



GRAND ERIE DISTRICT SCHOOL BOARD

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

**Regular Board Meeting
November 26 2012, 7:15 p.m.**

MINUTES

PRESENT:

Trustees: R. Collver, Chair, J. Angus, D. Dean, 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, M. McDonald, A. Nesbitt; Recording Secretary — D. Fletcher

REGRETS:

Trustees: E. Dixon, B. Johnston

Administration: Nil.

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**

J. Angus, D. Dean, M. Macdonald declared a conflict of interest for an In Camera item.

(c) **In Camera Session**

Moved by: B. Doyle

Seconded by: C. Lefebvre

THAT the Board move into In Camera Session to discuss personnel, property and 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**

Item I-1-c Correspondence: Nancy Whynot (Ministry of Education) was added by R. Collver.

Moved by: C.A. Sloat
Seconded by: B. Doyle
THAT the Agenda be approved as amended.
Carried

(f) **In Camera Report**

Moved by: C. Lefebvre
Seconded by: J. Angus
THAT Item C-1-a Appointments to the Elementary Principals' Pool be confirmed.
Carried

Moved by: D. Werden
Seconded by: B. Doyle
THAT Item C-1-b Term appointment for Special Project Teacher Consultant be approved.
Carried

Moved by: C.A. Sloat
Seconded by: R. Collver
THAT Item D-1-a Sale of Property for Riverview public school be confirmed.
Carried

(g) **Memorials**

Nil.

(h) **Presentations**

Nil.

(i) **Delegations**

Nil

B – 1 Approval of Minutes

(a) **October 29, 2012 (Regular Board Meeting)**

Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the minutes of the Regular Board Meeting, held October 29, 2012 be approved.

Carried

(b) **November 5, 2012 (Committee of the Whole No.1 Meeting)**

Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the minutes of the Committee of the Whole No. 1 held November 5, 2012 be approved.

Carried

(c) **November 12, 2012 (Committee of the Whole No.2 Meeting)**

Moved by: B. Doyle

Seconded by: C.A. Sloat

THAT the minutes of the Committee of the Whole No. 2 held November 12, 2012 be approved.

Carried

(d) **November 12, 2012 (Special Board Meeting)**

Moved by: D. Dean

Seconded by: C. A. Sloat

THAT the minutes of the Special Board Meeting held November 12, 2012 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:

- Grand Erie Parent Involvement (GEPIC) Sponsored Event at Simcoe Composite School – preventive strategies, tips and resources about bullying and cyber-bullying
- Paige Moyce – student at Valley Heights Secondary School launched a toy drive in partnership with Blue Star Ford in Simcoe
- Rylee Loucks – student at Ryerson Heights has written a second novel, Queen of the Seas

Presentations included “Light a Smile” Campaign and “Learen enn Spälen”.

Betty Finlay, an employee with Grand Erie District School Board coordinates the Light a Smile Campaign. More than 300 gift bags full of essential items are being prepared for students and the program also supports 21 families for the Christmas season. Another family has been adopted this year, and the Christmas tree has many ideas of items needed. The big wrap day will be held December 12, 2012 at Major Ballachey School. Jane Baxter and Chris Comeau were in attendance and acknowledged for their help with this campaign.

Giancarlo Crotta, Principal of Langton Public School and Suzanne West, Attendance Counsellor presented the Learen enn Spälen Program with a video of students participating in activities.

This program is similar to the Literacy Camp at King George in Brantford and is based out of Langton Public School serving the Low-German Mennonite students.

Moved by: A. Everets

Seconded by: D. Dean

THAT the Grand Erie District School Board receive the Director's Report of November 26, 2012 as information.

Carried

E – 1 **Student Trustee Report**

L. Bradovka updated the trustees on her first Mental Health Committee meeting held last week and the collaboration involved with all attendees. In the coming week, she will be facilitating a Girls Power Camp at Camp Trillium that will inspire people to appreciate themselves.

D. Fleet spoke about his attendance at the Ontario Student Leadership Conference held November 5, 2012 with six to seven schools with 20-40 students in attendance from this area. Collaboration with other schools and school councils was a positive learning experience.

He also accepted an inaugural award on behalf Paris District High School at the Harmony Diversity Program held in Toronto.

