



GRAND ERIE DISTRICT SCHOOL BOARD

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

**Committee of the Whole No. 2 Meeting
April 15, 2013, 7:15 p.m.**

MINUTES

PRESENT:

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

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

REGRETS:

Trustees: B. Johnston, C. Lefebvre, D. Werden

Administration: J. Gunn

A – 1 Opening

(a) **Roll Call**

The meeting was called to order by Committee Chair C.A. Sloat 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: M. Macdonald

Seconded by: A. Everets

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

Carried

Open Session reconvened at 7: 20 p.m.

(d) **Welcome to Open Session**

Committee Chair C.A. Sloat welcomed everyone to the Open Session at 7:20 p.m.

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

Moved by: M. Macdonald

Seconded by: J. Angus

THAT the agenda be approved as printed.

Carried

(f) **In Camera Report**

Moved by: J. Angus

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve the term extensions subject to final budget approval and ministry funding.

Carried

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

Nil.

C – 1 Director's Report

The Director visited Burford District Elementary School. The school is involved in Jump Math, Schools in the Middle and 100 percent of the school is engaged in comprehensive literacy. French Immersion classes are full, and the school supports the Strong Start Program.

Paris District High School is engaging in Operation Cinderella, an annual initiative to collect prom dresses and suits for students in Brant County and Brantford.

Principals, Managers and Trustees are invited to attend the GrEAT Session on April 22, 2013 at the Joseph Brant Learning Centre. Topics include Privacy Information Management and Mental Health Promotion.

The Equity Speakers Series will be held on April 18, 2013 and explore the topic of bullying.

The Student Senate will be held on April 29, 2013 and will engage students from secondary schools to discuss topics such as Mental Health Strategy and Energy and Environment Conservation. Six students in in the Board will be running for the student trustee elections.

B. Blancher was pleased to announce that both Parent Family Literacy Centres opened on April 2, 2013. Since the opening date and April 12th, there have been 11 adults and 20 children attending Major Ballachey and 23 adults and 26 children attending Princess Elizabeth. Visitors include families, parents and children.

Moved by: D. Dean

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Director's report of April 15, 2013 as information.

Carried

D – 1 New Business –Action/Decision Items

(a) **Secondary Average Class Size**

As per Regulation 276.01, this report is required to come to board for approval annually. The amendment to the recommended action includes “size of 22 for 2013-2014”.

Moved by: J. Angus

Seconded by: R. Collver

THAT the Grand Erie District School Board approve an increase to the average aggregate Secondary School Class size of 22 for 2013-2014.

Carried

(b) **International Students – Fee Structure**

No increase on the 2012-2013 base fee is recommended for 2013-2014 recognizing that there were no increases in the GSN foundation grant funding for 2013-2014. Appendix A details the International Tuition Fees – Summary of Students Enrolled 2008-2012.

Moved by: R. Collver

Seconded by: D. Dean

THAT the Grand Erie District School Board approve the 2013-2014 Tuition Fees for International Students.

Carried

(c) **Mileage Remuneration Review**

The Board’s mileage rate is reviewed every May of each year, for budgeting purposes, in accordance with a motion of the Board. The last change to the mileage rate was effective September 1, 2012 when the Board approved an increase from \$.046 to \$0.47 per kilometre.

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve the current mileage rate of \$0.47 per kilometer, effective September 1, 2013, subject to final budget approval.

Carried

(d) **Doverwood Public School Transition Report**

W. Baker reviewed the background of the Doverwood Public School Transition Committee. Additional information was provided on the Transition Committee, Renaming Committee and renovations.

In response to R. Collver, Kim Cottingham, Principal of Doverwood School clarified that some pre-construction in the closed wings will begin prior to June.

In response to D. Dean, G. Anderson explained that potential names for the school are presented to the trustees in a favoured order.

Moved by: J. Angus

Seconded by: M. Macdonald

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

Carried

(e) **General Contractor Award – Ecole Dufferin Public School**

J. Forbeck explained that this is the most significant addition for Full Day kindergarten. The contractor of choice is Sierra Construction.

In response to B. Doyle, J. Forbeck explained that the challenge in completing a project on time is part of the performance criteria in the contract.

If the project is not completed on time, a backup plan would be developed to house students in areas available areas in the school such as the library and other rooms.

Moved by: R. Collver

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the award for General Contracting Services for the Ecole Dufferin addition project as set out in tender 2013-123-T to Sierra Construction in the amount of \$847,851 + HST.

Carried

(a) **Educational Technology Initiative Update**

B. Blancher provided an update on background, and additional information such as implementation to date, professional development, data collection and budget implications.

In response to C. A. Sloat, B. Blancher explained that teachers are asked for their level of comfort for technology prior to a professional development session. There is quite a continuum on learning occurring. A series of professional development sessions can be seen through Appendix A to G.

Moved by: A. Everets

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Educational Technology Initiative Update as information.

