



GRAND ERIE DISTRICT SCHOOL BOARD

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

**Regular Board Meeting
May 27, 2013, 7:15 p.m.**

MINUTES

PRESENT:

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

Administration: Director - J. Forbeck; Superintendents - G. Anderson, W. Baker, B. Blancher, J. Gunn, M. McDonald, A. Nesbitt; Recording Secretary — W. Hibbard

REGRETS:

Trustees: A. Everets, B. Johnston, L. Bradovka (Student Trustee)

Administration: G. Anderson

A – 1 Opening

(a) Roll Call

The meeting was called to order by Board Chair R. Collver at 6:00 p.m.

R. Collver brought forth a Trustee Request to be Excused from the Board Meeting.

Moved by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve the request from Trustee Bill Johnston to be absent from the Board Meeting of May 27, 2013 for health reasons.

Carried

(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 legal and personnel matters at 6:00 p.m.

Carried**(d) Welcome to Open Session**

Board Chair R. Collver welcomed everyone to the Open Session at 7:24 p.m.

Handout was distributed of Dr. Avis Glaze's presentation at Jarvis Public School on May 14th, 2013.

R. Collver and D. Dean have completed school visits with school councils for the year. D. Dean will bring report highlighting 42 school visits in 2 years.

Congratulations to Trustee Macdonald who has been appointed to the Advisory Council for Natives.

(e) Agenda Additions/Deletions/Approval

Item I-1-b Correspondence - Letter from Brant Community Health was added to the agenda.

Item G-1-d Regulation 274 was added to the agenda.

The SCWI presentation (Director's Report) will be moved up on the agenda.

Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the agenda be approved as amended.

Carried

(f) In Camera Report

Moved by: C.A. Sloat

Seconded by: J. Angus

That the Director of Education's performance review for the 2012-13 school year has been completed.

Carried

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT Item D-1-b be approved.

Carried

Moved by: D. Werden

Seconded by: J. Angus

THAT Item D-1-c Term Appointment for Junior Teacher Consultant be approved.

Carried

(g) **Memorials**

Nil.

(h) **Presentations**

Nil.

(i) **Delegations**

Nil.

B – 1 Approval of Minutes

(a) **April 29, 2013 (Regular Board Meeting)**

Moved by: J. Angus

Seconded by: C. Lefebvre

THAT the minutes of the Regular Board Meeting, held April 29, 2013 be approved.

Carried

(b) **May 6, 2013 (Committee of the Whole No. 1 Meeting)**

Moved by: B. Doyle

Seconded by: J. Angus

THAT the minutes of the Committee of the Whole No. 1 Meeting, held May 6, 2013 be approved.

Carried

(c) **May 13, 2013 (Committee of the Whole No. 2 Meeting)**

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the minutes of the Committee of the Whole No. 2 held May 13, 2013 be approved.

Carried

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

(a) **BL1 Board Composition** (from May 6, 2013)

Comments were received and slight revisions made.

Moved by: C.A. Sloat

Seconded by: D. Werden

THAT the Grand Erie District School Board approve BL1 Board Composition.

Carried**(b) 2011-2015 Multi-Year Plan Update**

Since September 2010 when we were looking at Bill 177, the creation of a Multi-Year plan of the Board, including Board Improvement Plans and Annual Operating Plans was to provide for system direction. There needs to be a review of the Multi Year Plan each year. To summarize how the Multi-Year plan is implemented, is there anything to reconsider or is the current trend in education consistent?

Moved by: D. Dean

Seconded by: C. Lefebvre

THAT the Grand Erie District School Board approve the continued implementation of the 2011-2015 Multi-Year Plan.

Carried**(c) Annual Operating Plans Review – 2012-2013**

J. Forbeck highlighted the five Operating Plans: Under Environment – Safe and Inclusive Schools, and Quality Accommodations; under Engagement – Communication and Community Relations, Parent Engagement, and Staff Engagement.