F – 1 **Committee Reports**

(a) **Committee of the Whole No. 1 – November 5, 2012**

Moved by: D. Werden

Seconded by: J. Angus

THAT the Grand Erie District School Board approve the Committee of the Whole No.1 Report dated November 5, 2012 as follows:

Carried

1. **Director's Report**
THAT the Grand Erie District School Board receive the Director's report of November 5, 2012 as information.
 2. **FT5 Pupil Accommodation Reviews**
THAT the Grand Erie District School Board place Policy FT5 – “Pupil Accommodation Reviews” on the agenda of the November 12, 2012 Committee of the Whole No. 2 Meeting for further review.
 3. **SO17 Accessibility – Customer Service Standards**
THAT the Grand Erie District School Board forward Policy SO17- “Accessibility – Customer Services Standards” to all appropriate stakeholders for comment to be received by February 15, 2013.
 4. **SO24 Copyright – Fair Dealing Guidelines**
 - (a) THAT the Grand Erie District School Board suspend Bylaw 9 regarding Policy SO24 – “Copyright – Fair Dealing Guidelines”.
 - (b) THAT the Grand Erie District School Board approve Policy SO24 – “Copyright – Fair Dealing Guidelines”, as amended.
 5. **F101 Hospitality Expenses**
THAT the Grand Erie District School Board forward Administrative Procedure F101 – “Hospitality Expenses” to all appropriate stakeholders for comment to be received by February 15, 2013.
 6. **FT116 Building Security and Access**
THAT the Grand Erie District School Board forward Administrative Procedure F116 – “Building Security and Access” to all appropriate stakeholders for comment to be received by February 15, 2013.
 7. **SO135 Accessibility – Customer Service Standards**
THAT the Grand Erie District School Board forward Administrative Procedure SO135 – “Accessibility – Customer Service Standards” to all appropriate stakeholders for comment to be received by February 15, 2013.
 8. **Paris District High School**
THAT the Grand Erie District School Board receive the report on Paris District High School as information.
 9. **Correspondence**
THAT the Grand Erie District School Board receive the correspondence as information.
- (b) **Committee of the Whole No. 2 – November 12, 2012**

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board approve the Committee of the Whole No.2 Report dated November 12, 2012 as follows:

Carried

1. **FT5 Pupil Accommodation Reviews**
THAT the Grand Erie District School Board approve Policy F5 – “Pupil Accommodation Reviews”.
2. **Director’s Report**
THAT the Grand Erie District School Board receive the Director's report of November 12, 2012 as information.
3. **Multi-Year Accessibility Plan**
THAT the Grand Erie District School Board approve the “Multi-Year Accessibility Plan 2012-17”.
4. **Quality Accommodations Update**
THAT the Grand Erie District School Board approve the Quality Accommodations – Facility Renewal Plan for 2012-13.
5. **Report to AANDC (Aboriginal Affairs and Northern Development Canada and Six Nations of the Grand River)**
THAT the Grand Erie District School receive the report to Aboriginal Affairs And Northern Development Canada (AANDC) and Six Nations of the Grand River as information and forward it to Aboriginal Affairs and Northern Development and Six Nations of the Grand River.
6. **French Immersion Transportation Report**
THAT the Grand Erie District School receive the French Immersion Transportation Report as information.
7. **Educational Technology Update**
THAT the Grand Erie District School Board receive the Educational Technology Initiative Update as information.
8. **Follow-Up Report to the Operational Review**
THAT the Grand Erie District School Board receive the Follow-up Report to the Operational Review as information.
9. **Health and Safety Annual Report 2011-2012**
THAT the Grand Erie District School Board receive the Health and Safety Annual Report for 2011-2012 as information.
10. **Trustees’ Travel and PD Expenses**
THAT the Grand Erie District School Board receive the Trustee Expense Report as information.

11. **Trustee Honoraria**
THAT the Grand Erie District School Board approve the Trustee Honoraria for the period from December 1, 2012 to November 30, 2013 as presented.
12. **Data Report – Student Suspension Report 2011-2012**
THAT the Grand Erie District School Board receive the “Data Report - Student Suspension Report 2011-12” as information.
13. **Data Report – Student Expulsion Report 2011-2012**
THAT the Grand Erie District School Board receive the “Data Report - Student Expulsion Report 2011-2012” as information.
14. **Correspondence**
THAT the Grand Erie District School Board receive the correspondence as information.

G – 1 New Business

(a) **Organizational Board Meeting – Set Date, Time and Place**

D. Werden requested that a meeting be held prior to December 10, 2012 to discuss the revised estimates that is coming to the Organizational Board Meeting on December 10, 2012 for approval.

