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

Regular Board Meeting
June 23, 2008, 7:00 p.m.

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

REGRETS:
Trustees: Nil
Administration: Nil

A – 1 **Opening**

(a) **Invocation/Roll Call/Welcome**

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

Reflections of a Trustee — Cameron Bower

First off, I'd just like to say how lucky I feel for being able to have served on this Board as Student Trustee this year. A year ago today, I had really no idea of what was going to be expected of me at this table after the summer. All I really knew was what everybody told me; "You get to represent the students!" "You get to have your input heard by the "big-wigs" (I assume they meant you guys..) and "ooohh boy, you're going to hate Mondays by June 2008" (Well, I've never ever liked Mondays, so nothing new there..).

I pretty much came to this Board Table in September knowing only the little bit that friends and family had told me. I had read up a bit on a couple of the big items that were to come up this year, and was pretty excited and looking forward to being a part of it all. Nobody told me about the amazing thrills to be had with policies and procedures once a month though.. I got to find that out on my own!

As an upcoming journalism student at Carleton this fall, I think my experience on the Board this year has been absolutely invaluable. The knowledge I gained from three Mondays a month with you guys cannot be measured in the slightest; I've learned how the "system" I've been enrolled in for 13 years actually operates on the inside. I've seen how every trustee, just like real human beings, has their own personality and their own thoughts on many things. I haven't agreed with everything every one of you has said at this table since September, but, this is democracy, and I respect what you have said, because I know each one of you is doing what you feel is truly right in giving the students of Grand Erie a better education, and I applaud that! I've seen how the media plays a big part in shaping how the public sees what goes on in this room. I believe that sometimes it's done in a positive way, and, sometimes, emotional connections and public opinion can interfere and skew one's perspective on what's really going on. I guess you could say this has reinforced my desire to go into journalism even more.

The only thing I might have a little bit of regret about this year at the table was that I didn't really get the hang of how things operate here, and was pretty shy when it came to speaking up about some items until somewhere in the middle of winter, once half of my term was already over. You "adult" Trustees get four years at this table once you're voted in, so you have the opportunity to get the hang of things well before your term is finished. Sadly, for Student Trustees, this isn't the case. There's nothing really anyone can do to prevent this, but as a note to any future Student Trustees; if you have the opportunity to be elected two years in a row for this seat, go for it! I'm sure the second year would be SO much smoother knowing just how things operate right off the bat from day one.

I don't want to go on too long here (I probably already have), because another thing I've learned here is that nobody likes the "motion to go past ten o'clock," (as it looks like it might tonight!) so I'd like to wrap this up by extending a huge thank you to all the students of Haldimand-Norfolk for having faith in me and electing me to represent them here, and also to each and every one of you. You've been patient with Stephen and I in guiding us in our "adventure" as Student Trustees for the Board, and we've really appreciated it. Many of you I would consider to be friends, not just "fellow trustees," and I hope to be able to keep in contact with some of you in the future, because who knows when I'll need some random advice about the "real world" I'm about to face from somebody I can trust, other than mummy and daddy...

(b) **Declaration of Conflict of Interest**
None declared.

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

Moved by: C.A. Sloat
Seconded by: M. Hurley
THAT the Agenda be approved.
Carried

(d) **Memorial — Michael Whiton, Simcoe Composite School**

The memorial statement was read by D. Werden.

(e) **Samantha Aspden, Student, Simcoe Composite School**

The memorial statement was read by S. Cann.

(f) **Presentations**

B. Johnston presented student trustees, Cameron Bower and Stephen Hanson, with a token of the Board's appreciation.

(g) **Delegations**
Nil.

B – 1 **Approval of Minutes**

(a) **May 26, 2008 (Regular Board Meeting)**

Moved by: D. Werden
Seconded by: C. Lefebvre
THAT the Minutes of the Regular Board Meeting, held May 26, 2008, be approved.
Carried

(b) **June 2, 2008 (Committee of the Whole No. 1)**

Moved by: J. Angus
Seconded by: M. Hurley
THAT the Minutes of the Committee of the Whole Board No. 1 Meeting, held June 2, 2008, be approved, as amended.
Carried

(c) **June 9, 2008 (Committee of the Whole No. 2)**

Moved by: R. Collver
Seconded by: J. Angus
THAT the Minutes of the Committee of the Whole Board No. 2 Meeting, held June 9, 2008, be approved.
Carried

B – 2 **Business Arising from Minutes and/or Previous Meetings**
Nil.

