



## Inaugural Board Meeting

December 12, 2016

Education Centre, Board Room

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# MINUTES

**Present:** D. Dean, Board Chair, G. Anderson, B. Doyle, A. Felsky, J. Harris, J. Richardson, K. Sandy, C.A. Sloat, D. Sowers, T. Waldschmidt, E. Marr (Student Trustee), B. Newman (Student Trustee)

**Administration:** Director — B. Blancher; Superintendents – D. Abbey, W. Baker, L. De Vos, J. Gunn, D. Martins, S. Sincerbox, L. Thompson; Recording Secretary — D. Fletcher

**Teleconference:** R. Collver

**Regrets:**

**Trustees:** Nil.

**Administration:** Nil.

### A – 1 Opening

#### (a) Roll Call

The meeting was called to order by Chair, D. Dean at 6:30 p.m. for the purposes of conducting the In Camera Session.

#### (b) In Camera Session

Moved by: T. Waldschmidt

Seconded by: C.A. Sloat

THAT the Board move into In Camera Session to discuss Personnel and Legal Matters at 6:30 p.m.

**Carried**

#### (c) Welcome to Open Session

The Public Session meeting was called to order by Chair, D. Dean at 7:17 p.m.

#### (d) Memorials

Nil.



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(e) **Chair's Inaugural Address**

D. Dean presented his Inaugural Address.

(f) **Reading of Trustee Code of Ethics**

In accordance with Bylaw 28, trustees read the Trustee Code of Ethics.

(g) **Declaration of Conflict of Interest**

Nil.

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

Moved by: J. Richardson

Seconded by: B. Doyle

THAT the Agenda be approved as printed.

**Carried**

(i) **In Camera Report**

Moved by: D. Sowers

Seconded by: T. Waldschmidt

THAT the Board confirm appointments to the Elementary Principals Pool.

**Carried**

Moved by: J. Richardson

Seconded by: A. Felsky

THAT the Board confirm appointments to the Elementary Vice-Principals Pool.

**Carried**

Moved by: K. Sandy

Seconded by: D. Sowers

THAT the Board confirm appointments to the Secondary Vice-Principals Pool.

**Carried**

(j) **Presentations**

Nil.

(k) **Delegations**

Nil.



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### B – 1 Approval of Minutes

#### (a) Regular Board — November 28, 2016

R. Collver referred to Item #14 on the Committee of the Whole report of November 14, 2016. She inquired if an email to trustees has been sent out requesting any interest to be part of the Haldimand East Capital Projects Project Committee. D. Dean will follow up.

J. Harris requested the minutes be amended to reflect the following wording to Item G-1-h Page 12:

J. Harris inquired if there is consideration to adopt a governance model. J. Ecklund clarified that the goal is to develop a stable operating platform and then a service level agreement with schools to follow; **and later a formal IT Governance model will be considered.**

Moved by: C.A. Sloat

Seconded by: D. Sowers

THAT the Minutes of the Regular Board Meeting, held November 28, 2016, be approved, as amended.

**Carried**

#### (b) Board Nomination — December 5, 2016

Moved by: R. Collver

Seconded by: C.A. Sloat

THAT the Minutes of the Board Nomination Meeting, held December 5, 2016, be approved.

**Carried**

#### (c) Board Organizational — December 5, 2016

Moved by: D. Sowers

Seconded by: T. Waldschmidt

THAT the Minutes of the Board Organizational Meeting, held December 5, 2016, be approved.

**Carried**

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

Nil.



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### D – 1 Director's Report

#### (a) Draft Director's Annual Report — 2015-2016

B. Blancher presented the Draft Director's Annual Report. Stories seen in this report are based on six indicators: Achievement, Well-Being, Equity, Environment, Technology and Community. The report is based on the 2015/2016 year, as the development of the new Multi-Year plan was in progress.

The report is located under Board > Director and Superintendents on the board's website. Trustee input is welcome, as the report is being presented in "draft" format and will change on line accordingly.

C.A. Sloat inquired about addressing improvements to meet Ministry requirements. B. Blancher referred to the Renewed Math Strategy and how other links will provide information on how we are working towards our goals.

S. McKillop, Manager of Communications and his team were commended for coordinating stories. B. Blancher acknowledged that one of the considerations with the stories was to ensure that all areas of the board are represented.

