



Committee of the Whole Board Meeting

Monday, June 10, 2019
Education Centre, Board Room

MINUTES

Present: R. Collver – Committee Chair, G. Anderson, E. Dixon, S. Gibson, J. Richardson, C.A. Sloat, C. Speers, C. VanEvery-Albert, D. Werden, A. Cattrysse (Student Trustee), A. Hauser (Student Trustee), J. Hsiao (Student Trustee)

Administration: Director - B. Blancher; Superintendents – D. Abbey, W. Baker, L. De Vos, D. Martins, S. Sincerbox, L. Thompson, R. Wyszynski; Recording Secretary – L. Howells

Regrets:

Trustees: D. Dean, B. Doyle
Administration: Nil

A - 1 Opening

(a) Roll Call

The meeting was called to order by Committee Chair, R. Collver at 6:16 p.m.

(b) Declaration of Conflict of Interest

Nil

(c) In Camera Session

Moved by: E. Dixon

Seconded by: S. Gibson

THAT the Board move into In Camera Session to discuss personnel and legal matters at 6:16 p.m.

Carried

(d) Welcome to Open Session

The Public Session meeting was called to order by Committee Chair, R. Collver at 7:15 p.m.

(e) Agenda Additions/Deletions/Approval

Presented as printed.



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Moved by: D. Werden
Seconded by: E. Dixon
THAT the Agenda be approved.

Carried

(f) **In Camera Report**

Moved by: E. Dixon
Seconded by: G. Anderson
THAT the Grand Erie District School Board confirms that the Director's Performance Appraisal has been completed.

Carried

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

Nil

C - 1 **Director's Report**

Director's highlights:

- **OPHEA Healthy Schools** - 'Healthy Schools' certification highlights Grand Erie commitment to health and well-being. 11 Grand Erie schools are celebrating their accomplishments this month as part of a commitment to promoting and enhancing the health and well-being of students, staff, and the wider community. Burford District ES, J.L. Mitchener, and Ryerson Heights are the proud recipients of gold status through OPHEA and Central Elementary, Houghton and North Ward schools have maintained gold status with Pauline Johnson Collegiate, Walter Gretzky Elementary, Jarvis Public and Waterford DHS receiving silver status. Major Ballachey received participant status for efforts this year. OPHEA uses a point system to measure school's efforts, aligning with the Ministry of Education's Foundations for a Healthy School resource.
- **Walking Together** – Indigenous Education Event in partnership with the Grand Erie Elementary Teachers Federation is taking place on June 20th at the Sanderson Centre from 11:30 am to 1:30 pm. This event connects to learning that has taken place in both elementary and secondary schools around the Two Row Wampum. The show will illustrate a number of collaborations happening between schools and in partnership with community members. This year the performances are all by students.
- **National Indigenous Peoples' Day takes place on June 21st.**
- **Commencements**
 - **Tollgate Special Education Commencement** – Monday June 24th at 12:30 pm
- **Camp Sail** – Director Blancher asked L. De Vos to provide Trustees with an update



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- L. De Vos commented that Camp Sail will continue this year, however funding was cut in half. This year will have 7 classes that will run from August 6 to 23 for 6.5/hours a day at two sites: Waterford ES will host 40 campers, have 3 teachers and 1 administrator; Agnes G. Hodge PS will host 100 campers, have 8 teachers, 1 administrator. L. De Vos further noted that we are required to collect our own data and will share the results of that data.

Moved by: C.A. Sloat

Seconded by: J. Richardson

THAT the Grand Erie District School Board receive the Director's Report of June 10, 2019 as information.

Carried

D - 1 New Business – Action/Decision Items

(a) 2019-20 Board Budget

R. Wyszynski commented that due to the fact there is still ongoing review, the 2019-20 Board Budget will not be presented today. R. Collver commented that the next meeting to review the budget is scheduled for June 17 at 5:30 p.m.

(b) Annual Review of the Special Education Plan

L. Thompson referred to the Annual Review of the Special Education Plan report noting as per regulation 306, each school board is required to maintain a Special Education Plan, review it annually, make amendments as appropriate and ensure the Special Education programs and services are made available to the community by the start of the school Year. L. Thompson noted the approved plan is posted on the board website.

L. Thompson noted any changes to the plan were in made in response to feedback from the Special Education Advisory Committee (SEAC), parent and community input. L. Thompson noted the 2018-19 Special Education Plan was reviewed and approved by SEAC. L. Thompson noted one minor amendment will be made to the Ministry checklist to remove the check mark for IPRCs under amendments to the 2019-20 Special Education plan.

C.A. Sloat commented that whole purpose from the Ministry is the plan is to support effective delivery of programs and services for students with special education needs, if we have removed some programming for September 2019 why is it not reflected in the board plans? L. Thompson responded the plan is reflective of the previous school year. C.A. Sloat further commented that this is not the direction from the Ministry of Education concerning Special



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Education Plans. L. Thompson responded the Ministry of Education was invited last year to review the plan and found it acceptable.