It was agreed to have a Committee of the Whole No.1 Meeting following the Organizational Board Meeting.

Moved by: D. Werden

Seconded by: D. Dean

THAT (a) the Nominating Committee meeting be held in the Board Room at the Head Office on December 3, 2012 at 6:30 p.m.; (b) the 2012 Organizational Meeting be held in the Board Room at the Head Office on December 3, 2012, immediately following the Nominating Committee meeting; and (c) the 2012 Inaugural Meeting be held in the Board Room at the Head Office on December 10, 2012 at 7:15 p.m.

Carried

(b) **Workforce Report**

M. McDonald highlighted the Workforce report as of October 31, 2012 and addressed the funding adjustments for elementary teachers, secondary teachers, a native educational assistant, early childhood educators, social workers and attendance counselors.

A miscalculation occurred in that four elementary teachers were not identified and were deployed.

In response to C.A. Sloat, M. McDonald explained that we are filling the position of a recently retired attendance counselor because the interview process has already begun before the consideration of holding back the position could be reviewed.

In response to A. Everets, M. McDonald explained HR was aware we had 7.5 attendance counsellors however a communication problem with business services reported it as 6.5.

In response to J. Angus, M. McDonald stated that enrolment is up to cover the cost of the four elementary teachers that deployed, but not budgeted for. The error is that they were not in the original budget.

In response to D. Werden, J. Gunn noted that the 1020 Elementary Teachers are compliant in all primary class areas as shown in the Primary Class report. If the four teachers were removed, we would be unable to meet the compliance as there are 200 extra students in the elementary system.

In response to D. Dean, J. Gunn explained that we are ahead of the game in relation to budget, because when the revenue is reviewed it shows we have \$10,000.00 per student for 200 extra students.

In response to C.A. Sloat, M. McDonald explained the Educational Assistant – Native was added to meet the needs of a Tuition Agreement student in a specific school.

Moved by: J. Angus

Seconded by: D. Dean

THAT the Grand Erie District School Board approve the Workforce Report with data as of October 31, 2012.

Carried

(c) **Major Construction Update**

J. Gunn highlighted the report and spoke to FDK Addition Projects 2012, FDK Retrofit Projects 2012, FDK Addition Projects 2013, and FDK Retrofit Projects 2013.

The majority of projects are complete with exception of Woodman and Branlyn. Woodman has been fully occupied since October 2012 and Branlyn was scheduled to receive occupancy by November 23, 2012.

In response to C.A. Sloat, J. Gunn stated that the \$53,551 surplus for 2012 Years FDK additions and retrofit projects will be carried forward.

J. Gunn addressed the enrichment classroom in Centennial Grand-Woodlands is being moved to accommodate the ELK.

In response to C.A. Sloat, J. Gunn indicated that some funds for the ELK could be used to retrofit the enrichment class and that the enrichment class is a larger square footage of real estate.

Moved by: J. Angus

Seconded by: B. Doyle

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

Carried

(d) **Data Report – Enrolment Update**

J. Gunn referred to revised report.

The elementary update shows 214 students higher than budgeted, mostly in the JK/SK area. The trend shows increases due to 1500 kindergarten students now full time.

The secondary update shows an actual of 9,862.8 total FTE with a projected of 9874.5 for October 31, 2012. The trend is down which was expected.

In response to D. Dean, J. Gunn explained the increase of 31 students for Special Education can be explained by the difficulty in identifying those students at the time of enrolment projection.

In response to C.A. Sloat, J. Gunn explained that while the Ministry target for ELK implementation is 49% by 2012-13, our ELK enrolment is coming in closer to 46% of JK/SK. We targeted ELK implementation at 49% of our JK/SK classrooms, but are at 46% based on the ELK environment by virtue of the schools implemented in the first three years of ELK rollout. There are no issues with receiving the appropriate funding for the classes implemented.

Moved by: D. Werden

Seconded by J. Angus

THAT the Grand Erie District School receive the Data Report – Enrolment Update as information.

Carried

(e) **Preliminary Year End (F2)**

J. Gunn reviewed the draft report and stated that the Audit Committee will review these reports at the next meetings.

Bill 115 has had a great effect on employees' decision to retire, with an effect on the staff replacement budget.

In response to D. Werden, J. Gunn explained that the deficit carried from last year is cumulative.

In response to CA. Sloat, J. Gunn suggests that the transportation issue can be discussed at the Audit Committee meetings. Because of the success of the tender, there is room to fund the \$1.7 million back over time.

