



GRAND ERIE DISTRICT SCHOOL BOARD

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

Regular Board Meeting
April 29, 2013, 7:15 p.m.

MINUTES

PRESENT:

Trustees: D. Dean, Vice-Chair, J. Angus, R. Collver, E. Dixon, B. Doyle, A. Everets, ,
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; Recording Secretary — D. Fletcher

REGRETS:

Trustees: B. Johnston, C. Lefebvre, M. Macdonald

Administration: A. Nesbitt

A – 1 Opening

(a) **Roll Call**

The meeting was called to order by Board Vice-Chair D. Dean at 6:30 p.m.

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

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

(c) **In Camera Session**

Moved by: C.A. Sloat

Seconded by: B. Doyle

THAT the Board move into In Camera Session to discuss legal, personnel and
property matters at 6:30 p.m.

Carried

(d) **Welcome to Open Session**

Board Vice-Chair D. Dean welcomed everyone to the Open Session at 7:21 p.m.

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

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

(f) **In Camera Report**

Moved by: R. Collver
Seconded by: D. Werden
THAT Item C-1-b be approved.
Carried

(g) **Memorials**

Nil.

(h) **Presentations**

Nil.

(i) **Delegations**

Nil.

B – 1 Approval of Minutes

(a) **March 25, 2013 (Regular Board Meeting)**

In response to R. Collver, J. Gunn confirmed that the fencing for Waterford Public School should be listed only on the Pride of Place Report.

Moved by: R. Collver
Seconded by: J. Angus
THAT the minutes of the Regular Board Meeting, held March 25, 2013 be approved.
Carried

(b) **April 8, 2013 (Committee of the Whole No. 1 Meeting)**

Moved by: J. Angus
Seconded by: A. Everets
THAT the minutes of the Committee of the Whole No. 1 Meeting, held April 8, 2013 be approved.
Carried

(c) **April 15, 2013 (Committee of the Whole No. 2 Meeting)**

Moved by: J. Angus

Seconded by: B. Doyle

THAT the minutes of the Committee of the Whole No. 2 held April 15, 2013 be approved.

Carried

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

Nil.

D – 1 Director's Report

J. Forbeck highlighted upcoming events. The Ontario Secondary School Literacy Test (OSSLT) Re-Write date will be on May 14, 2013.

Earth Week Celebrations were held last week that involved many schools participating in activities throughout the week. A School Greening Event was held at Grandview, and Forest in the City tree-planting events involved a majority of the secondary schools in Brantford/Brant County. The Energy Dashboard software was launched at Burford District Elementary School, which will soon be made available in all schools.

Grand Erie Parent Involvement Committee (GEPIC) will join the school council of Central School to lead a Mental Health Event at the school on May 1, 2013. The event celebrates Grand Erie's role in mental health promotion in advance of Mental Health Week (May 6-10).

The 31st Annual Brantford Classic Run was held on April 28, 2013, with more than 19 schools and one team from the Education Centre participating.

Fred Fox, brother of Terry Fox will be honoring students at North Park and Cobblestone for their achievements in fundraising. 54 schools in our Board participated in the 2012 Terry Fox Run raising \$62,704.04.

B. Blancher invited Ann Boyd, Teacher Consultant for Elementary Program and Cam MacDonald, Teacher Consultant for Intermediate Program/Student Success to present an overview of the Three-Part Math Lesson:

The WHY, WHAT and HOW of a Three-Part Math Lesson:

- Learning through problem-solving is embedded in our curriculum
- Learning through problem-solving is research-based
- Learning through problem-solving is supported by ongoing research in Ontario
- The three-part lesson: a framework for learning (achievement, engagement, environment)
- Planning the Three-Part Math Lesson

- Part 1 - Getting Started(Minds On)
- Part 2 – Working On It (Action!)
- Part 3 – Reflecting and Connecting (Consolidate and Highlight)
- MathGains Section - <http://edugains.ca/newsite/math2>
- EduGains Section – <http://edugains.ca/newsite/Ins/index/html>

In response to C.A. Sloat, A. Boyd stated that the program can be seen in varying degrees in some classrooms. While some teaching methods are being used, other classrooms are just in the awareness stage. The goal is to have all classrooms involved.