C.A. Sloat commented on the enrichment program and asked what is going to happen with regards to C-CAT testing and what is the plan going forward? L. Thompson responded the enrichment locations have closed but the enrichment programming will continue. L. Thompson further responded that the Learning Resource Teachers at elementary schools will now be responsible to administer the CCAT and will receive the appropriate training to administer the testing.

C.A. Sloat asked about the CCAT testing in grade 3, and what happens to the students in Grade 4? L. Thompson responded that those enrichment students will receive programs based on their strengths and needs in their regular classroom. Enriched programming will be delivered by the classroom teacher, supported by the Learning Resource Teacher, and the Teacher Consultant-Gifted if this position is in place.

C.A. Sloat commented that she is hoping for more understanding of why statistically our gifted student numbers are so low. L. Thompson responded that she cannot answer why the numbers are low. C.A. Sloat further asked how are we formally going to ensure these students are supported with enrichment programming. L. Thompson responded that previous enrichment data showed the program did benefit many students but there were other instances when students didn't enjoy the program because they were pulled away from their peers in their home schools. L. Thompson added that we will be gathering data from the students now in the program and will then move to collect some data once the new model is implemented. C.A. Sloat commented that the students don't go to the enrichment program in June and how will you connect with them? L. Thompson responded that members of our research team will connect with the current enrichment teachers to gather data from those students/parents.

Moved by: C. Speers

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve the Annual Review of the Special Education Plan, and the submission of two copies of the plan and the Special Education Report Components Checklist to the Regional Office of the Ministry of Education by July 31, 2019, as amended.

Carried



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(c) **Fundraising Approval – Lakewood ES – Port Dover**

R. Wyszynski referred to the Fundraising Approval – Lakewood ES – Port Dover report providing background, high-level overview of additional information and the next steps.

G. Anderson believes this is a great project for the community.

C.A. Sloat commented that R. Wyszynski spoke about contingency and asked who will hold the contingency? R. Wyszynski responded we can discuss the operational details of the funds at a later date but it could be held at the school or board level.

C. Speers asked if the funds are not fully received by the end of February, could the community request to extend the deadline? R. Wyszynski responded that could be a possibility. R. Collver added that this is an important project to the community and believes they will have not issues raising funds by the deadline.

Moved by: G. Anderson

Seconded by: D. Werden

THAT the Grand Erie District School Board approve the Fundraising Plan for the Lakewood ES track rejuvenation.

Carried

(d) **Contract Award – Masonry – Caledonia Centennial PS**

R. Wyszynski referred to the Contract Award – Caledonia Centennial Public School Masonry Restoration report noting a tender was issued on May 8, 2019 and closed on Friday, June 7, 2019. R. Wyszynski noted Purchasing Services completed all the necessary evaluations and recommends the award to 1219685 Ontario Limited/RD Masonry.

Moved by: D. Werden

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve the award for masonry restoration services at Caledonia Centennial Public School as set out in Tender 2019-31-Q to 1219685 Ontario Limited/ RD Masonry in the amount of \$980,000 plus HST.

Carried



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D – 2 New Business – Information Items

(a) Category III Trips

B. Blancher referred to the Category III Trips report and explained the trips listed are those approved between January and June 2019 and the previously approved trips that have not yet taken place.

Moved by: C.A. Sloat

Seconded by: S. Gibson

THAT the Grand Erie District School Board receive the Category III Trips report as information.

Carried

(b) Implications of 2019-20 Friday the 13th Events on Port Dover Students

W. Baker referred to the Implications of 2019-20 Friday the 13th Event on Port Dover Students and provided a high-level overview on the background rationale, options considered, recommendations, budget implications and next steps.

Moved by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve Option 1 - Lakewood Elementary School remains opens to students for December 13, 2019 and March 13, 2020.

Carried

(c) Burford Tennis Courts Modifications

R. Wyszynski referred to the Burford Tennis Courts Modifications report providing background, a high-level overview of the proposed upgrades and next steps.

Moved by: C.A. Sloat

Seconded by: J. Richardson

THAT the Grand Erie District School Board direct the Superintendent of Business and Treasurer to proceed with terminating the Burford Tennis Court lease agreement dated September 5, 2000 and to develop a new lease agreement to refurbish the Burford Tennis Courts.

Carried



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E - 1 Bylaw/Policy/Procedure Consideration – Action/Decision Items

(a) Bylaw 13 Signing Authorities of the Board

R. Wyszynski referred to the Bylaw 13 Signing Authorities of the Board report noting it was identified for review and sent to Trustees for comments to be received by May 16, 2019. R. Wyszynski reviewed the minor revisions based on comments received.

Moved by: C. VanEvery-Albert

Seconded by: C. Speers

THAT the Grand Erie District School Board approve Bylaw 13 – Signing Authorities of the Board.