Carried

(b) **Information Technology Services Annual Report**

B. Blancher invited Kevin Holly, Manager of Information Technology to provide some highlights of the ITS Milestones 2012-2013:

- 1) Wireless Network
- 2) Portal Launch
- 3) Work Order System
- 4) Bring Your Own Device (BYOD) – Part 2

Some examples of the ITS Initiatives for 2013-2014 include:

- 1) Software deployment/image maintenance – Phase 2
- 2) Introduction of Tablet technology
- 3) Online classroom collaboration

D. Dean inquired about the challenges of internet access and effects on teaching and learning. K. Holly explained some challenges still exist, however there will be a new initiative for network improvements coming in the year. We are trying to create a solution of a new managed network, depending on budget.

He explained the challenges when a number of vendors are involved.

In response to D. Dean's question if a purchase of new managed network would lead us in the direction of improved networking access, K. Holly explained that the goal is to have a network that is equally functional and reliable regardless of the location.

Current practice shows over the years how connections have been put in place have been simple, unmanaged and uncontrolled. The new managed network, can control what type of traffic on the network would receive priority.

In response to J. Angus, and if the software applications are comparable to the good applications we currently have for the autism classrooms, K. Holly explained that he has enlisted several classes throughout the Board to have tablets and provide feedback. There are a number of applications provided by the Ministry and also web applications that use “flash”.

B. Blancher stated that the self-contained classes are currently infused with IPADS, and will continue to use them.

In response to C.A. Sloat, K. Holly explained that in regards to online selection for secondary schools, the IT department wasn't very involved in the set up but did provide data. Feedback from student success was positive.

In response to R. Collver, K. Holly explained that in regards to the Board website and school websites, the role of IT is building the platform for the portal and ensuring its functionality. The Communications department is responsible for the web design.

Moved by: M. Macdonald

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Information Technology Services Annual Report as information.

Carried

(c) **Data Report - eLearning Annual Report**

A. Nesbitt introduced Shayne Mann, Principal of Paris District High School and Shannon Jennings, Student Success Teacher Consultant and District eLearning Contact (DeLC).

A. Nesbitt briefly explained how the Board has been delivering eLearning (virtual learning, online learning) programming for approximately ten years, and during this time the program has expanded to include a greater number of courses and covers a variety of grades and pathways.

Enrolment numbers have become too low in the synchronous eLearning program and we have been unable to increase enrolment in those classes over the last few years. The plan is to have schools sync together eLearning class if they need them, as opposed to having six rural schools dedicate staff for eLearning classes that end up having low enrolment.

S. Mann reviewed the eLearning Program and Provincial eLearning Strategy.

eLearning Program:

- Asynchronous eLearning

- Synchronous eLearning
- Asynchronous and Synchronous Informal Programs
- Summer Schools, Alternate Education and Continuing Education.

S. Jennings reviewed blended learning in the classrooms:

- Increase in log ins for teachers from day one of semester 2 to date
- Full semester has 52 teachers, 803 students
- Teachers are receiving professional development support from these programs on line.

In response to D. Dean, A. Nesbitt explained that there is great potential for teachers to participate in professional development on line. The new learning model system (LMS) provides the benefit around the decrease in travel. The hours of training would still continue to see teachers released from their classroom.

In response to M. Macdonald, S. Jennings explained that the statistics provided for eLearning refers to secondary students only. ELearning is just opening up now for elementary students.

Moved by: J. Angus

Seconded by: M. Macdonald

THAT the Grand Erie District School Board receive the Data Report – eLearning Annual Report as information.

Carried

(d) **Summer School Report**

A. Nesbitt introduced S. Johnson, Vice Principal of North Park Collegiate and Summer School 2013 Principal. A. Nesbitt credited achievement rates in grade nine and 10 have grown substantially.

S. Johnson presented the 2012 innovations:

- 1) Increased length of the summer day by 30 minutes
- 2) Hagersville and Brantford sites delivered reach ahead credits and expanded their course offerings
- 3) eLearning course offerings were expanded from four courses to twenty courses
- 4) Co-op was offered in all three families of schools in Grand Erie with a partnership with Brantford St. Leonards's Youth Employment, to support "At Risk Youth in Brantford".

In response to M. Macdonald, S. Johnson explained there is no expectation for a student to show up at school while taking a course on line. The teachers, however, do make themselves available the first few days to have an opportunity to speak to the students in person, if needed.

C.A. Sloat inquired about any roadblocks for grade eight's taking on line courses.

A. Nesbitt explained that these are students who want to take the extra credit. More students are taking courses in the summer prior to the summer work years, and those students may be planning for a 4 year structured pathway to graduation.

S. Johnson and L. Williams (Principal of GELA) have met with elementary family of schools to consult regard the implementation of the summer literacy program for grades 7 and 8.

In response to M. Macdonald and how we can increase enrolment of students in literacy and numeracy programs, A. Nesbitt explained that historically it has been those who struggle in those areas; however this year the Lindsay Williams and Scott Johnson will be working with family of schools principals to establish a plan.

In response to M. Macdonald, J. Forbeck explained that the AANDC paid for some students to have the reach ahead credits, and this year the plan is to do the same again his summer.