Superintendents provided status updates and action plans for operating plans.

(i) Environment – Safe and Inclusive Schools

Through the Safe and Inclusive Schools Operating Plan strides have been made in all areas.

The main focus of Bill 13 was safe and inclusive schools. The Safe Schools binder will be revamped. The Equity and Inclusive series continues to be well received. There are plans to go deeper into topics for next year. Superintendent W. Baker has the mental health portion as part of this plan to direct in certain strategies. A successful On-Track program was developed to assist many students without supports at school. This program helps to develop social skills as outlined in Bill 13. Continue to build a focus on safe and inclusive schools for all students and staff.

Feedback and comments were welcomed by the trustees. C.A. Sloat commented on offering early identification and support through mental health and addiction. There have been some challenges providing training for teachers in primary grades to identify anxiety, etc. in all primary classes.

M. Macdonald commended the work of Lianna Thompson and Lynn Abbey for their organizational skills to make the Equity and Inclusive series interesting, thought provoking and useful.

(ii) **Environment – Quality Accommodations**

This plan is develops environment standards, such as Pride of Place. The final process will take place in the fall. There were links between environmental initiatives and core curriculum with some success; the next goal is to go from bronze to gold.

(iii) **Engagement – Communications and Community Relations**

J. Forbeck presented a number of initiatives to try to make a difference: Visual Identity involved a number of focus groups to establish consistency with the board image.

A number of good news stories were generated by the local media and social media reports. One hundred percent of schools participating generate awareness that would cost much money if paid advertising. S. McKillop is very proud of the schools for submitting stories. A lot of information was flowing from the schools to the board with great success

A survey completed by eight high needs schools identified 113 partners. We will now look for gaps and cultivate relationships and formalize the partnerships in order to know who is in the building and what they are doing to benefit the students.

There have been a number of changes to internal communications. The portal was launched this year along with tracking social media data.

C.A. Sloat suggested that superintendents be identified through their area of responsibility on the telephone call tree, so parents can access the correct person.

(iv) **Engagement – Parent Engagement**

J. Forbeck highlighted a number of areas of the Parent Engagement Plan. Family of Schools superintendents are working with principals to help and understand the best strategies to assist parents. GEPIC parents express a desire to support other parents. We have learned that the family of schools is one of the strongest links to get parents in the community to come together. Home/school connection is most important. Parents must be partners in the education process.

C.A. Sloat commended R. Collver and D. Dean on their school visitations.

Parent engagement is very much a board focus and is instrumental to the

success of our students.

(v) **Engagement – Staff Engagement**

M. McDonald focused on human resources and leadership. It has been a challenging year with events beyond our control. M. McDonald briefly walked through plan: further training and integration; aspiring leaders program and program for new administrators; Ontario Leadership Framework; mentor coaching model introduced last year. Ten more administrators were trained for a total of 32.

School visits weren't done this year but will revisit next year. Succession planning includes the expansion of the Aspiring Leader Program.

A tool is being developed for performance appraisals for the ECE group to be completed by June. Tool and process for the non-teaching group is in the preliminary stages. Focus on finishing next year.

M. Macdonald how is the mentor/coach relationship matched and what is the criteria? In the formal process, there is a need to have an open and honest discussion about challenges; identify areas of strength and experience; identify areas of growth and match skill sets.

C.A. Sloat asked if exit surveys would be completed by the end of the year?

Moved by: J. Angus

Seconded by: M. Macdonald

THAT the Grand Erie District School Board receive the Annual Operating Plans (2012-2013) as information.

Carried

(d) **Single Track French Immersion Accommodation Review (from May 13, 2013)**

J. Gunn stated that a working group would be formed, as identified in the Boundary Review Policy to determine options to single track in the long term and what to do in the interim period. The committee would report back to the Committee of the Whole No.2 Meeting on October 21, 2013. C.A. Sloat suggests one representative per school be on the working group committee. J. Angus appreciated the report and recognizes the option for short term, but what queried what would happen for September 2013.