C – 1 **Director's Report**

(a) **"Literacy Connections" Document — Adrienne Patterson, Intermediate Consultant, David Van Laecke, Special Education Consultant, and Melanie Douglas, Secondary Consultant**

This document was developed by Grand Erie staff to assist intermediate teachers help students be better prepared for the grade 10 OSSLT. This resource will help teachers see the connections among all the Ministry literacy documents. "Literacy Connections" was developed using ideas from intermediate, secondary and special education staff. Grade 3, 6 and 9 expectations were taken and compared to CASI (Comprehension Attitude Strategies Interests) as a system standard. Strategies to assist students who require additional help were also developed.

This document will be rolled out in workshops next year for teachers of grades 7 to 10.

J. Wibberley indicated the focus of this document is to be a useful tool for teachers of grades 7 to 10 to target literacy skills in reading and writing, using assessment to drive instructional practice.

(b) **School on the Move — D. Pyper and B. Blancher**

Due to a steady and sustained improvement in its literacy and numeracy testing, Oakland-Scotland School has been designated as one of the "Schools on the Move" by the Ministry of Education.

Moved by: S. Cann
Seconded by: B. Doyle
THAT the Grand Erie District School Board receive the Director's report of June 23, 2008 as information.
Carried

D – 1 **Committee Reports**

(c) **Committee of the Whole No. 1 — June 2, 2008**

Moved by: J. Angus
Seconded by: M. Hurley
THAT the Grand Erie District School Board approve the Committee of the Whole Board No. 1 Report, dated June 23, 2008, as follows:

1. **Director's Report**
   THAT the Grand Erie District School Board receive the Director's report of June 2, 2008 as information.

2. **Bylaw 8 Student Discipline Committee Terms of Reference**
   THAT the Grand Erie District School Board approve Bylaw 8 "Student Discipline Committee – Terms of Reference".

3. **FT8 Acceptable Use of Information Technology**
   THAT the Grand Erie District School Board approve Policy FT8 – "Acceptable Use of Information Technology".

4. **FT110 Recorded Surveillance: Board Buildings and School Transportation Vehicles**
   THAT the Grand Erie District School Board forward Administrative Procedure FT110 — "Recorded Surveillance: Board Buildings and School Transportation Vehicles" to all appropriate stakeholders for comment to be received by October 24, 2008.

5. **FT102 Acceptable Use of Information Technology**
   THAT the Grand Erie District School Board receive Administrative Procedure FT102 – "Acceptable Use of Information Technology" as information.

6. **HR111 Personal Protective Footwear**
   THAT the Grand Erie District School Board receive Administrative Procedure HR111– "Personal Protective Footwear" as information.

7. **P103 Learning Resource Selection**
   THAT the Grand Erie District School Board receive Administrative Procedure P103 – "Learning Resource Selection" as information.

8. **SO101 Pediculosis (Head Lice)**
   THAT the Grand Erie District School Board receive Administrative Procedure SO101 — "Pediculosis (Head Lice)" as information.

9. **SO107 Physical Intervention/Restraint**
   THAT the Grand Erie District School Board receive Administrative Procedure SO107 – "Physical Intervention/Restraint" as information.

10. **SO115 Anaphylaxis (Life-Threatening Allergic Reactions)**
    THAT the Grand Erie District School Board receive Administrative Procedure SO115 — "Anaphylaxis" as information.

11. **In Camera Report**
    THAT Item A–1–a be approved.

Carried

(d) **Committee of the Whole No. 2 — June 9, 2008**

Moved by: B. Doyle
Seconded by: M. Hurley
THAT the Grand Erie District School Board approve the Committee of the Whole Board No. 2 Report, dated June 23, 2008, as follows:

1. **Quality Accommodations Update**
   THAT the Grand Erie District School Board initiate Pupil Accommodation Reviews for the Norfolk North and Brantford North Planning Areas to commence no sooner than November 1, 2008.

2. **Director's Report**
   THAT the Grand Erie District School Board receive the Director's report of June 9, 2008 as information.

3. **Awarding of Food Services and Vending Machines Contracts**
   (a) THAT the Grand Erie District School Board award the Cold Beverage Vending Contract to Pepsi, effective September 1, 2008, for a three-year term with two one-year options to extend, in accordance with RFP No. P-6-08 issued April 22, 2008.

   (b) THAT the Grand Erie District School Board award the Cafeteria Food Services Contract to Chartwells, effective September 1, 2008 for a three-year term with two one-year options to extend, in accordance with RFP No. P-5-08 issued April 22, 2008.

4. **Waterford District High School — Fitness Centre**
   THAT the Grand Erie District School Board approve the partnership, in principle, with Norfolk County for the operation of the Waterford District High School Fitness Centre.

5. **Ryerson Heights Elementary School — Six Room Addition — Final Budget Approval**
   THAT the Grand Erie District School Board approve the Final Scope and Project Budget of $1,969,283.00 for the six–room addition and associated work at Ryerson Heights Elementary School in Brantford.

