GRAND ERIE DISTRICT SCHOOL BOARD
Head Office, 349 Erie Avenue
Brantford, ON N3T 5V3

Committee of the Whole Board No. 1 Meeting
October 6, 2008, 7:00 p.m.

PRESENT:

Trustees:	S. Cann, Chair, J. Angus, R. Collver, A. Everets, M. Hurley, B. Johnston, C. Lefebvre, M. Macdonald, C.A. Sloat, D. Werden, N. Chambers (Student Trustee), B. Hladysh (Student Trustee)
Administration:	Director — J. Wibberley; Superintendents — G. Anderson, B. Blancher, J. Gunn, A. Nesbitt, D. Pyper; Recording Secretary — J. Grincevicius

REGRETS:

Trustees:	B. Doyle
Administration:	Nil

A – 1 **Opening**

(a) **Roll Call/Welcome**

The meeting was called to order by Chair, S. Cann, at 7:00 p.m.

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

B. Johnston noted he may have a conflict of interest during the In Camera session.

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

Moved by: J. Angus
Seconded by: M. Hurley
THAT the Agenda be approved.
Carried

(d) **Delegation — Norfolk West Accommodation Review Committee — Anissa Krakar, Teeterville Home and School Association re Proposed Gymnasium Extension**

Advance notice of a delegation by Anissa Krakar regarding the proposed gymnasium extension at Teeterville Public School, along with the presentation notes, was received before the Thursday noon deadline on October 2, 2008; however, a revised copy of the presentation material was not received until 2:13 p.m. on October 6, 2008.

Moved by: J. Angus
Seconded by: R. Collver
THAT the delegation by Anissa Krakar regarding the proposed gymnasium extension at Teeterville Public School be heard using her revised presentation materials.
Carried

Anissa Krakar is President of Teeterville Public School's Home and School Association. She stated that the Home and School Association believes that a gymnasium addition/expansion is a need and a safety issue. She noted that programming would be enhanced with a larger gymnasium, e.g. physical education classes. The Association believes an expanded gymnasium is more useful than adding a multi–purpose room. The Home and School Association is prepared to fund raise all or part of the difference between the amount needed for the expansion and the addition of a multi–purpose room.

When questioned by J. Angus, Anissa Krakar indicated she was not aware of how much fund raising would be needed.

R. Collver thinks appropriate Facility Services staff should meet with the Teeterville Home and School representatives to discuss the matter.

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

(a) **Accommodation Reviews — Additional Information**

J. Gunn explained that further information was requested at the August 18, 2008 Committee of the Whole Board meeting. He reviewed a list showing library and gymnasium square footage, along with current enrolment, for each elementary school. It also indicates if there is a stage in the gymnasium. Generally, library and gymnasium sizes reflect the enrolment size. The average library is 1,300 square feet, while the average gymnasium is 2,200 square feet. The schools studied in the two most recent accommodation reviews also have the projected enrolment shown on the list.

A. Everets thinks it is important to look at the schools which have been involved in recent consolidations to see what are reasonable sizes for libraries and gymnasiums, e.g. Walsh, Walpole North, Jarvis and Port Rowan Schools.

J. Gunn indicated that the proposed multi–purpose room at Teeterville would be a separate room. The gymnasium is about the size of the gymnasium in the rest of the schools in that enrolment range. He stated there is no standard and a wide range of sizes among schools. J. Angus thinks trustees need to remain open to accommodating the current curriculum needs in gymnasium and library spaces. She hopes that administration will meet with the Teeterville Home and School Association to discuss the possibility of fund raising to enlarge the gymnasium.

B. Johnston indicated that using a multi–purpose room for physical education is a fairly contemporary idea. It was noted that at St. George–German, the multi–purpose room is used actively by kindergarten to grade 2 students.

R. Collver believes there are more programming demands on schools and it is worth discussing fund raising for an enlarged gymnasium with the Teeterville Home and School.

C.A. Sloat believes the discussion is premature as trustees have not decided on which direction to take to accommodate students affected by the Norfolk West Accommodation Review.

J. Gunn reviewed charts showing Ministry Rated Capacity (OTG), projected capacity for 2009–10 and 2009–10 projected FTE enrolment organization for the following schools: Delhi, Teeterville, Bellview and Princess Elizabeth. The objective is to try and get the utilization as high as possible.

A. Everets stated that organizing classes has become more difficult because of class size caps. She noted that all these schools, except Delhi, are anticipating declining enrolment in future years, although it becomes more difficult to predict enrolment further into the future. She thinks that a factor has to be if an expansion is needed to accommodate enrolment in five to ten years.