Grand parenting and boundary are administrative pieces. At this point students can be accommodated at two sites. Principals are the gatekeepers for "Out of Area" requests.

Moved by: J. Angus

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the striking of a committee to review the accommodation options for the Single Track French Immersion program and report back to the Board Committee of the Whole meeting October 21, 2013.

Carried

D – 1 Director’s Report

Students are completing their reading, writing and mathematics assessments for Grade 3 and Grade 6 EQAO May 27th and June 7th. Grade 9 students write their math assessments between May 30 and June 14.

The Education Technology event held a couple of weeks ago was very successful.

A student at BCI with a passion for French and music won \$12,000 in a contest for French immersion.

A number of schools that are taking part in the Healthy Bites Program won gold, silver and bronze.

SCWI (School College Work Initiative) – Dual Credit

School to College Work Initiative (SCWI) provides programs for students that bridge with colleges. There are Regional Planning Teams (RPT) across the province. 17,500 students are served by SCWI including apprenticeship, school within a college and symposiums. It is an undertaking between the Ministry of Education and the Ministry of Colleges, Training and Universities (MCTU). Locally, Grand Erie is in Regional Planning Team (RPT 5) and J. Forbeck is the new chair. A. Nesbitt and P. Kostelny have worked to create a dual credit program in Haldimand which helped fill a gap in programming. There are other dual credit programs that run through SWAC in which students are eligible to earn up to 4 college credits. A partnership has been built between Haldimand Turning Point programs and Mohawk College (Fennel Campus). Turning Point Students from Dunnville Secondary and McKinnon Park students attend Mohawk on Thursdays and Tuesdays to earn their credits.

Andrea Calloway, Turning Point teacher from DSS and student, Hannah spoke about the good experience. Hannah has developed confidence and now knows that she can do the college program successfully.

Beth from DSS agreed it was a good opportunity to find out what college is all about. It was not something that she would have considered if the opportunity wasn't presented. Beth is working on her grade 11 math credit and is getting Turning Point credit as well as a college credit.

E.A., Michelle Rogers from DSS, applied to REACH for a grant to cover a breakfast program.

D. Dean stated this is a step in the right direction and asked Dunnville students to briefly outline how they found out about the program.

Mr. Kostelny talked to teacher who passed information on to the students. It was an idea that they were trying out. Mr. Kostelny and Mr. Carruthers came to the school to talk to students.

Julie Martin is the Turning Point teacher from MPSS who attends Mohawk College with the students. It is beneficial for Julie to go to the campus as it helps to direct students to classrooms and assists in the transition from high school to college. It provides a comfortable experience for the students as it helps prepare students to succeed academically.

Mohawk has been very accommodating with the students. One example is they are allowing a new mom who is a student in the program complete the course through distance education.

Braden, a student from MPSS stated that the program allows the students to feel comfortable and provides an opportunity to be successful through the Turning Point program. He is very thankful for the opportunity.

J. Forbeck commented that Grand Erie has a small planning group and we have not yet fully accessed all opportunities for our students. There is a lot of growth opportunity for Grand Erie through SCWI which is paid for by grants.

Moved by: E. Dixon

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Director's Report of May 27, 2013 as information.

Carried

E – 1 Student Trustee Report

D. Fleet has spoken to schools about student trustee elections. There are a number of proms taking place.

Moved by: B. Doyle

Seconded by: D. Werden

THAT the Grand Erie District School receive the Student Trustee Report of May 27, 2013 as information.

