



## GRAND ERIE DISTRICT SCHOOL BOARD

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

**Regular Board Meeting  
February 25, 2013, 7:15 p.m.**

### MINUTES

**PRESENT:**

**Trustees:** R. Collver, Chair, J. Angus, D. Dean, E. Dixon, B. Doyle, A. Everets, B. Johnston, 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:** C. Lefebvre

**Administration:** Nil.

**A – 1 Opening**

(a) **Roll Call**

The meeting was called to order by Board Chair R. Collver at 7:17 p.m.

(b) **Declaration of Conflict of Interest**

E. Dixon declared a conflict of interest for an In Camera property item.

(d) **Welcome to Open Session**

Board Chair R. Collver welcomed everyone to the Open Session at 7:17 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) **January 28, 2013 (Regular Board Meeting)**

Moved by: J. Angus

Seconded by: C.A. Sloat

THAT the minutes of the Regular Board Meeting, held January 28, 2013 be approved.

**Carried**

(b) **February 4, 2013 (Committee of the Whole No. 1 Meeting)**

Moved by: C.A. Sloat

Seconded by: E. Dixon

THAT the minutes of the Committee of the Whole No. 1 Meeting, held February 4, 2013 be approved.

**Carried**

(c) **February 11, 2013 (Committee of the Whole No. 2 Meeting)**

Moved by: M. Macdonald

Seconded by: J. Angus

THAT the minutes of the Committee of the Whole No. 2 held February 11, 2013 be approved.

**Carried**

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

(a) **Board Improvement Plan for Student Achievement Midyear Update  
(October 15, 2013)**

J. Forbeck briefly reviewed the operating plans in relation to the outcome of positive results for the Board Improvement Plan for Student Achievement (BIPSA).

B. Blancher referred to Appendix A “Board Improvement Plan for Student Achievement 2012-2013”.

The Elementary Program components of the Multi-Year Plan are early primary literacy, comprehensive literacy, and mathematics grades 3-8. The BIPSA focus is System Implementation and Monitoring (SIM) – Literacy and Numeracy Focus, Learning Cycles, SSI Junior/Intermediate and Ed Tech. School Improvement Plan for School (SIPS) will focus on school planning that reflects the Multi-Year Plan and the BIPSA along with local initiatives.

Background was provided for Appendix B “Director’s Data Report” and the results from the 2013-2013 Term 1 report card for level three and four were presented.

The presentations outlined the Multi-year Plan, Board Improvement Plan for School Achievement, and SIPS.

Lori Barkans, Nancy Norton, and Bill Valoppi, of the Elementary Program Team presented the elementary program slides highlighting reading, writing and numeracy.

The goals for improvement for numeracy focus on problem solving and teaching and learning of key concepts.

In response to D. Dean, B. Blancher explained that a 53% progress rate for the SSI J/I project refers to our lowest performing schools and students and the target group is students working at level R to level 2. The goal is to move as many students as possible to level 3 which is the provincial standard.

A. Nesbitt, Paul Kostelny, and Jason Hall presented the strategies and progress made to date for secondary schools.

Student Success and Secondary Program Multi-Year Plan includes thematic goals of numeracy, credit accumulation, literacy, and mathematics 7/8. A few key areas of the BIPSA were highlighted including: SSI Projects, Six Nations Turning Point and Schools Within a College (SWAC), and Grade 9 and 10 Curriculum Map. School Improvement Plan for School (SIPS) will focus on school planning that reflects the Multi-Year Plan and BIPSA.

In response to M. Macdonald, A. Nesbitt explained that the type of data used to establish the goals of % change and predict the % change is based on history and trends. A two % increase would be considered a good outcome considering significant gains have been made in previous school years..

A. Nesbitt explained how SSI projects attempt to identify which courses students encounter the greatest challenge. The starting point for the project is to identify which students are struggling the most and what is their greatest skill deficit? Once the area of growth is identified a plan is developed and implemented on how to best assist students in their learning and teachers in their instructional practice. A lot of accountability is built in this process for the principal who needs to be part of the process as the instructional leader.

In response to C.A. Sloat, A. Nesbitt explained that any student who takes at least one credit is included in the credit accumulation data set. P. Kostelny stated that students who are totally self-contained are not included in the credit accumulation data.