In response to D. Werden, J. Forbeck explained that writing the OSSLT twice this year will promote a greater participation rate. We do not know if it will affect the EQAO results. Due to inclement weather, some boards and schools were unable to write it on the first day (April 11, 2013). Data from both tests will be reviewed.

Moved by: C.A. Sloat

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Director's Report of April 29, 2013 as information.

Carried

E – 1 Student Trustee Report

D. Fleet and L. Bradovka provided a verbal update on the Student Senate Meeting held on April 28, 2013. Elections were held for student trustees for the 2013-2014 year. Keegan Amy, from Paris District High School was elected from the North (Brantford/Brant County) and Karissa Manning, from Hagersville Secondary School was elected from the South (Haldimand/Norfolk).

The meeting included presentations on Mental Health Strategy and Energy and Environment Conservation Report. A briefing on the student trustee role was provided by the Director. The meeting ended with student representatives from each secondary schools sharing which events are happening on their schools.

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School receive the Student Trustee Report of April 29, 2013 as information.

F – 1 Committee Reports

(a) Committee of the Whole No. 1 – April 8, 2013

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 April 8, 2013 as follows:

Carried

1. **Directors' Report**
THAT the Grand Erie District School Board receive the Director's report of April 8, 2013 as information.
2. **SO3 Involvement of Schools in Community Events**
THAT the Grand Erie District School Board forward Policy SO3 – “Involvement of Schools in Community Events” to all appropriate stakeholders for comment to be received by September 13, 2013
3. **SO5 School/Site Security and Lockdown**
THAT the Grand Erie District School Board forward Policy SO5 – “School/Site Security and Lockdown” to all appropriate stakeholders for comment to be received by September 13, 2013, as amended.
4. **F104 Board Advertising**
THAT the Grand Erie District School Board forward Administrative Procedure F104 “Board Advertising” to all appropriate stakeholders for comment to be received by September 13, 2013.
5. **HR108 Police Record Checks for New Employees**
THAT the Grand Erie District School Board forward Administrative Procedure HR108 “Police Record Checks for New Employees” to all appropriate stakeholders for comment to be received by September 13, 2013.
6. **HR109 Offence Declaration**
THAT the Grand Erie District School Board forward Administrative Procedure HR109 “Offence Declaration” to all appropriate stakeholders for comment to be received by September 13, 2013.
7. **SO108 Community Providers and Schools Working Together**
THAT the Grand Erie District School Board forward Administrative Procedure SO108 “Community Providers and Schools Working Together” to all appropriate stakeholders for comment to be received by September 13, 2013, as amended.
8. **SO126 Volunteers**
THAT the Grand Erie District School Board forward Administrative Procedure SO126 “Volunteers” to all appropriate stakeholders for comment to be received by September 13, 2013, as amended.
9. **Draft Child and Youth Mental Health Strategy**
THAT the Grand Erie District School Board receive the “Draft Child and Youth Mental Health Strategy” as information.

10. **Data Report – School Climate Surveys (2011-2012)**
THAT the Grand Erie District School Board receive the “Data Report – School Climate Surveys (2011-2012)” as information.
11. **Events Protocol**
THAT the Grand Erie District School Board receive Events Protocol as information and refer to administration to bring back as a policy at the Committee of the Whole No.1 Meeting on September 9, 2013.
12. **Policy/Procedures Manual Review**
THAT the Grand Erie District School Board create an Ad-hoc Committee to report back to the Board in November 2013.
13. **Trustee Code of Conduct**
THAT the Grand Erie District School Board create a committee that provides a report on the Trustee Code of Conduct in the fall of 2013.