Carried

F – 1 Committee Reports

(a) Committee of the Whole No. 1 – May 6, 2013

Moved by: D. Dean

Seconded by: J. Angus

THAT the Grand Erie District School Board approve the Committee of the Whole

No.1 Report dated May 6, 2013 as follows:

Carried

1. **Directors' Report**
THAT the Grand Erie District School Board receive the Director's report of May 6, 2013 as information.
2. **BL1 Board Composition**
THAT the Grand Erie District School Board refer BL1 Board Composition to the Regular Board Meeting on May 27, 2013.
3. **BL6 Minutes**
THAT the Grand Erie District School Board approve Bylaw 6 – “Minutes”, as amended.
4. **HR8 Workplace Violence**
THAT the Grand Erie District School Board approve Policy HR8 – “Workplace Violence”.
5. **F6 Purchasing**
THAT the Grand Erie District School Board forward Policy F6 – “Purchasing” to all appropriate stakeholders for comment to be received by October 4, 2013.
6. **SO8 Community Partnerships**
THAT the Grand Erie District School Board forward Policy SO8 – “Community Partnerships” to all appropriate stakeholders for comment to be received by October 4, 2013.
7. **SO10 Bullying Prevention and Intervention**
THAT the Grand Erie District School Board forward Policy SO10 – “Bullying Prevention and Intervention” to all appropriate stakeholders for comment to be received by October 4, 2013.
8. **SO11 Progressive Discipline and Promoting Positive Student Behavior**
THAT the Grand Erie District School Board forward Policy SO11 – “Progressive Discipline and Promotion Positive Student Behavior” to all appropriate stakeholders for comment to be received by October 4, 2013.
9. **F107 Purchasing**
THAT the Grand Erie District School forward Administrative Procedure F107 – “Purchasing” to all appropriate stakeholders for comment to be received by October 4, 2013, as amended.
10. **HR120 Communicable Diseases**
THAT the Grand Erie District School Board forward Administrative Procedure HR120 – “Communicable Diseases” to all appropriate stakeholders for comment to be received by October 4, 2013.

11. **SO129 Bullying Prevention and Intervention**
THAT the Grand Erie District School Board forward Administrative Procedure SO129 – “Bullying Prevention and Intervention” to be forwarded to all appropriate stakeholders for comment to be received by October 4, 2013.
12. **SO130 Progressive Discipline and Promoting Positive Student Behavior**
THAT the Grand Erie District School Board forward Administrative Procedure SO130 – “Progressive Discipline and Promoting Positive Student Behavior” to be forwarded to all appropriate stakeholders for comment to be received by October 4, 2013, as amended.
13. **SO134 Website Requirements**
THAT the Grand Erie District School Board forward Administrative Procedure SO134 – “Website Requirements” to all appropriate stakeholders for comment to be received by October 4, 2013.
14. **FT111 School Initiated Facility Upgrades**
THAT the Grand Erie District School Board receive Administrative Procedure FT111 – “School Initiated Facility Upgrades” as information.
15. **HR106 Board Employees – Inclement Weather**
THAT the Grand Erie District School Board receive Administrative Procedure HR106 – “Board Employees – Inclement Weather” as information.
16. **HR122 Cellular Telephones/Smart Phones**
THAT the Grand Erie District School Board receive Administrative Procedure HR122 – “Cellular Telephones/Smart Phones” as information, as amended.
17. **HR123 Workplace Violence**
THAT the Grand Erie District School Board receive Administrative Procedure HR123 – “Workplace Violence” as information, as amended.
18. **Data Report - Cyberbullying**
THAT the Grand Erie District School Board receive the “Data Report – Cyberbullying” as information.

C.A. Sloat requested that recommendation No. 3 be separated from the main report. A vote was taken on recommendations No.1 - 2 and 4 - 18.

Carried

Amendment was made to the wording in section #1d of Bylaw 6.

A vote was taken on recommendation No. 3

Carried

(b) **Committee of the Whole No. 2 – May 13, 2013**

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 May 13, 2013 as follows:

Carried

1. **In Camera Report**

(a) THAT the Grand Erie District School Board approve the Elementary Teachers Self-Funded Leave Plan.

(b) THAT the Grand Erie District School Board approve the Secondary Teachers Self-Funded Leave Plan.