In response to D. Dean, A. Nesbitt explained that there is a significant difference between grade nine academic math and grade nine applied math EQAO results. The grade nine applied improved from 46% to 48% while in contrast the grade nine academic improved from 79% to 81%.

A. Nesbitt noted that is a challenging to close the gap between the academic and applied EQAO math results. This year in the BIPSA there is a commitment to develop a cross panel math resource for grades 7-9.. The applied level success rate in grade nine math is at the provincial average and has made significant gains over the years. The SSI Project is being mandated at the applied level.

In response to D. Dean , A. Nesbitt explained that the gap in achievement is much less in grade 9 and grade 10 English(applied and academic), with science results having a larger gap than English results but less of a gap than math results.

M. Macdonald indicated that the Turning Point and SWAC Program should be highlighted in the community showing the positive results of these programs.

J. Forbeck provided a report on the First Nations Metis Inuit (FNMI) students.

Five out of eight high needs compensatory elementary schools have a significant number of students who have self-identified themselves as FNMI.

The Education Focused Strategies include Support for Students, Support for Teachers and Community Engagement. FNMI Support will focus on Capacity Building, Current Status and Reflecting and Revising.

W. Baker, Carol McKenzie and Faye Adams presented the BIPSA for Special Education. The Special Education department is involved in pilot projects that include School Support Initiative for Special Education and a grade 6 EQAO project at Delhi Public School. Capacity Building will focus on concepts contained in Learning for All – Knowing Your Students, and learnings provided by the Lead EA for SEA Support.

In response to D. Dean, W. Baker shared the concern of addressing issues related to student behavior and discipline as part of our curriculum directly related to student achievement.

F. Adams highlighted data presented by Dr. Edmonds and the tie between achievement and behavior. He has been working with schools in Thames Valley School Board in the last four years and data shows that when you address behavior issues at the whole school level, then the achievement will increase.

Two elementary schools in our board – Central (Brantford) and Grandview Central (Dunnville) – participated in the Dynamic Classroom Management pilot. School staff worked directly with Dr. Edmonds on strategies aimed at improving school culture. Follow-up discussions reflect significant success and satisfaction with the program.

In response to M. Macdonald, B. Blancher explained that this year our Elementary Principal Learn Teams (PLT) (Appendix A – Page 10), through the provincial Leading Student Achievement initiative have partnered with PLTs from Hamilton-Wentworth and the District School Board of Niagara to expand our learning.

In response to C.A. Sloat, B. Blancher explained that there is not currently a master list of school and but this something that can be created.

It was requested that the future BIPSA updates be in a simpler format and provide a list of initiatives by school.

B. Johnston left the meeting at 8:35pm

It was recommended to review the presentation of the BIPSA Mid-Year Update and provide any comments to the Director.

Moved by: J. Angus

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Board Improvement Plan for Student Achievement Midyear Update as information.

**Carried**

## D – 1 Director's Report

The Director spoke to events happening at Grand Erie:

- Educational Works Alliance issued its second edition of education champions from the Brant/Norfolk/Haldimand areas
- The Ministry of Education awarded the following grants to the Board: Support Professional Learning on Suicide Prevention (\$12,000), Support Greater Technology Use in Educational Programs in Care, Treatment, Custody and Correctional Facilities (CTCC programs - \$45,000), and Summer Literacy Programs for Langton and King George

Barb Mitchell, Parenting and Family Literacy Centres Coordinator presented and overview of the Parent Family Literacy Centres (PFLC).

The presentation included:

- What a parenting and family literacy centre is
- Benefits
- Program Goals
- Location of Schools - elementary schools
- Schools Chosen - Princess Elizabeth and Major Ballachey
- Communication Plan

On behalf of the Board, Barb Mitchell was welcomed to Grand Erie District School Board.

Moved by: D. Werden

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Director's Report of February 25, 2013 as information.

**Carried**

#### E – 1 **Student Trustee Report**

No report.

#### F – 1 **Committee Reports**

##### (a) **Committee of the Whole No. 1 – February 4, 2013**

Moved by: D. Dean

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the Committee of the Whole No.1 Report dated February 4, 2013 as follows:

**Carried**

1. **In Camera Report**

THAT the Grand Erie District School Board refer B-1-a to Senior Administration.