In response to C.A. Sloat, J. Gunn stated that we require trustee approval for the revised estimates. We did not staff the three student success positions but need to review the professional development budget lines to find approximately \$300,000

Moved by: D. Werden

Seconded by: C.A. Sloat

THAT the Grand Erie District School receive the Preliminary Year End report as information.

Carried

(f) **Port Dover Composite School Transition Committee Report**

A. Nesbitt provided a verbal update on the first meeting held November 19, 2012. Topics of discussion included student transitioning and course selections.

Students in grades 9 -12 will attend Simcoe Composite School on November 29, 2012 to meet with the guidance office to review pathways built and course selections.

Parental transitioning will include an open house. The next scheduled meetings are on November 29, 2012, December 9, 2012 and in January 2013.

In response to M. Macdonald, A. Nesbitt stated the transition committee was created by following the guidelines in Bylaw 9.

D. Werden indicated that the meeting was well represented by many groups with active participation and was impressed with student participation.

Moved by: D. Dean

Seconded by C.A. Sloat

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

Carried

(g) **Doverwood Public School Transition Committee Report**

W. Baker provided a verbal update on the first meeting held November 19, 2012.

15 members were present with a variety of representation, terms of reference was reviewed. Topics of discussion included facilities at Port Dover Composite School and the plan to accommodate younger students for kindergarten classes, signages, metal lockers, and transition of staff students and resources.

Other discussion points included closing ceremonies, potential re-naming, and transportation. The next scheduled meetings are on December 5, 2012 and December 17, 2012. Doverwood Public School Council has a meeting on December 3, 2012 to discuss a make formal request of renaming.

Moved by: C. A. Sloat

Seconded by J. Angus

THAT the Grand Erie District School receive the Doverwood Public School transition committee report as information.

Carried

H – 1 **Other Business**

(a) **Summary of Accounts – October 2012**

Presented as printed

Moved by: C.A. Sloat

Seconded by: D. Werden

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of October 2012 in the amount of 8,983,713.04 as information.

Carried

(b) **Joint Occupational Health & Safety Committee Minutes – November 15, 2012**

J. Gunn clarified that the Hillcrest Property in Simcoe did receive the required annual inspection.

Moved by: D. Werden

Seconded by: D. Dean

THAT the Grand Erie District School Board receive the Joint Occupational Health & Safety Committee Minutes – November 15, 2012 as information.

Carried

(c) **Special Education Advisory Committee Minutes – October 4, 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 – October 4, 2012 as information.

Carried

(d) **Native Advisory Committee Minutes – October 9, 2012**

Presented as printed.

Moved by: B. Doyle

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Native Advisory Minutes – October 9, 2012 as information.

Carried

(e) **Communications and Engagement Minutes – October 15, 2012**

Presented as printed.

In response to C.A. Sloat, S. McKillop addressed school websites.

The first step in this plan is to create a foundation of graphic design and series of publications. The intranet continues to be a priority and through January to June 2013, the content will be migrated from the public website. The school websites are included in next year's operating plan.

J. Forbeck stated that it would be costly to fix all websites prior to migrating.

Moved by: C. Lefebvre

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Communications and Engagement Minutes – October 15, 2012 as information.

Carried

I – 1 Correspondence

(a) **Keewatin Patricia District School Board**

(b) **ARC Administrative Review**

(c) **Nancy Wynot (Ministry of Education)**

In response to C.A. Sloat, J. Forbeck explained the next steps in response to the ARC administrative review. The names of the petition will be compared with those names that attended the ARC meetings.

The application for the review does not "stay" the transition plan. There are 30 days to respond to the application by the lead petitioner. The 30 days starts when the petition is received.

In response to D. Werden, J. Forbeck needs to clarify with the ministry if 30% of names on the petition relates to enrolment now or last June 2012.

Moved by: D. Dean
Seconded by: J. Angus
THAT the Grand Erie District School Board receive the Correspondence as information.
Carried

J – 1 In Camera Session

Moved by: C.A. Sloat
Seconded by: E. Dixon
THAT the Board move into In Camera Session to discuss a Legal Matter at 8:56 p.m.
Carried

Open Session reconvened at 9:30 p.m.

K – 1 Adjournment

Moved by: C.A. Sloat
Seconded by: A. Everets
THAT the meeting be adjourned at 9:31 p.m.
Carried

Board Chair, R. Collver