2. **Community Partnership – Brantford Field of Dreams**

THAT the Grand Erie District School Board approve the name “Kiwanis Field” for the community partnership field to be built at Pauline Johnson Collegiate Vocational School formally referred to as the “Field of Dreams”.

3. **Director’s Report**

THAT the Grand Erie District School Board receive the Director's report of May 13, 2013 as information.

4. **2013-2014 Committee/Board Meeting Schedule**

THAT the Grand Erie District School Board approve the 2013-2014 Committee/Board Meeting Schedule.

5. **Facility Partnerships – Annual Facility Status Report**

THAT the Grand Erie District School Board approve the Annual Facility Status Report for Notification to Potentials Partners.

6. **MISA Update**

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

7. **Student Trustee Selection 2013-2014**

THAT the Grand Erie District School Board receive the Student Senate’s report on the appointment of the following Student Trustees for 2012-13:

Grand Erie North: Keegan Amy

Grand Erie South: Karissa Manning

8. **Student Senate Report**

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

9. **Quality Accommodations Report**
- (a) THAT the Grand Erie District School Board initiate a review to commence immediately of the facility requirements for the single track French immersion program and possible development of the Coronation School site to accommodate 500– 600 students
 - (b) THAT the Grand Erie District School Board initiate an Accommodation review commencing in September 2013, for the review area schools to reduce the available accommodation in the area by 1,000 – 1,200 pupil places
 - (c) THAT the Grand Erie District School Board develop and submit a business case for a Capital Priority project to replace Elgin Avenue School on its current site
 - (d) THAT the Grand Erie District School Board develop and submit a business case for a Capital Priority project to consolidate several area schools into a new replacement school of 550 to 600 pupil places to be built on a new site to serve the Rawdon Street / Echo Place communities.
 - (e) THAT the Grand Erie District School Board refer back to Senior Administration for further clarification about the process to re-examine elementary accommodation in Haldimand East to the Committee of the Whole No. 2 Meeting on June 10, 2013.
10. **Data Report –Learner Intervention Tracking for Excellence (LITE) – Referrals for Professional Services**
THAT the Grand Erie District School Board receive the Data Report – Learner Intervention Tracking for Excellence (LITE) – Referrals for Professional Services as information.
11. **OPSBA Report**
THAT the Grand Erie District School Board receive the OSPBA Report as information.

Regarding the Quality Accommodations Report (Page 6), R. Collver asked if there had been any further discussions about the Advanced Programming as discussed in the Norfolk Secondary School Accommodation Review recommendations.

A. Nesbitt stated that there is a pilot program in place for September 2013 at Paris District High School. We will develop a system plan once the pilot is underway and we learn more about the program.

J. Forbeck explained that as we look ahead in board improvement plans, we can build the AP course as per student achievement.

G – 1 New Business

- (a) **Major Construction Update**

J. Gunn provided the Major Construction update report. Projects are well underway. The tender for Port Dover closes May 30th and the recommendation will come to the Board June 3rd.

There are a number of projects waiting for site plan approval from the City of Brantford. This can take many months. J. Angus suggested trustees should meet with the counselors and the mayor to discuss the situation. D. Werden believes J. Gunn should continue to meet with council to avoid political situation. J. Angus states that the problem goes beyond Grand Erie and need to put political pressure on the city. C.A. Sloat advised that new home building association are having the same concerns.

Moved by: D. Dean

Seconded by: E. Dixon

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

Carried

(b) **Allocation of Educational Assistants 2013-2014**

W. Baker reported that, pending budget approval, 300 educational assistants will be hired this year.

Moved by: B. Doyle

Seconded by: C.A.Sloat

THAT the Grand Erie District School Board approve the allocation of 300 Educational Assistants, as outlined in the report "Allocation of Educational Assistants 2013-14", pending final budget approval.

Carried

(c) **Student Fee Reimbursement Process**

A. Nesbitt reported on school fees. Schools must provide service or produce for the school fees paid by students. Need to determine whether or not to reimburse students some money depending on which parts of the three areas where not able to provide service. Reimbursements will be made by the end of the school year.