2. **Directors' Report**

THAT the Grand Erie District School Board receive the Director's report of February 4, 2013 as information.

3. **HR7 Replacement/Casual Principal/Vice Principal Selection Process**

THAT the Grand Erie District School Board forward Policy HR7 – “Replacement/Casual Principal/Vice Principal Selection Process” to all appropriate stakeholders for comment to be received by May 3, 2013, as amended.

4. **FT10 Green School Construction**  
THAT the Grand Erie District School Board approve Policy FT10 — “Green School Construction”.
5. **SO2 School Councils**  
THAT the Grand Erie District School Board approve Policy SO2 — “School Councils”,  
as amended.
6. **SO4 Advertising and Material Distribution in Schools**  
THAT the Grand Erie District School Board approve Policy SO4 — “Advertising and Material Distribution in Schools”, as amended.
7. **FT104 Reporting of Vandalism and Unusual Property Occurrence Incidents**  
THAT the Grand Erie District School Board forward Administrative Procedure FT104 – “Reporting of Vandalism and Unusual Property Occurrence Incidents” to all appropriate stakeholders for comment to be received by May 3, 2013.
8. **HR101 Fragrance/Scent-Safe Workplace**  
THAT the Grand Erie District School Board forward Administrative Procedure HR101 – “Fragrance/Scent-Safe Workplace” to all appropriate stakeholders for comment to be received by May 3, 2013, as amended.
9. **SO133 Signing Authority for Short Term Agreements**  
THAT the Grand Erie District School Board forward Administrative Procedure SO133 – “Signing Authority for Short Term Agreements” to all appropriate stakeholders for comment to be received by May 3, 2013.
10. **FT117 Green School Construction**  
THAT the Grand Erie District School receive Administrative Procedure FT117- “Green School Construction” as information.
11. **Port Dover Composite School Transition Committee Report**  
THAT the Grand Erie District School Board disband the Port Dover Composite School Transition Committee.
12. **PPM155 – Diagnostic Assessment in Support of Student Learning**  
THAT the Grand Erie District School Board receive the PPM155 – Diagnostic Assessment in Support of Student Learning Report as information.

13. **Motion to Suspend Bylaw 5 Board Committee of the Whole Board Meetings Rules of Procedure'**

THAT the Grand Erie District School Board suspend Bylaw 5 Board Committee of the Whole Board Meetings Rules of Procedure to move In Camera immediately following the Regular Board Meeting on February 25, 2013.

14. **Correspondence**

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

R. Collver recommended a revision of the policy statement HR7 Replacement/Casual Principal/Vice Principal Selection Process to strengthen the leadership strategy.

(b) **Committee of the Whole No. 2 – February 11, 2013**

Moved by: J. Angus

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the Committee of the Whole No. 2 Report dated February 11, 2013 as follows:

**Carried**

1. **Director's Report**

THAT the Grand Erie District School Board receive the Director's report of February 11, 2013 as information.

2. **Incorporation of the Friends of the Educational Archives**

(a) THAT the Grand Erie District School receive the constitutional bylaw for information.

(b) THAT the Grand Erie District School approve the Co-operative Agreement between the Friends of the Educational Archives, Grand Erie District School Board and the Brant, Haldimand, Norfolk Catholic District School Board

3. **Employee Assistant Program Annual Report (HR112)**

THAT the Grand Erie District School receive the "Employee Assistance Program Report, 2011-2012" as information

4. **Public Meeting Schedule for Special Education Annual Review**

THAT the Grand Erie District School Board receive the report "Public Meeting Schedule for Special Education Annual Review" as information.

5. **Draft School Year Calendars 2013-2014**

THAT the Grand Erie District School Board receive the verbal report "Draft School Year Calendars 2013-2014" as information.



6. **OPSBA Report**

THAT the Grand Erie District School Board send a letter to, Liz Sandals, congratulating her on being appointed as Minister of Education and extend an invitation to join a trustee session.

7. **Correspondence**

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

**G – 1 New Business**

(a) **Workforce Report**

M. McDonald referred to the report that provides totals by employee groups/position that is relative to the budget. Retirement and resignation names are also included.

In response to C.A. Sloat, W. Baker confirmed that Psycho-Educational Consultants positions are all filled except for a maternity leave. There are seven people in these positions. M. McDonald stated that there are always vacancies that are not reflected in here.