The Director highlighted:

- Seasonal celebrations are taking place across Grand Erie; the spirit of giving is seen through a number of schools giving back to their communities especially through food drives
- The last Regular Board meeting of 2016 is being held this evening
- Christmas break occurs between December 26<sup>th</sup> to Friday January 6, 2017

Moved by: A. Felsky

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive the Draft Director's Annual Report 2015-16 as information

**Carried**

Moved by: B. Doyle

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Director's report of December 12, 2016 as information.

**Carried**



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### E – 1 Student Trustee Report

B. Newman and E. Marr reported on the Student Senate virtual meeting held on Thursday, December 8, 2016. Senate leaders shared events happening at their school, specifically through the holiday season.

Moved by: J. Harris

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Student Trustee's report of December 12, 2016.

### F – 1 Committee Report

#### (a) Striking Committee Report

D. Dean presented the report and noted that the report should show that G. Anderson is the first alternate for the Student Discipline Committee, and all trustees as second alternates.

The Safe and Inclusive Schools Committee, is not defined in Bylaw 8 – Committees of the Board as a standing committee therefore would require BL8 to be revised. It was recommended that the Director and W. Baker review and bring a recommendation back.

Moved by: J. Harris

Seconded by: G. Anderson

THAT the Grand Erie District School Board request a report on the necessity of the Safe and Inclusive Schools as a standing committee from Senior Administration.

**Carried**

Moved by: T. Waldschmidt

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve the 2017 Trustee Statutory and Standing Committees Representation as amended.

**Carried**



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### G – 1 New Business

#### (a) Audit Committee Minutes – December 6, 2016

R. Collver highlighted that Richard Sroka, a volunteer on the Audit Committee is leaving this role; the committee will be seeking another volunteer. She acknowledged his contributions.

J. Gunn highlighted page 4 under 10. Consent items – the minutes should be amended to reflect the following:

Declining enrollment grant looks at the previous year and the current year. When the enrollment audit removed approximately 90 students from 2014-15 it affected the declining enrolment grant for 2015-16 negatively.

Questions and Answers regarding the draft August 31, 2016 Audited Financial Statements are attached to these minutes.

Moved by: C.A. Sloat

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive the Draft Audit Committee Minutes – December 6, 2016 as information.

**Carried**

#### (b) Audit Committee Annual Report

R. Collver presented the report on behalf of the Audit Committee.

Moved by: B. Doyle

Seconded by: D. Sowers

THAT the Grand Erie District School Board approve the 2016 Audit Committee Annual Report and for submission to the Ministry of Education.

**Carried**

#### (c) Consolidated Financial Statements – August 31, 2016

J. Gunn invited Blaine Schell, Senior Partner of Millard, Rouse and Rosebrugh to review the Auditor's Report. He thanked Blaine and his staff for a very thorough job and for being respectful of staff's time.



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B. Schell provided an overview and highlighted the following:

- Functions of the Management's Responsibility for Financial Reporting and Independent Auditor's Report
- Consolidated Statement of Financial Position (Financial Assets, Financial Liabilities, Net debt, Non-Financial assets, accumulation deficit)
- Consolidated Statement of Operations

The trustees were encouraged to read the notes, an integral part of financial statements.

B. Schell formally thanked J. Gunn and C. Smith (Manager of Business Services) and staff.

J. Gunn highlighted that the accumulated deficit has decreased from 25,264,061 (2015) to 17,795,215 (2016) and has been decreasing over the past four years.

Moved by: D. Sowers

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve the Auditor's Report for the year ended August 31, 2016 as recommended by the Grand Erie District School Board Audit Committee.

**Carried**

Moved by: T. Waldschmidt

Seconded by: D. Sowers

THAT the Grand Erie District School Board direct the Board Chair and Vice Chair to sign the Consolidated Financial Statements dated August 31, 2016 on behalf of the Board; and THAT the Consolidated Financial Statements dated August 31, 2016 be forwarded to the Ministry of Education as required by the Education Act.

**Carried**

### (d) **Signing Officers**

Moved by: R. Collver

Seconded by: C.A. Sloat

THAT (1) signing authorities for the Grand Erie District School Board, relative to General and Trust Accounts/ Legal Documents/ Contracts/ Bank Loans shall be one of the Chair of the Board or the Vice Chair of the Board, together with one of the Director of Education & Secretary or the Superintendent of Business & Treasurer; and (2) facsimile signatures of the Board Chair and Superintendent of Business & Treasurer shall be used for signing General Account cheques produced by the Board's financial accounting system.