Moved by: D. Dean

Seconded by: D. Werden

THAT the Grand Erie District School Board receive the Student Fee Reimbursement Process report as information.

Carried

(d) **Regulation 274/12**

Correspondence was received from Howard Goodman, trustee from Toronto District School Board in regards to Regulation 274/12.

Discussion involved challenges the Board has faced with the regulation

Moved by: D. Werden

Seconded by: D. Dean

THAT the Grand Erie District School Board write a letter to the Minister of Education about impacts of regulations of 274/12 on the Board.

Carried

H – 1 Other Business

(a) Summary of Accounts – April 2013

Presented as printed.

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of April 2013 in the amount of \$ \$6,720,089.83 as information.

Carried

(b) Joint Occupational Health and Safety Committee Minutes – May 16, 2013

The Ministry of Labour visited Greenbrier School and issued a Notice of Compliance. J. Gunn stated that the order is to get a designated substance report on site as part of the tender.

Moved by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the “Joint Occupational Health and Safety Committee Minutes – May 16, 2013” as information.

Carried

(c) Special Education Advisory Committee Minutes – April 4, 2013

Presented as printed.

Moved by: D. Dean

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the “Special Education Advisory Committee Minutes – April 4, 2013” as information.

Carried

(d) Grand Erie Parent Involvement Committee Minutes – February 28, 2013

Presented as printed.

Moved by: E. Dixon
Seconded by: C. Lefebvre
THAT the Grand Erie District School Board receive the “Grand Erie Parent Involvement Committee Minutes – February 28, 2013” as information.

Carried

(e) **Communications and Engagement Committee Minutes - April 15, 2013**

Presented as printed.

Moved by: C.A. Sloat
Seconded by: J. Angus
THAT the Grand Erie District School Board receive the “Communications and Engagement Committee Minutes – April 15, 2013” as information.

Carried

R. Collver inquired about a male or female is determined in data collection and if privacy settings track this through Facebook. In response to R. Collver, S. McKillop responded by stating that users complete a profile for Facebook which provides that data

(f) **Compensatory Education Committee Minutes – March 21, 2013**

Presented as printed.

Moved by: J. Angus
Seconded by: B. Doyle
THAT the Grand Erie District School Board receive the “Compensatory Education Committee Minutes – March 21, 2013” as information.

Carried

(h) **Audit Committee Minutes – May 14, 2013**

Presented as printed.

Moved by: C.A. Sloat
Seconded by: D. Werden
THAT the Grand Erie District School Board receive the “Audit Committee Minutes - May 14, 2013” as information.

Carried

(a) **Dan Houssar**

Mr. Houser wrote about valid concerns regarding soccer posts that were not in a good place causing a constant problem of balls going over the fence. The posts will be moved.

(b) **David Cameron, Brant Community Health Care System**

Correspondence to advise the board that they are using the name “Grand Erie Six Nations Clinical Education Campus”.

Discussion involved the appropriateness of using Grand Erie’s corporate logo and how to advise the Brant Community Health Care System about the board’s concerns.

Moved by: D. Werden

Seconded by: C. Lefebvre

THAT the Grand Erie District School Board inform Brant Community Health Care System not to use our registered trade mark, Grand Erie.

Carried

This would be a first step. Send the letter to David Cameron and cc to Jim Hornell and Paul Moore. Letter will be signed by the Chair.

D. Dean suggests talking to Paul Moore or Jim Hornell to indicate that we received this letter before sending the letter from the Chair.

In response to M. Macdonald’s question about why send a letter, S. McKillop has advised the Brant Community Health Care System by e-mail when we were first made aware and that the letter did not deal with our concerns.

J - 1 **Adjournment**

Moved by: C.A. Sloat

Seconded by: E. Dixon

THAT the meeting be adjourned at 9:36 p.m.

Carried

Board Chair, Rita Collver