R. Collver noted that full time junior and senior kindergarten may come into effect which will affect the capacity of our facilities.

J. Gunn showed slides of the modular additions at Jarvis and Lansdowne Public Schools. This type of addition is proposed for Delhi Public School. The photographs demonstrated the type of footings, beams, siding, heating/cooling systems, and methods utilized to deal with potential mold. These modular additions are relocatable, if required.

B. Johnston indicated he is very impressed by the Lansdowne School project as the building is flexible in that parts can be moved to another location should enrolment decline.

Moved by: C.A. Sloat
Seconded by: C. Lefebvre
THAT the Grand Erie District School Board receive the Accommodation Reviews — Additional Information report as information.
Carried

(b) **Brantford South Accommodation Review — Administration Report [from August 18, 2008]**

J. Gunn indicated that if Joseph Brant is closed, Bellview and Princess Elizabeth Schools would remain to accommodate the Brantford South students. Administration believes a four–classroom addition is required. The current portables could then be removed. The funding would come from the saved operating costs less the grant reductions for top up and school administration.

J. Angus noted that the Accommodation Review Committee members expressed concern about the open concept at Bellview and requested closing of classrooms. J. Gunn indicated this is not included in the proposed renovations but could be considered in the final plans. C.A. Sloat indicated that it is not as easy as simply putting up walls as heating and electrical systems must be accommodated.

J. Gunn noted the spaces close to the renovations would undergo painting and new flooring. J. Angus hoped that some revitalization could take place at Princess Elizabeth to welcome the new students.

D. Werden noted that enrolment is declining at Bellview and questioned why a permanent structure would be erected rather than adding a modular addition. J. Gunn stated that because of the way the school is configured, an addition better utilizes the current space.

A. Everets believes the Board should build to accommodate students' needs, rather than communities' expectations.

J. Wibberley indicated that any enhancements to schools are to be sought through buildings and grounds funding.

J. Wibberley thinks that the Accommodation Review Committee members were apprised of what administration believes to be required to accommodate students in the remaining schools.

R. Collver thinks the type of information presented to the two Accommodation Review Committees was different. J. Gunn stated that information about a proposed addition to Bellview was presented to the Committee.

B. Johnston believes that the development of a set of standards for Accommodation Review Committee operations is required. The filter is administration who will sort out community requests versus what is needed to appropriately accommodate students.

(c) **Norfolk West Accommodation Review — Administration Report [from August 18, 2008]**

J. Gunn reviewed the proposed organization of Delhi and Teeterville Schools should Windham Central be closed. He reviewed the proposed construction at Delhi being a six classroom modular addition, kindergarten and staff room upgrades, and fencing and asphalt; and at Teeterville being a multi–purpose and storage rooms addition, and change room upgrades. The funding would come from the saved operating costs less the grant reductions for top up and school administration.

The difference between expanding the gymnasium at Teeterville and adding a multi–purpose room is approx $130,000.

R. Collver thinks the Board should consider the Teeterville Home and School Association proposal of fund raising for an expanded gymnasium instead of a multi–purpose room.

C.A. Sloat expressed concern with putting an addition at Teeterville School due to declining enrolment. The Board must clean, heat and maintain additions in the future.

In response to a question from B. Johnston, J. Gunn noted the floor of the Teeterville gymnasium is parquet with an unknown condition. B. Johnston is concerned with the cost of an enlarged gymnasium. J. Gunn indicated that a multi–purpose room can be used for other activities, as well. The current gymnasium will accommodate program for students.

J. Gunn noted that it is not possible to determine the exact life span of portables, portapacs, RCMs or permanent structures. The design of upgraded structures like the one installed at Lansdowne School is becoming more like a permanent building than a portable.

D. Werden thinks the projected enrolment at Delhi warrants a permanent structure addition. He thinks some upgrades to the gymnasium and change rooms are needed at Teeterville and the offer from the Home and School should be considered.

J. Angus feels there is some inequity between the processes of the two Accommodation Review Committees and the Board needs to ensure future accommodations will meet the needs of students and staff. She hopes administration will be able to meet with representatives of the Teeterville Home and School before the November 3, 2008 Special Board Meeting in order to provide further information.

A. Everets does not think the data supports an expansion to the Teterville gymnasium, but she believes both Teeterville and Princess Elizabeth could benefit from increased storage space. The Board needs to be fair to communities but must be fiscally reasonable. She thinks that the possible expansion of a gymnasium or adding a multi–purpose room at Teeterville does not have to be linked to the construction resulting from the Accommodation Review Committee.

