more information is provided on the website
- The Director attended a meeting at Bellview Public School to discuss the progress of the hub
- The City of Brantford, through Brant Community Foundation has approved a grant of \$6,500 to Child Hunger Brantford.
- “Food for Thought” Breakfast will be held on May 7, 2013

Moved by: J. Angus  
Seconded by: C. Lefebvre  
THAT the Grand Erie District School Board receive the Director's report of March 4, 2013 as information.  
**Carried**

**D – 1 Bylaw/Policy/Procedure Consideration – Action/Decision Items**

(a) **BL3 Annual Organizational Meeting**

J. Forbeck reviewed the proposed changes.

It was discussed how the nomination report and nominations from the floor should be one process.

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board approve Bylaw 3 – “Annual Organizational Meeting”, as amended.

**Carried**

(b) **BL41 Borrowing Bylaw: Ontario Financing Authority Permanent Capital Financing**

Presented as printed.

Moved by: J. Angus

Seconded by: C. Lefebvre

THAT the Grand Erie District School Board approve Bylaw 41 authorizing a loan from the Ontario Financing Authority in the principal amount of \$41, 251, 572 to finance various Capital projects.

**Carried**

(c) **HR3 Staff Development Model**

M. McDonald reviewed the proposed changes.

Moved by: C.A. Sloat

Seconded by: E. Dixon

THAT the Grand Erie District School Board forward Policy HR3 – “Staff Development Model” to all appropriate stakeholders for comment to be received by May 31, 2013.

**Carried**

(d) **P1 Special Education Guiding Principles**

W. Baker referred to the policy and summarized the seven guiding principles.

Suggested changes involve removing the words “least restrictive”, highlighting fostering of success and meeting needs in the classroom, and defining self-contained classrooms.

Moved by: A. Everets

Seconded by: R. Collver

THAT the Grand Erie District School Board forward Policy P1 – “Special Education Guiding Principles” to all appropriate stakeholders for comment to be received by May 31, 2013, as amended.

**Carried**

(e) **SO25 Visual Identity**

J. Forbeck explained this policy is brand new and referred to the accompanying Visual Identity Manual.

The Grand Erie District School Board name, logo, reputation and image should be consistent and used properly to connect the brand in the community.

S. McKillop joined the discussion and explained how the Communications and Engagement Committee worked in developing visuals and concepts that aligned with the Multi-Year Plan.

Discussion involved the modification and consultation of the components of the Visual Identity Manual, subtitles in banners, and focus groups.

J. Forbeck clarified that this policy will come back in June for approval, and should be ready for implementation in September 2013.

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board forward Policy SO25 – “Visual Identity” to all appropriate stakeholders for comment to be received by May 31, 2013, as amended.

**Carried**

(f) **SO17 Accessibility – Customer Service Standards**

W. Baker reviewed the proposed changes and invited Wayne Hobbs to the discussion.

Moved by: C.A. Sloat

Seconded by: A. Everets

THAT the Grand Erie District School Board approve Policy SO17 – “Accessibility – Customer Service Standards” as amended.

**Carried**

**D – 2 Administrative Procedure Consideration – Information Items**

(a) **F101 Hospitality and Food Expenses**

J. Gunn reviewed the amendments made relating to the comments received.

Moved by: R. Collver

Seconded by: J. Angus

THAT the Grand Erie District School Board receive Administrative Procedure F101 – “Hospitality and Food Expenses” as information.

**Carried**

(b) **FT116 Building Security and Access**

J. Gunn reviewed the numerous comments from the Facilities Services department and stakeholders. The revised version highlights those changes made.

The employee badge is now the access card into the building. All others including contractors and community users will receive access to the building by applying for an access card.

Moved by: J. Angus

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive Administrative Procedure F116 – “Building Security and Access” as information, as amended.

**Carried**

(c) **SO135 Accessibility – Customer Service Standards**

W. Baker invited Wayne Hobbs to the discussion. W. Baker referred to the comments received.

Moved by: J. Angus

Seconded by: M. Macdonald

THAT the Grand Erie District School Board receive Administrative Procedure SO135 – “Accessibility – Customer Service Standards” as information.

**Carried**

**E – 1 Other Business**

(a) **Draft School Year Calendars for 2013-2014**

G. Anderson reviewed the draft calendars. The Ministry of Education requires each Ontario School Board to submit their School Year Calendars by May 1<sup>st</sup> of each year. The three unpaid professional development days were explained.

Discussion involved the language of professional activity and professional development days.

Moved by: R. Collver

Seconded by: J. Angus

THAT the Grand Erie District School Board write to the Minister of Education stating our disappointment that the unpaid professional development days are being called professional activity days in the official Ministry School Year Calendars for 2013-2014. We, as a Board, no longer have professional activity days for our staff development.

**Carried**

Moved by: C.A. Sloat

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve the draft proposed School Year Calendars for 2013-2014 for submission to the Ministry of Education.

**Carried**

(b) **Student Transportation Services**

J. Gunn provided the report and requested any input to be forwarded to him by next week. All documentation needs to be downloaded by March 21, 2013.

J. Gunn explained that while it is always a goal to make the decision and post the cancellation information as early as is possible, STSBHN is highly dependent on information provided to them from municipal roads departments and bus operators who are out driving routes in the early morning hours. The input of these individuals is an important piece of the data we review prior to making a decision to cancel or not. The time stated in the procedure is the commitment to the latest time notice would be posted.

He recommended subscribing on the website to receive email updates of bus delays and cancellations. A suggestion was made to make it more visible on the front page of the website.

A. Everets pointed out that our partners often take queue from the school board.

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Student Transportation Services Report as information.

**Carried**

F – 1 **Correspondence**

(a) **Kawartha Pine Ridge District School Board**

Moved by: A. Everets

Seconded by: R. Collver

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

**Carried**

L. Bradovka announced that she has been accepted into the Exchange Program and that she will be attending school in Hungary for the 2013-2014 school year.

**G - 1 In Camera Session**

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Board move into In Camera Session to discuss Personnel matters at 8:26 p.m.

**Carried**

Open Session reconvened at 9:07 pm

**G – 2 In Camera Report**

Nil.

**H – 1 Adjournment**

Moved by: C.A. Sloat

Seconded by: M. Macdonald

THAT the meeting be adjourned at 9:07 p.m.

**Carried**

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Committee of the Whole Board No.1 Chair, Don Werden