Carried

(b) Bylaw 18 Personnel Matters to be Considered In Camera

B. Blancher referred to the Bylaw 18 Personnel Matters to be Considered In Camera report noting that Bylaw 18 was identified for review and sent to Trustees for comments to be received by May 16, 2019. B. Blancher noted no comments were received and no revisions have been made.

Moved by: D. Werden

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve Bylaw 18 – Personnel Matters to be Considered In Camera.

Carried

(c) SO5 School/Site Security and Lockdown in Schools

W. Baker noted Policy SO5 School/Site Security and Lockdown in Schools has been identified for review, will be going out for comment and reviewed the revisions.

Moved by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board forward Policy SO5 School/Site Security and Lockdown in Schools to all appropriate stakeholders for comments to be received by September 27, 2019.

Carried



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(d) **SO28 Student Concussion and Head Injury**

D. Martins noted Policy SO28 Student Concussion and Head Injury was circulated to all appropriate stakeholders for comments. D. Martins referred to the comments and amendments made.

C.A. Sloat appreciates all the work that has been completed on this policy and asked do we need to formal process as stated in 4.1 a). D. Martins responded that the team will continue to review this policy annually. C.A. Sloat asked about the suggested name change that was recommended by S. Gibson. D. Martins responded that the name of the policy aligns with the directive from the Ministry.

G. Anderson appreciates all the work and attention to detail and asked if it could potentially lead us down a legal issue if not all the steps are followed. D. Martins responded it is unknown at this time.

Moved by: S. Gibson

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve Policy SO28 Student Concussion and Head Injury.

Carried

(e) **SO19 Privacy and Information Management**

D. Abbey referred to the Policy SO19 Privacy and Information Management report noting that the policy is being brought back to Board out of cycle as we have not been able to operationalize the current policy directive to have all staff, volunteers and trustees sign a confidentiality agreement. D. Abbey reviewed the revisions and is requesting the period of circulation be waived.

C.A. Sloat commented that the last line of the policy states that a motion was made in September 17, 2012 designating the Director of Education as the Head of the Institution and requested that the September 17, 2012 Board motion be posted on the Freedom of Information pages of the website? B. Blancher responded that this can be done.

C.A. Sloat commented on item 10. Compliance and asked if we require a Privacy Breach Policy? B. Blancher responded that we need to establish a Privacy Breach Policy or Procedure and will take this away.



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Moved by: G. Anderson

Seconded by: D. Werden

THAT Bylaw 9 – Processes for Development of Bylaws, Policies and Procedures be waived with respect to circulating SO19 – Privacy and Information Management to all appropriate stakeholders for comments.

Carried

Moved by: D. Werden

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board approve Policy SO19 Privacy and Information Management.

Carried

E – 2 Procedure Consideration – Information Items

(a) FT103 Temporary Closure of Board Buildings

R. Wyszynski noted Procedure FT103 Temporary Closure of Board Buildings was circulated to all appropriate stakeholders for comments. R. Wyszynski referred to the comments and amendments made.

Moved by: J. Richardson

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive Procedure FT103 Temporary Closure of Board Buildings as information.

Carried

(b) FT110 Recorded Surveillance: Board Buildings & School Transportation Vehicles

R. Wyszynski noted Procedure FT110 Recorded Surveillance: Board Buildings & School Transportation Vehicles was circulated to all appropriate stakeholders for comments. R. Wyszynski referred to the comments and amendments made.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board receive Procedure FT110 Recorded Surveillance: Board Buildings & School Transportation Vehicles.

Carried



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(c) **HR103 Duties and Expectations of Teachers**

S. Sincerbox noted Procedure HR103 Duties and Expectations of Teachers was circulated to all appropriate stakeholders for comments. S. Sincerbox referred to the comments and amendments made.

Moved by: E. Dixon

Seconded by: C. Speers

THAT the Grand Erie District School Board receive Procedure HR103 Duties and Expectations of Teachers as information.

Carried

(d) **HR105 Term Assignments – Central Support Staff**

S. Sincerbox noted Procedure HR105 Term Assignments – Central Support Staff was circulated to all appropriate stakeholders for comments. S. Sincerbox referred to the comments and amendments made.

Moved by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive Procedure HR105 Term Assignments – Central Support Staff as information.

Carried

(e) **HR117 Re-evaluating Existing Non-Union Positions**

S. Sincerbox noted that based on the numbers of comments received and further information gathering, it was determined that Procedure HR117 Re-evaluating Existing Non-Union Positions requires a complete rewrite and requests it come back to Board in September 2019.

Moved by: G. Anderson

Seconded by: S. Gibson

THAT the Grand Erie District School Board refer Procedure HR117 Re-evaluating Existing Non-Union Positions be brought back to the Board in October 2019.

Carried

F - 1 **Other Business**

Nil



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G - 1 Correspondence

Nil

H - 1 Adjournment

Moved by: C.A. Sloat

Seconded by: D. Werden

THAT the meeting be adjourned at 8:07 p.m.

Carried

Committee of the Whole Board Chair, R. Collver