6. **Education Services Agreement — Mississaugas of the New Credit First Nation**
   THAT the Grand Erie District School Board direct Administration to advise the Mississaugas of the New Credit First Nation that the request for a trustee representative will not be approved at this time.

7. **Category III Trips**
   THAT the Grand Erie District School Board received the report on Category III Trips as information.

8. **Allocation of Educational Assistants for 2008–09**
   THAT the Grand Erie District School Board receive the report "Allocation of Educational Assistants 2008 - 2009" as information.

9. **Learning Opportunities Grant Funding for Program**
   THAT the Grand Erie District School Board receive the report on the Learning Opportunities Grant funding for Program as information.

10. **Board Plan for Continuous Improvement – 2008-09**
    THAT the Grand Erie District School Board receive the report on the Board Plan for Continuous Improvement 2008-09 as information.

11. **Operating Plans — 2008–09**
    THAT the Grand Erie District School Board receive the Operating Plans of Senior Administration for the school year 2008/2009.

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

13. **In Camera Report**
    THAT the Grand Erie District School Board receive the report regarding the Elementary Principal placements as information.

Carried

E – 1 **New Business**

(a) **Quarterly Budget Report (F2)**

J. Gunn indicated this report ends May 31, 2008. There is a $4.5 million difference from this time last year. The Program revenues received during the year will be included with the Quarterly Budget Report in the future. He noted that the remaining accumulated deficit will be $500,089 which is slightly higher than reported last quarter. The occasional teacher budget is unpredictable and has been higher this last quarter.

Moved by: C.A. Sloat
Seconded by: D. Werden
THAT the Grand Erie District School Board receive the Quarterly Budget Report as at May 31, 2008.
Carried

(b) **Special Education Plan — 2007–08**

Kim Cottingham, Principal–Leader of Special Education, and B. Blancher highlighted the Special Education Plan. It was noted that only amendments to last year's Plan must be reported to the Ministry of Education.

The plan was reviewed and approved by the Special Education Advisory Committee earlier in June.

The timing of bringing the Plan to the Board was discussed.

Moved by: J. Angus
Seconded by: M. Hurley
THAT the Grand Erie District School Board approve the Annual Review of the Special Education Plan, July 31, 2008, and forward it to the Ministry of Education.
Carried

(c) **Approval of 2008–09 Operating Budget**

Kathy Kirby, Manager of Business Services, and Carol Hewings, Budget Assistant, were present to answer trustees' questions regarding the operating budget for next year. J. Gunn thanked them for their role in the preparation of the budget materials. He noted that the budget process started in February 2008.

The textbook budget has been increased and the supplies budgets for schools for use by students have been restored to previous budget levels with an increase. This budget addresses the remaining $500,000 of the current deficit. It was just learned that the First Nations education supplemental allocation will be $42,000 higher than shown in the budget document.

He indicated that a recommendation to add a supervisory officer did not reach consensus by trustees during the last Budget Meeting.

B. Johnston reminded trustees that items of a personal nature must be discussed in camera.

A. Everets stated that enrolment is dropping and the Board may be closing schools in the future. She noted that the Board had reduced by one superintendent last year and this resulted in changes to other staff members' portfolios to accommodate this reduction.

In response to a question from D. Werden, J. Gunn noted that the safe schools funding would support a superintendent position, but is currently covering the Principal–Leader of Safe Schools. D. Werden also noted the Board is in declining enrolment. He believes the Board needs to continue to be more efficient in its operations. Therefore, he does not support adding a superintendent.

J. Angus noted she agrees with comments made by A. Everets and D. Werden. However, Safe Schools is a large and important added program from the Ministry of Education. There are also many new initiatives which have been received over the last year. She believes the superintendents are very busy with large portfolios. She thinks Grand Erie has proportionally less superintendents than many other boards.

C.A. Sloat indicated that she supports adding a superintendent as there are many new principals and vice principals who require mentoring from their superintendents.

R. Collver noted there are many new initiatives which require superintendent involvement. Accommodation reviews are scheduled for the next two years at least.

In response to a query from D. Werden, J. Gunn indicated that an additional superintendent could be funded partially from each of the Safe Schools budget and the Contracted Services budget.

M. Macdonald supports an additional superintendent as the Safe Schools Principal–Leader must be supervised by a superintendent.

J. Wibberley indicated that the Safe Schools initiative was not foreseen last year when the Board downsized by one supervisory officer. He also noted that trustees have seen a proposed reorganization document incorporating an additional superintendent.

Moved by: A. Everets
Seconded by: D. Werden
THAT the Board move into In Camera Session to discuss a personnel matter at 8:25 p.m.
Carried

Open Session reconvened at 9:00 p.m.

Moved by: J. Angus
Seconded by: M. Hurley
THAT the Grand Erie District School Board approve the 2008–09 Operating Budget of $249,812,652.