(b) **Committee of the Whole No. 2 – April 15, 2013**

Moved by: C.A. Sloat

Seconded by: R. Collver

THAT the Grand Erie District School Board approve the Committee of the Whole No. 2 Report dated April 15, 2013 as follows:

Carried

1. **In Camera Report**
THAT the Grand Erie District School Board approve the term extensions subject to final budget approval and ministry funding.
2. **Director’s Report**
THAT the Grand Erie District School Board receive the Director's report of April 15, 2013 as information.
3. **Secondary Average Class Size**
THAT the Grand Erie District School Board approve an increase to the average aggregate Secondary School Class size of 22 for 2013-2014.
4. **International Students – Fee Structure**
THAT the Grand Erie District School Board approve the 2013-2014 Tuition Fees for International Students.
5. **Mileage Remuneration Review**
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.

6. **Doverwood Public School Transition Report**
THAT the Grand Erie District School Board receive the Doverwood Public School Transition Report as information.
7. **General Contractor Award – Ecole Dufferin Public School**
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.
8. **Educational Technology Initiative Update**
THAT the Grand Erie District School Board receive the Educational Technology Initiative Update as information.
9. **Information Technology Services Annual Report**
THAT the Grand Erie District School Board receive the Information Technology Services Annual Report as information.
10. **Data Report - eLearning Annual Report**
THAT the Grand Erie District School Board receive the Data Report – eLearning Annual Report as information.
11. **Summer School Report**
THAT the Grand Erie District School Board receive the Data Report – Summer School Report as information.
12. **School Effectiveness Framework Report**
THAT the Grand Erie District School Board receive the School Effectiveness Framework Report as information.
13. **Trustee Expense Report (F3)**
THAT the Grand Erie District School Board receive the Trustee Expense Report as information.
14. **Education Week 2013**
THAT the Grand Erie District School Board receive the Education Week Plans as information.
15. **Quality Accommodations Report (BL8)**
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.
16. **Full Day Kindergarten Before and After School Programs**
THAT the Grand Erie District School Board receive the Full Day Kindergarten Before and After School Program Report as information.

17. Kindergarten Calendar 2013-2014

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

G – 1 New Business**(a) Workforce Report**

The report provides totals by employee group/position relative to budget and retirement and resignation names.

Moved by: A. Everets

Seconded by: J. Angus

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

Carried

(b) Quarterly Budget Report

J. Gunn referred to the Revenue Fund Summary. The original budget estimates for 2012-2013, revised estimates for 2012-02013, updated with actuals Sept – Feb and variance from revenue estimates for 2012-2013 were reviewed.

A major changes shows that EPO Grants – Other at revised estimates for 2012-2013 was \$2, 027,625 and now updated with actuals Sept – Feb shows and increase to 4,134,393.

The Revenue Fund- Schedule of Expenditures was reviewed showing that the expenditures are on budget or better.

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Quarterly Budget Report for the period ended February 28, 2013 as information.

Carried

(c) Enrolment Update

J. Gunn reviewed the enrolment update and highlighted that the elementary actual ADE is 16, 655.5 versus a projected ADE of 16, 418.5. The increase is largely due to the JK/SK cohort.

The secondary enrolment budgeted for 2012-2013 shows 9,650.1. reported actuals are 9, 630.8 with a difference of 19.3. The actual decline between October and March is below the 5 year average. The quality accommodations committee has recognized that the 3 year trend will continue downward for 3 more years.

Compared to the enrolment based on the revised estimates from the quarterly financial report, these numbers overall are slightly higher.

R. Collver commented on the outstanding job we do in predicting enrolment numbers in the budget.

Moved by: C.A. Sloat

Seconded by: D. Werden

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

Carried

(d) **Re-Alignment of the Educational Technology 5 Year Plan**

Next year is year 4 of the Ed Tech initiative and the Ed Tech team is now proposing the following changes to our 5 year plan:

- Phase 4 changes to Initiative implementation for grades 3 and 4 rather than grades 1 and 3
- Phase 5 changes to K, 1 and 2 rather than K, 2 and 4.

