



---

## MINUTES

**Present:** B. Doyle, Board Vice-Chair, G. Anderson, R. Collver, D. Dean, A. Felsky, J. Harris, J. Richardson, K. Sandy, C.A. Sloat, D. Sowers

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

**Regrets:**

**Trustees:** T. Waldschmidt, E. Marr (Student Trustee), B. Newman (Student Trustee)

**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) Declaration of Conflict of Interest**

Nil.

**(c) In Camera Session**

Moved by: G. Anderson

Seconded by: D. Sowers

THAT the Board move into In Camera Session to discuss personnel and legal matters at 6:30 p.m.

**Carried**

**(d) Welcome to Open Session**

The Public Session meeting was called to order by Vice-Chair, B. Doyle at 7:17 p.m.

**(e) Memorial – Scott Johnson, Grand Erie Learning Alternatives**

The memorial statement was read by A. Felsky. The Board of Trustees and Senior Administration took a moment of silence to honour Scott.



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

Moved by: J. Richardson  
Seconded by: C.A. Sloat  
THAT the Agenda be approved as printed.  
**Carried**

(g) **In Camera Report**

Nil.

(i) **Presentations – Student Recognition Awards**

The recognition program is Grand Erie District School Board's way to honour and celebrate students who have accomplished excellence in the areas of academics, athletics, and the arts, as well as excellence in the community. All recipients receive a certificate signed by B. Blancher and D. Dean, Chair of the Board. Trustee Felsky and Director Blancher presented the certificates to those recipients present.

Olivia Soden from James Hiller School ran in the Brantford Classic Run on April 24, 2016 and raised over \$2100 with her family. Last year, when Olivia was in grade one, she represented her school well when participating in this run by showing cooperation, humility, inclusiveness and responsibility. Olivia's brother benefits from the Rotary resources and Olivia and her family wanted to show their appreciation for the organization by fundraising for the Brantford Classic Run.

Daunte Henriques from Delhi District Secondary School is a grade ten student who did exceedingly well in the school track and field season. At OFSSA, he took the silver medal in the 200m race and the bronze in the 100m race. At the Legion's National Championships this summer, Daunte took the silver in the midget 200m and gold in the midget 300m. He demonstrated perseverance and responsibility and has shown true Raider spirit in his sport.

William Lander from Paris District High School when in grade eight at North Ward, won multiple awards in national and international level mathematics and computing competitions through the University of Waterloo. He received gold medals between 2015 and 2016 in the Grade 9 Beaver Computing, Canadian Intermediate, Mathematics Contest, Canada Computing Competition, Pascal Contest, Fryer Contest and the Gauss Contest. He also competed in the Google Code Jam Computing Contest and is the recipient of the science and mathematics award at the grade 8 graduation ceremonies.

The recipients were congratulated by the trustees and responded to questions and comments.



(j) **Delegation – R. McAuley**

R. McAuley presented her delegation regarding the French Immersion Program.

**B – 1 Approval of Minutes**

(a) **Regular Board Meeting – October 24, 2016**

Moved by: D. Sowers

Seconded by: A Felsky

THAT the Minutes of the Regular Board Meeting, held October 24, 2016 be approved.

**Carried**

(b) **Committee of the Whole Board – November 14, 2016**

Moved by: D. Sowers

Seconded by: C.A. Sloat

THAT the Minutes of the Committee of the Whole Board Meeting, held November 14, 2016 be approved.

**Carried**

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

Nil.

**D – 1 Director's Report**

The Director congratulated Shawn McKillop, Manager of Communications who passed the Accreditation in Public Relations exam.

Dates of Significance include:

- International Day of Persons with Disabilities: December 3, 2016
- Open Houses for French Immersion Program (Transitioning Families): Paris Central (December 7, 2016 at 7:00 p.m.) and Lakewood Elementary School (December 13, 2016 at 7:00 p.m.)

L. Thompson provided a verbal update on "Accessibility Awareness Day" (#AccessibleGE) held on November 25, 2016. All sites in Grand Erie were challenged to participate, or to celebrate abilities of all kinds.



Schools were engaged in awareness activities that included reading short stories, participating in mindfulness activities, motivational speakers, reading various brail documents and various games that promoted accessibility such as a seated volleyball game. The date coincides closely with the International day of Persons with Disabilities (December 3, 2016).

D. Abbey updated trustees that Grand Erie will be involved in the Broadband Modernization Program: Wave 1. The goal of the program is to provide an adequate level of broadband connectivity to all Ontario students and educators at an affordable price, and to enhance student achievement and well-being through connected, innovative learning environments.

**Presentation: Strength Opportunity Achievement Results (SOAR) Program- Pauline Johnson Collegiate & Vocational School**

S.O.A.R. is a Grand Erie program dedicated to supporting student athletes by balancing demands in their academics, athletics and leadership development. An application to the program is mandatory. Students are provided with a flexible timetable and are educated on nutrition and sports psychology. They learn leadership skills and receive complementary athletic training. There is equal balance placed on four separate areas of demand, which are, athletic, family, academic, social and emotional demands.