Moved by: J. Angus

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the Workforce Report with data as of January 31, 2013 as information.

**Carried**

(b) **Ontario Early Years Policy Framework**

B. Blancher provided background to the Ontario Years Policy Framework and referred to Appendix A.

Best Start Parenting Centres and Parenting and Family Literacy Centres will have a common governance as the intent is to transfer Ontario Early Years Centre's governance to the Ministry of Education. PFLCs will be transferred to the Ministry of Education's Early Learning Division from the Learning Environment Division so a common framework for all these types of centres can be established

In response to C.A. Sloat and the College of Early Childhood Educators (referenced on Page 6 – Appendix A), B. Blancher will find out information if we have the same obligation similar to the Ontario College of Teachers.

In response to C.A. Sloat, B. Blancher stated that we will likely be mandated to administer the EDI.

Moved by: J. Angus  
Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Ontario Early Years Policy Framework Report as information.

**Carried**

## H – 1 Other Business

### (a) Summary of Accounts – January 2013

Presented as printed.

Moved by: A. Everets  
Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of January 2013 in the amount of \$9,322,811.30 as information.

**Carried**

### (b) Safety Audit Checking Report – January 2013

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

THAT the Grand Erie District School Board receive the Safety Audit Checking Report – January 2013 as information.

**Carried**

### (c) Native Advisory Committee Minutes – November 6, 2012.

Presented as printed.

Moved by: B. Doyle  
Seconded by: M. Macdonald

THAT the Grand Erie District School Board receive the Native Advisory Committee Minutes – November 6, 2012 as information.

**Carried**

### (d) Communications and Engagement Committee Minutes – February 4, 2013

In response to C.A. Sloat, J. Forbeck explained that a Request For Proposal (RFP) will be required for school agendas due to the volume of money spent on them yearly, as per the Broader Public Sector (BPS) Procurement.

A. Everets voiced a concern that local school council members indicate frustration with new purchasing policy in terms of timeframe and the lack of local vendors being used.

The purchasing policy are coming back to board for review in a month.

Moved by: D. Dean

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Communications and Engagement Committee Minutes – February 4, 2013 as information.

**Carried**

## I – 1 Correspondence

### (a) Ministry of Education re: Regulation 274/12

D. Werden explained how many boards have voiced concerns about 274/12 and should address specific challenges with this regulation to the Minister of Education.

It was suggested to write a letter to the Minister of Education, Liz Sandals opposing regulation 274/12, and explaining the challenges we have encountered with the hiring process. OPSBA, Public School Boards and MPPs should be copied.

The original letter sent to Laurel Broten regarding Regulation 274/12 will be attached.

Moved by: D. Werden

Seconded: B. Doyle

THAT the Grand Erie District School Board send a letter to Minister of Education, Liz Sandals opposing Regulation 274/12 and stating challenges we have encountered with the hiring process.

**Carried**

### (b) Princess Elizabeth School

In response to the question on why the school does not have cameras on the front door, J. Forbeck explained that the program was announced in December by Premier McGuinty and we didn't receive formal documentation until February 20, 2013 confirming funds for this.

Placing cameras on doors is dependent on layout of the front of the school and may vary across the Board.

There was concern regarding the language and tone of the letter, and it was stated that a process needs to be followed correctly and in a timely basis. The principal was not aware of this letter.

Director Forbeck requested at the will of the Board to visit the school and explain to the staff the process and timelines.

- (c) **Brantford Police Services**
- (d) **Corso, Mould & Associates**

Moved by: C.A. Sloat

Seconded by: D. Werden

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: J. Angus

THAT the Board move into In Camera Session to discuss personnel, legal and property matters at 9:35 p.m.

**Carried**

Open Session reconvened at 10:22 p.m.

Moved by: D. Werden

Seconded by: J. Angus

THAT the Regular Board meeting continues past 10:00 p.m. to deal with the remaining items on the agenda.

**Carried**

#### J - 2 **In Camera Report**

Moved by: J. Angus

Seconded by: B. Doyle

THAT item C-1-a be approved.

Moved by: C.A. Sloat

Seconded by: D. Werden

THAT item C-1-b be approved.

#### K **Adjournment**

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the meeting be adjourned at 10:23 p.m.

**Carried**