



## Committee of the Whole Board

August 18, 2014

Education Centre, Board Room

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# MINUTES

**Present:** J. Angus, Committee Chair, R. Collver, D. Dean, E. Dixon, B. Doyle, A. Everets, C. Lefebvre, M. Macdonald, C. A. Sloat, T. Waldschmidt, D. Werden, M. Brown (Student Trustee)

**Administration:** Director — J. Forbeck; Superintendents – D. Abbey, W. Baker, B. Blancher, J. Gunn, M. McDonald, A. Nesbitt S. Sincerbox; Recording Secretary - D. Fletcher

**Regrets:**

**Trustees:** E. Creed (Student Trustee)

**Administration:** Nil.

**A – 1 Opening**

**(a) Roll Call**

The meeting was called to order by Committee Chair, J. Angus 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: C.A. Sloat

Seconded by: T. Waldschmidt

THAT the Board move into In Camera Session to discuss legal and personnel matters at 6:45 p.m.

**Carried**

**(d) Welcome to Open Session**

The Public Session meeting was called to order by Committee Chair, J. Angus, at 7:21 p.m.

A welcome was extended to Madelaine Brown, who is attending her first meeting in her role as the 2014-2015 student trustee (North).



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

Moved by: T. Waldschmidt

Seconded by: R. Collver

THAT the agenda be approved as printed.

**Carried**

(f) **In Camera Report**

Nil.

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

(a) **Sport Fields Update**

J. Gunn provided highlights of the PowerPoint presentation that the City of Brantford presented recently at various public meetings. N. Stamer and M. Kraemer (Field of Dreams Committee) were in attendance to answer any questions.

Preliminary design concepts of the sports fields for Pauline Johnson (PJ) and North Park Collegiate (NPC) were provided.

PJ is slated to contain a full size 8 lane Olympic level rubberized track and include: TRACK, 8 Lane Track (twin chute), steeple chase, high jump, long jump, triple jump, pole vault, FIELD, CFL football, FIFA international soccer, IRB international rugby, field lacrosse, field hockey. Additional amenities may include: scoreboard, bleachers, press box and washroom renovations.

NPC is slated to contain a 4 lane track, CFL football field, and FIFA International soccer, in addition to bleachers and may include washroom renovations and a press box.

The presentation also outlined benefits of artificial turf fields and benefits to the region.

The City of Brantford is considering funding for both projects with total cost estimates of \$2.6 to \$2.9 million for PJ and \$2 to \$2.4 million for NPC.

J. Gunn noted that all of the logistics of joint use have not been worked out but clarified that the replacement of turf in year 15 is based on information provided by experts and that possible parking for larger events could be at Mohawk Park, which is adjacent to the field.

N. Stamer stated that if everything goes according to plan, then construction would be started at both sites during April 2015 and should be ready by September 2015.



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### C – 1 Director's Report

The Director highlighted:

- The Director's Meeting with Administrators for the 2014-2015 school year will be taking place on Tuesday August 26, 2014 at Valley Heights Secondary School
- Smart City/Knowledge Workforce (Dr. Nick Bontis) will be presenting on September 16, 2014, 7:00 p.m. – 9:00 p.m. at the Sanderson Centre (100 reserved seats have been made available for Grand Erie)
- Awards and Recognition: The National School Public Relations Association (NSPRA) recognized Grand Erie District School Board with three awards for two publications and a video produced in 2013-14. There were 725 entries across Canada and the United States in the Marketing Category and Grand Erie was one of 16 school districts recognized with the Award of Merit for the Preparing for High School Guide and one of 13 school districts to receive an Honourable Mention for the Welcome to Kindergarten Guide. In the Audio/Visual Category, Grand Erie was one of 7 from 146 entries to receive an Honourable Mention for the 2013-14 video that highlighted the Multi-Year Plan.

Moved by: C.A. Sloat

Seconded by: D. Werden

THAT the Grand Erie District School Board receive the Director's Report of August 18, 2014 as information.

**Carried**

### D – 1 New Business – Action/Decision Items

#### (a) Approval of Next Year's CW1, CW2, and Board Schedules of Agenda Items

##### (i) Committee of the Whole No. 1

J. Forbeck described the work of Policy and Procedure Ad Hoc Committee and that one of the goals is to combine a policy and procedure into one document.

C. A. Sloat noted that this committee will meet again to review and finalize a plan. A report will be provided to the board.



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R. Collver added that it is important to note that the trustees view comments submitted by stakeholders and revisions made to the policies and procedures.

Moved by: T. Waldschmidt

Seconded by: D. Werden

THAT the Grand Erie District School Board approve the proposed schedule for the 2014-2015 Committee of the Whole No. 1 meetings.

**Carried**

(ii) **Committee of the Whole No. 2**

Moved by: C.A. Sloat

Seconded by: C. Lefebvre

THAT the Grand Erie District School Board approve the proposed schedule for the 2014-2015 Committee of the Whole Board No. 2. Meetings.

**Carried**

(iii) **Regular Board**

C.A. Sloat referred to the review of borrowing bylaws that are not on this schedule but reported at the organizational meeting held in December.

It was suggested to add these bylaws to this schedule.

Moved by: R. Collver

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the proposed schedule for the 2014-2015 Regular Board Meetings, as amended.

**Carried**

(b) **Approval of IPRC Composition**

S. Sincerbox presented the report which is consistent with Bylaw 8 and Regulation 181/98.

Moved by: D. Werden

Seconded by: B. Doyle



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THAT the Grand Erie District School Board approve the Identification, Placement and Review Committee structure and jurisdiction as set out in the IPRC Terms of Reference included in Bylaw 8.