A recorded vote was taken with results as follows:

Yeas:	J. Angus	Nays:	S. Cann
	R. Collver		B. Doyle
	B. Johnston		A. Everets
	M. Macdonald		M. Hurley
	C.A. Sloat		C. Lefebvre
			D. Werden

Defeated

Moved by: A. Everets
Seconded by: D. Werden
THAT the Grand Erie District School Board approve the 2008–09 Operating Budget of $249,812,652 with a decrease in line E-18 to principal–leader and an increase in the contracted services line by $21,989.
Carried

Trustee, D. Werden, left the meeting.

F – 1 **Other Business**

(a) **Summary of Accounts — May 2008**

Moved by: M. Hurley
Seconded by: B. Doyle
THAT the Grand Erie District School Board receive the Summary of Accounts for the month of May 2008, in the amount of $8,140,574.22, as information.
Carried

(b) **Joint Occupational Health and Safety Committee Minutes — May 2008**

J. Gunn stated that a revised audit tracking sheet was distributed to trustees with an amendment to correctly report annual inspections that had been reported as regular monthly inspections previously.

It was noted that eye wash stations are being reviewed in elementary schools.

It was indicated that if a critical injury occurs in a school, whether it be staff or student, it must be reported.

Moved by: C.A. Sloat
Seconded by: R. Collver
THAT the Grand Erie District School Board receive the minutes of the Joint Occupational Health and Safety Committee, held May 22, 2008, as information.
Carried

(c) **Special Education Advisory Committee Minutes — May 2008**

Moved by: R. Collver
Seconded by: B. Doyle
THAT the Grand Erie District School Board receive the minutes of the Special Education Advisory Committee, held May 13, 2008, as information.
Carried

(d) **Communications/Marketing Committee 'Draft' Minutes — June 2008**

J. Wibberley indicated that a survey to determine how grade 8 students determine their choice of secondary school will be conducted.

Promotional materials are an ongoing process and will eventually recognize all groups of students in the Board.

Moved by: S. Cann
Seconded by: M. Hurley
THAT the Grand Erie District School Board receive the minutes of the Communications/Marketing Committee, held June 5, 2008, as information.
Carried

(e) **GEPIC 'Draft' Minutes — April 2008**

Moved by: S. Cann
Seconded by: R. Collver
THAT the Grand Erie District School Board receive the minutes of the Grand Erie Parent Involvement Committee, held April 10, 2008, as information.
Carried

(f) **OPSBA Report**

C.A. Sloat congratulated B. Johnston on his appointment as OPSBA Central West Vice President. She also noted that the Dunnville Secondary School students and staff who made a presentation regarding their Suicide Intervention Program did a great job.

Moved by: B. Doyle
Seconded by: M. Hurley
THAT the Grand Erie District School Board receive the OPSBA report as information.
Carried

(g) **Student Trustees' Name Plates**

Moved by: R. Collver
Seconded by: S. Cann
THAT the Student Trustees be given their Board Table name plates.
Carried

G – 1 **Correspondence**

(a) **D. Levac, MP, re Declining Enrolment Working Group**

(b) **T. Oliver re BCIVS Auditorium**

A reply will be sent by administration.

Moved by: C.A. Sloat
Seconded by: C. Lefebvre
THAT the Grand Erie District School Board receive the correspondence as information.
Carried

H – 1 **In Camera Session**

Moved by: B. Doyle
Seconded by: J. Angus
THAT the Board move into In Camera Session to discuss a property matter, a negotiations matter and personnel matters at 9:34 p.m.
Carried

Open Session reconvened at 10:25 p.m.

Moved by: C.A. Sloat
Seconded by: M. Hurley
THAT the Regular Board meeting continue past 10:00 p.m. to deal with the remaining items on the agenda.
Carried

H – 2 **In Camera Report**

Moved by: A. Everets
Seconded by: J. Angus
THAT the Grand Erie District School Board approve 0.7% increases for all Principals, Vice-Principals and GEMST staff effective September 1, 2008
Carried

Moved by: J. Angus
Seconded by: R. Collver
THAT the Grand Erie District School Board approve 0.7% increases to the salary grids of Supervisory Officers and the Director of Education, effective September 1, 2008.
Carried

Moved by: J. Angus
Seconded by: B. Doyle
THAT the Grand Erie District School Board approve the appointment of Program Support Staff.
Carried

Moved by: B. Doyle
Seconded by: M. Hurley
THAT the Grand Erie District School Board receive the report regarding Secondary Vice-Principal Placements as information.
Carried

I – 1 **Adjournment**

Moved by: C.A. Sloat
Seconded by: S. Cann
THAT the meeting be adjourned at 10:27 p.m.
Carried

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Board Chair, Bill Johnston