Moved by: R. Collver
Seconded by: D. Werden
THAT Administration meet with the Teeterville Home and School Association at a convenient time to discuss the option of fund raising for an expanded gymnasium; and, if possible, bring a report to the Special Board Meeting scheduled for November 3, 2008.
Carried

(d) **Role and Operations of Accommodation Review Committee [from August 25, 2008]**

Because of the differences in the way the two Accommodation Review Committees operated, D. Werden thinks an ad hoc committee should review the Ministry of Educations memoranda and the Board's policy regarding accommodation reviews to clarify the process.

Moved by: D. Werden
Seconded by: J. Angus
THAT an ad hoc committee with membership of Board Chair and the participating trustees of the Brantford South and Norfolk West Accommodation Committees, be struck to review the Board's policy regarding accommodation reviews.
Carried

(e) **FT9 Transition Committees (C)**

J. Gunn noted that proposed policies FT1 — "Major Construction Projects" and FT2 — "New School Construction Projects" set out the role and membership of the Project Team. A separate policy is required to outline the role of the Transition Committee.

A number of changes were made to the proposed Policy.

In response to J. Angus, J. Wibberley noted that the Transition Committee cannot be considering and recommending minor changes to schools, as construction will have already started when the Transition Committee starts to meet. The Buildings and Grounds budget is the avenue for minor enhancements to schools. J. Gunn noted that community input is sought in Policies FT1 and FT2 at the early stages of school renovations or when building a new school.

A. Everets thinks the primary purpose of an Accommodation Review Committee is to determine if a school should close and how the students should be accommodated at another school(s).

Moved by: C.A. Sloat
Seconded by: A. Everets
THAT the Grand Erie District School Board forward Policy FT 9 – "Transition Committees", as amended, to all appropriate stakeholders for comment to be received by January 9, 2009.
Carried

(f) **FT108 Transportation Expectations and Responsibilities (C) [from September 8, 2008]**

Moved by: R. Collver
Seconded by: D. Werden
THAT the Grand Erie District School Board forward Administrative Procedure FT108 – "Transportation Expectations and Responsibilities", as amended, to all appropriate stakeholders for comment to be received by January 9, 2009.
Carried

(g) **SO121 Flexible School Boundaries (I) [from September 8, 2008]**

Moved by: R. Collver
Seconded by: C.A. Sloat
THAT the Grand Erie District School Board receive Administrative Procedure S0121 — "Flexible School Boundaries", as amended, be received as information.
Carried

C – 1 **Director's Report**

J. Wibberley noted that World Teachers' Day was on October 5th. He expressed appreciation for the terrific teachers and educational assistants employed by the Board.

Moved by: B. Johnston
Seconded by: J. Angus
THAT the Grand Erie District School Board receive the Director's report of October 6, 2008 as information.
Carried

D – 1 **Bylaw/Policy/Procedure Consideration — Action/Decision Items**

(a) **HR111 Personal Protective Footwear (C)**

Moved by: C.A. Sloat
Seconded by: M. Hurley
THAT the Grand Erie District School Board forward Administrative Procedure HR111 – "Personal Protective Footwear" to all appropriate stakeholders for comment to be received by January 9, 2009.
Carried

(b) **HR119 Progressive Discipline (C)**

Moved by: D. Werden
Seconded by: J. Angus
THAT the Grand Erie District School Board forward Administrative Procedure HR119 – "Progressive Discipline" to all appropriate stakeholders for comment to be received by January 9, 2009.
Carried

(c) **BL26 Chairs' Committee (A)**

Moved by: J. Angus
Seconded by: C.A. Sloat
THAT the Grand Erie District School Board approve Bylaw 26 – "Chairs' Committee".
Carried

(d) **BL27 Electronic Meetings (A)**

Moved by: R. Collver
Seconded by: C. Lefebvre
THAT the Grand Erie District School Board approve Bylaw 27 – "Electronic Meetings", as amended.
Carried

Moved by: D. Werden
Seconded by: C.A. Sloat
THAT the Committee of the Whole Board meeting continue past 10:00 p.m. to deal with the remaining items on the agenda.
Carried

D – 2 **Procedure Consideration — Information Items**
Nil.

E – 1 **Other Business**
Nil.

F – 1 **Correspondence**
Nil.

G – 1 **In Camera Session**

Moved by: C.A. Sloat
Seconded by: J. Angus
THAT the Board move into In Camera Session to discuss a negotiations matter at 10:01 p.m.
Carried

Open Session reconvened at 10:10 p.m.

G – 2 **In Camera Report**
No report.

H – 1 **Adjournment**

Moved by: C.A. Sloat
Seconded by: C. Lefebvre
THAT the meeting be adjourned at 10:11 p.m.
Carried

Committee of the Whole Board No. 1 Chair, Shari Cann