**Carried**

(c) **Energy Conservation and Demand Management Plan**

J. Gunn explained how the Green Energy Act (Ontario Regulation 397/11) requires school boards to report on the following: annual energy consumption and greenhouse gas emissions, building profiles, proposed energy conservation measures and annual energy management strategies.

The report was submitted before the July 1, 2014 deadline.

He referred to page 15 and conservation goal that summarizes approximately 2% annual energy savings. That will generate a significant amount of savings through three strategies: design, construction and retrofit strategies, operations and maintenance strategies, and occupant behavior strategies.

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Energy Conservation and Demand Management Plan as information.

**Carried**

(d) **Special Education Advisory Committee (SEAC) Membership**

S. Sincerbox referred to Regulation 464/97 and Bylaw 8 in regards to a nomination brought forward for approval from Woodview for Christina Clattenburg as a committee representative for the SEAC Committee.

C.A. Sloat noted the appointment would be until November 30, 2014.

Moved by: C.A. Sloat

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the appointment of Christina Clattenburg as the SEAC representative from Woodview; Mental Health and Autism Services, until November 30, 2014.

**Carried**



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### (a) Annual Operating Plans – School Year 2014/15

J. Forbeck addressed the Multi-Year Plan and how the annual operating plans focus on environment and engagement and the board improvement plan focuses on achievement.

#### (i) Environment – Safe and Inclusive Schools

W. Baker reviewed the four areas of focus: Threat/Risk Assessment Protocol, Bullying Prevention and Intervention, Equity and Inclusive Education, and Safe and Inclusive Committee.

W. Baker clarified the following:

- “Fair Notice” will be coming back in January 12, 2014 with the Threat Risk procedure
- The global day of dignity does not include all students in the Board but a small group of secondary school representatives
- The student mental health symposium is board level

It was suggested that schools are provided a list of approved programs for bullying prevention training. There needs to be evidence based programs that make a difference in schools.

#### ii) Environment – Quality Accommodations

J. Gunn reviewed the Energy Reduction Strategy, Multi Year Capital Plan, Capital Renewal, and Environmental Initiatives.

J. Gunn clarified that the goal is to develop an Facility Condition Index (FCI) report that identifies critical building components in of the 1-5 year renewal items, that affect student learning.

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

J. Forbeck – invited S. McKillop to address any questions.



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J. Forbeck reviewed School Website Implementation, Social Media Guidelines, Freedom of Information and Protection of Privacy, Recognition Program, Public Health Protocol, and Partnerships.

J. Forbeck clarified the social media guidelines portion, the goal is to manage it responsibly. He addressed a concern about the completion of partnership forms and how this will need to be clarified with all principals in relation to SO108 and other partnerships.

M. McDonald explained how the manager's clinic aligns with the leadership program and will be offered in the fall for administrators. It will offer operational functions at the school that provides leadership for principals.

### **(iv) Engagement – Parental Engagement**

J. Forbeck reviewed Parent Engagement and School Improvement Plans, Tell Them From Me and Parent Satisfaction Survey, GEPIC supporting School Councils, System-Home Parent Communication.

B. Blancher explained the importance of aligning the current French Immersion (FI) communication on the website with the Ministry framework.

### **(v) Engagement – Staff Engagement**

M. McDonald reviewed Staff Leadership, Employee Relations, Succession Planning and Performance Appraisals.

M. McDonald explained that the goal in regards to performance appraisal is to address all areas for completion.

Moved by: B. Doyle

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Annual Operating Plans of Senior Administration for the school year 2014/15 as information.

**Carried**

### **(b) Absence Statistics**



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M. McDonald outlined sick leave usage for various employee groups from 2005-2013. This will become an annual report to be provided later in the fall and will provide up to date statistics of the previous year.

Moved by: D. Werden

Seconded by: C.A. Sloat

THAT the Grand Erie District School receive the Absence Statistics report as information.

**Carried**

### **E – 1 Bylaw/Policy/Procedure Consideration – Action/Decision Items**

#### **(a) SO7 Student Expulsions**

W. Baker noted two changes proposed to admin procedure, which is being combined with the policy. He explained the addition of the minutes of settlement.

Discussion involved wording “including possessing a firearm”, and it was agreed to keep that wording in the policy.

Moved by: C.A. Sloat

Seconded by: E. Dixon

THAT the Grand Erie District School forward Policy SO7 — “Student Expulsions” to all appropriate stakeholders for comment to be received by November 28, 2014, as amended.

**Carried**

### **F – 1 Other Business**

#### **(a) OPSBA Report**

No report.

A. Everets attended the OPSBA Annual General Meeting (AGM) in July 2014. She attended a session “Compass for Success”, an approach that recognizes and embraces the uniqueness of each student. It explores their interests via creative approaches and enriching lessons to cultivate an appreciation for lifelong learning. She suggested that a presentation could be made to the Board.





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It was suggested that a verbal report be provided at the Board Meeting on August 25, 2014 by superintendents J. Gunn and M. McDonald regarding the value of OPSBA in relation to Human Resources and operations.

### G – 1 Correspondence

Nil.

### H - 1 In Camera Session

Moved by: C.A. Sloat

Seconded by: D. Werden

THAT the Board move into In Camera Session to discuss personnel matters at 9:06 p.m.

**Carried**

### H - 2 In Camera Report

Moved by: D. Werden

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the recommendation for adding to the Replacement/Casual Principal and Vice-Principal list.

**Carried**

Moved by: T. Waldschmidt

Seconded by: D. Dean

THAT the Grand Erie District School Board approve the Director's Operational Goals for 2014-2015.

**Carried**

### I – 1 Adjournment

Moved by: D. Dean

Seconded by: C.A. Sloat

THAT the meeting be adjourned at 9:34 p.m.

**Carried**

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Committee of the Whole Board No. 2 Chair, Jane Angus