In response to B. Doyle, S. Johnson will take the suggestion into consideration of increasing the length of day, although he believes the length of the day is at its maximum threshold for student learning.

Moved by: J. Angus

Seconded by: A. Everets

THAT the Grand Erie District School Board receive the Data Report – Summer School Report as information.

Carried

(e) **School Effectiveness Framework Report**

B. Blancher and A. Nesbitt introduced Principal Leaders Lori Barkans and Paul Kostelny.

The background was reviewed with additional information providing an overview of the Board's process. Schedule of visits made to secondary and elementary school were referred to.

In response to D. Dean, P. Kostelny noted that the OSSTF representation on the District Support/SEF Teams was started awhile back and was to be initiated as part of an open and transparent SEF process. The SEF process is not evaluative of teachers.

In response to J. Angus, A. Nesbitt explained that this was a fairly aggressive SEF schedule with the other accountability pieces being in place such as the school improvement plans.

Principals now have a window of one additional semester to work on things they were working on to achieve those goals.

There is a short window to complete all goals, a plan was created and prioritized with a decision to reschedule some items in another semester.

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the School Effectiveness Framework Report as information.

Carried

(f) **Trustee Expense Report (F3)**

Presented as printed.

Moved by: J. Angus

Seconded by: D. Dean

THAT the Grand Erie District School Board receive the Trustee Expense Report as information.

Carried

(g) **Education Week 2013**

J. Forbeck highlighted the revised chart that outlines events planned at the schools during Education Week. The increase of events on a daily basis signifies a high level of engagement.

Moved by: A. Everets

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Education Week Plans as information.

Carried

(h) **Quality Accommodations Report (BL8)**

J. Forbeck referred to the report as a shell on potential plans. Trustees were asked to review and prepare for discussion at the Committee of the Whole No. 2 Meeting on May 13, 2013.

Highlighted recommended Acton Plan that lists the following priority recommendations for consideration for implementation:

- Elementary French Immersion – Single Track
- Haldimand Secondary
- Central Norfolk Elementary
- Southeast Brantford Elementary

L. Bradovka left the meeting at 8:56 p.m.

In response to J. Angus, J. Forbeck explained one concept for French Immersion-Single Track could be to create the entire school at the Coronation site.

In response to R. Collver, J. Forbeck explained that this report provides a few recommendations, however will follow up on the recommendation to provide trustees with the full report, similar to when a consultation was done in the past.

A. Everets stated that the population is consistent in Haldimand, and the pressure point is that McKinnon Park Secondary School is growing and Cayuga Secondary School is shrinking. This will require consultation as it is a very delicate conversation.

M. Macdonald spoke about the AANDC and conversations with them going through the initial tuition agreement. It was suggested to re-establish boundaries again.

D. Fleet left the meeting at 9:06 pm

In response to J. Angus, J. Forbeck stated that there are four points in the action plan, but this is only a starting point. Another item to consider is the application of capital money and if it is done prior or after and accommodation review.

Moved by: J. Angus

Seconded by: M. Macdonald

THAT the Grand Erie District School Board refer the Quality Accommodations Report to the Committee of the Whole No. 2 Meeting on May 13, 2013.

Carried

(i) **Full Day Kindergarten Before and After School Programs**

B. Blancher referred to background, additional information, Before and After School Programs as of April 2013.

In response to C.A. Sloat, B. Blancher confirmed that notification of any schools being dropped from the list would be given to trustees. A viability spreadsheet will be completed and submitted to the Ministry, with information being provided on the website.

Moved by: B. Doyle

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Full Day Kindergarten Before and After School Program Report as information .

Carried

(j) **Kindergarten Calendar 2013-2014**

B. Blancher stated that 2013-2014 will be the final year of two separate kindergarten calendars, because all elementary schools will have full time kindergarten effective September 2014.

Some trustees showed a disappointment about the gradual entry for the kindergarten students, especially with full day kindergarten starting next year.

B. Blancher explains that gradual entry appears to take more time in the alternate day program because the classes are only scheduled every other day.

Gradual entry is the introduction of small groups of students to the school, staff and routines in order to provide an opportunity for the student to adjust to school and to provide an opportunity for the teacher to observe and get acquainted with the student.

Moved by: D. Dean

Seconded by: A. Everets

THAT the Grand Erie District School Board receive the report on the Kindergarten Calendar 2013-14 as information.

Carried

E – 1 **Administrative Procedure Consideration – Information Items**

(a) **OPSBA Report**

Nil.

F – 1 **Correspondence**

R. Collver reminded trustees about the Trustee Learning Session on Monday April 22, 2013 that will place focus on First Nations Metis Inuit(FNMI).

Grandview is requesting a trustee to speak at the Schoolyard Greening Ceremony that will take place on Monday April 22, 2013 from 12:30 p.m. to 2:00 p.m. The school is celebrating the transformation of the schoolyard to a greener space.

G – 1 **Adjournment**

Moved by: A. Everets

Seconded by: J. Angus

THAT the meeting be adjourned at 9:19 p.m.

Carried