C.A. Sloat stated that approval is required for any changes proposed as the original implementation plan was approved back in 2010.

In response to R. Collver, B. Blancher explained this is no impact to budget because the budget is already allocated in year 4. The team is currently reviewing the grade 3 and 4 teachers who have not yet been infused.

Moved by: J. Angus

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve the Re-Alignment of the Ed Tech 5 Year Plan Report, subject to budget approval.

Carried

H – 1 Other Business

(a) **Summary of Accounts – March 2013**

Presented as printed.

Moved by: R. Collver

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of March 2013 in the amount of \$10,326,440.58 as information.

Carried

(b) **Joint Occupational Health and Safety Committee Minutes – April 18, 2013**

Presented as printed.

J. Gunn will follow up on the month of Agnes Hodge's double XX review. (Note: Agnes Hodge had its annual inspection in April).

Moved by: B. Doyle

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the "Joint Occupational Health and Safety Committee Minutes – April 18, 2013" as information.

Carried

(c) **Special Education Advisory Committee Minutes – March 7, 2013 (6:00 p.m.)**

Presented as printed.

Moved by: R. Collver

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the "Special Education Advisory Committee Minutes – March 7, 2013 (6:00 p.m.)" as information.

Carried

(d) **Special Education Advisory Committee Minutes – March 7, 2013 (7:15 p.m.)**

Presented as printed.

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the "Special Education Advisory Committee Minutes – March 7, 2013 (7:15 p.m.)" as information.

Carried

(e) **Native Advisory Committee Minutes – February 19, 2013**

Presented as printed.

D. Dean is impressed with leadership shown by Trustee Macdonald. She is a terrific leader of the committee. He also thanked the Director for the valuable resources provided at meetings and most recently at the FNMI trustee learning session.

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the "Native Advisory Committee Minutes – February 19, 2013" as information.

Carried

(f) **Student Transportation Services Brant Haldimand Norfolk Minutes – October 23, 2012**

Presented as printed.

In response to C.A. Sloat, J. Gunn explained that the E&E Review did occur. When the government released the GSNs, a question was raised regarding a 1% claw back for an E&E rating that did not show a high rating. The response indicated that the government was not providing a claw back to boards any further. Boards have seen great efficiencies.

In response to C.A. Sloat and 4.1.5 Bell Time Summary, J. Gunn explained that the bell times are discussed as part of the annual process for transportation at the Consortia. No bell times are changed without approval of executive council in consultation with the schools involved.

In response to E. Dixon and 4.1.2 Vehicle Cost Tab, J. Gunn explained that the increased cost of \$400,000 is not a true increase but an allocation between vehicles.

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the “Student Transportation Services Brant Haldimand Norfolk Minutes – October 23, 2012” as information.

Carried

(g) **Compensatory Education Committee Minutes – February 21, 2013**

Presented as printed.

In response to C.A. Sloat, J. Forbeck clarified the term medicalizing.

He explained how 4.1.b refers to those moms in some communities that may not have an opportunity to work because of lack of daycare available.

Moved by: C.A. Soat

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the “Compensatory Education Committee Minutes – February 21, 2013” as information.

Carried

(h) **Quality Accommodations Committee Minutes – March 26, 2013**

Presented as printed.

Moved by: A. Everets

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the “Quality Accommodations Committee Minutes – March 26, 2013” as information.

Carried

I - 1 Correspondence

R. Collver remind trustees that the Director's Review Committee is looking for a 100% participation in the Director Performance Appraisal survey. The deadline is May 3, 2013.

Emails will be sent out regarding volunteers to review the policy and procedure manual and the trustee code of conduct.

L. Bradovka and D. Fleet left the meeting.

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 matters at 8:26 p.m.

Carried

Open Session reconvened at 8:56 p.m.

K - 1 Adjournment

Moved by: B. Doyle

Seconded by: D. Werden

THAT the meeting be adjourned at 8:57 p.m.

Carried

Board Vice-Chair, David Dean