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(e) **Borrowing Authority**

Moved by: G. Anderson

Seconded by: A. Felsky

THAT the Grand Erie District School Board authorize the Signing Authorities of the Board to obtain loans at any one time up to a maximum of \$35,000,000 to cover current payrolls and general account payments, if required.

**Carried**

(f) **Review of Borrowing Bylaws Not on Board's Review Schedule**

J. Gunn explained these bylaws are not in the four year cycle of review, as they each have specific maturity dates.

Moved by: T. Waldschmidt

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Review of Borrowing Bylaws Not on Board's Review Schedule report as information.

**Carried**

(h) **Revised Budget Estimates**

Revised 2016-17 Operating Budget Estimates are due for submission to the Ministry of Education on December 15, 2016. J. Gunn provided highlights from:

- Enrolment
- GSN Allocations
- Other revenues (Other Grants, Other School Boards, Government of Canada, Individuals, and other revenue)
- Total Revised Expenditures
- Closing Accumulated Surplus

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the 2016-17 Revised Budget Estimates for submission to the Ministry of Education.

**Carried**





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### (i) Technology Infrastructure Review

D. Abbey noted that this report was presented at the Regular Board meeting on November 28, 2016 as information and presented the report this evening for approval.

John Ecklund, Manager of Information Technology was present to respond to questions.

D. Abbey clarified that numbers are fairly accurate in regards to costs provided in vendor agreements therefore didn't foresee unexpected costs.

J. Ecklund clarified that there would be no cost implications to convert the systems as it will be staff working on this, and that the timelines are considered attainable.

D. Sowers left the meeting at 8:30 p.m.

J. Ecklund explained that access points will be installed at the school by the appropriate IT staff member assigned to that school through work orders.

J. Ecklund explained that some systems considered to be critical back-ups would include: Human Resources, Business, Payroll, and Student Information.

Moved by: T. Waldschmidt

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve the reallocation of the 2016-17 IT budget to support the year 1 changes outlined in the "Technology Infrastructure Review" Report.

**Carried**

Moved by: B. Doyle

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve the "Technology Infrastructure Review" Report plan subject to annual budget approval.

**Carried**

E. Marr left the meeting at 8:39 p.m.

### (j) School Consolidation Capital Funding Submission

J. Gunn reviewed background and outlined priority recommendations that are guided by recent ARC approval for the South East Norfolk Elementary accommodation review area.



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Moved by: J. Harris

Seconded by: R. Collver

THAT the Grand Erie District School Board approve the School Consolidation Capital Funding Request for submission to the Ministry of Education.

**Carried**

### H – 1 Other Business

#### (a) Summary of Accounts — November 2016

Presented as printed.

Moved by: G. Anderson

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of November 2016, in the amount of \$9,993,001.41 as information.

**Carried**

#### (b) Joint Occupational Health and Safety Committee Meeting Minutes – November 17, 2016

J. Gunn highlighted in the Safety Audit Tracking Report that Major Ballachey had completed inspections for October and November.

Moved by: G. Anderson

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the “Joint Occupational Health and Safety Committee Minutes – November 17, 2016” as information.

**Carried**

#### (c) OPSBA Report

C.A. Sloat provided an update from the OPSBA meeting attending on December 2 and 3, 2016. She highlighted that some school boards were having issues regarding availability of transportation for extra-curricular activities.

J. Gunn acknowledged that challenges do exist to provide bussing for chartered activity especially after school, if the resources are not available.



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Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the "OPSBA" Report as information.

**Carried**

### I – 1 Correspondence

#### (a) Toronto District School Board

Moved by: A. Felsky

Seconded by: G. Anderson

THAT the Grand Erie District School Board write a letter in support of Toronto District School Board's correspondence to the Ministry of Education in relation to addressing systemic racism and how to implement meaningful change through the Curriculum Review Process.

**Carried**

### J – 1 Adjournment

Moved by: C. A. Sloat

Seconded by: J. Harris

THAT the meeting be adjourned at 8:54 p.m.

**Carried**

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Board Chair, David Dean