Moved by: R. Collver  
Seconded by: J. Harris

THAT the Grand Erie District School Board receive the Director's Report of November 28, 2016 as information.

**Carried**

**E – 1 Student Trustee's Report**

Nil.

**F -1 Committee Report**

**(a) Committee of the Whole Board – November 14, 2016**

Moved by: G. Anderson  
Seconded by: D. Sowers

THAT the Grand Erie District School Board approve the Committee of the Whole Board dated November 28, 2016 as follows:



1. **In Camera Report**
  - i. THAT Item B-1-b be approved
  - ii. THAT Item B-1-c be approved
  - iii. THAT Ecolé Fairview be declared surplus to the Board's future accommodation needs in accordance with S. 194(3)(a) of the Education Act
  - iv. THAT Ecolé Fairview be offered to preferred agencies at fair market value in compliance with Ontario Regulation 444/98
  
2. **French Immersion Program Capping and Grandfathering**

THAT the Grand Erie District School Board approve that caps be established each year prior to kindergarten registration for all FI programs and that caps for any new program space consider the space that will be required for full implementation of the new planned FI program.

Once the French Immersion Program is fully implemented to Grade 8 at Paris Central in 2019-2020, transportation no longer be provided from the Burford and Paris French Immersion Catchment to Ecole Dufferin and Ecole Confederation and students will return to their French Immersion home school.
  
3. **Director's Report**

THAT the Grand Erie District School Board receive the Director's Report of November 14, 2016 as information.
  
4. **Trustee Honoraria**

THAT the Grand Erie District School Board approve the Trustee Honoraria for the period from December 1, 2016 to November 30, 2017 as presented.
  
5. **Draft Annual update, Multi-year Accessibility Plan 2012-17**

THAT the Grand Erie District School Board approve the Draft Annual Update, Multi-Year Accessibility Plan for 2012-17.
  
6. **Educational Technology Update**

THAT the Grand Erie District School Board receive the Educational Technology Plan Update as information.
  
7. **Health and Safety Annual Report**

THAT the Grand Erie District School Board receive the Health and Safety Annual Report for 2015-16 as information.
  
8. **Trustee's Travel and PD Expenses**

THAT the Grand Erie District School Board receive the Trustee Expense Report as information.
  
9. **Data Report – Student Suspension Report**

THAT the Grand Erie District School Board receive the "Data Report – Student Suspensions 2015-16" as information.



10. **Data Report – Student Expulsion Report**  
THAT the Grand Erie District School Board receive the “Data Report – Student Expulsions 2015-16” as information.
11. **Parenting and Family Literacy Centres Update**  
THAT the Grand Erie District School Board receive the report Parenting and Family Literacy Centres Update as information.
12. **Grand Erie Parent Involvement Committee (GEPIC) Membership 2016-2017**  
THAT the Grand Erie District School Board receive the Grand Erie Parent Involvement Committee (GEPIC) membership for the term November 2016 to November 2017 as information.
13. **Report on Graduation Rates**  
THAT the Grand Erie District School Board receive the Graduation Rate Report as information.
14. **Haldimand East Capital Projects**
  - i. THAT the Grand Erie District School Board receive the Haldimand East Capital Projects Report as information.
  - ii. THAT the Grand Erie District School Board approve the striking of a Project Committee for the addition to Thompson Creek Elementary School.
15. **Website RFP Initiation**  
THAT the Grand Erie District School Board receive the Website RFP Initiation report as information.
16. **BL8 Committees of the Board – Privacy and Information Management Standing**  
THAT the Grand Erie District School Board approve Bylaw 8 – Committees of the Board – Addition of Privacy Information Management Committee as a Standing Committee.
17. **BL25 Director’s Performance Appraisal**  
THAT the Grand Erie District School Board approve Bylaw 25 - Director’s Performance Appraisal, as amended.
18. **SO3 Involvement of Schools in Community Events**  
THAT the Grand Erie District School Board forward Policy SO3 – Involvement of Schools in Community Events to all appropriate stakeholders for comment to be received by February 17, 2016.
19. **FT5 Pupil Accommodation Reviews**  
THAT the Grand Erie District School Board approve Policy FT5 - Pupil Accommodation Reviews, as amended.



20. **SO24 Copyright – Fair Dealing Guidelines**  
THAT the Grand Erie District School Board approve the revised Policy SO24 - “Copyright- Fair Dealing Guidelines”.
21. **F104 Advertising**  
THAT the Grand Erie District School Board forward F104 - Advertising to all appropriate stakeholders for comment to be received by February 17, 2017.
22. **HR109 Offence Declaration**  
THAT the Grand Erie District School Board forward Administrative Procedure HR109 “Offence Declaration” to all appropriate stakeholders for comment to be received by February 17, 2017.
23. **SO126 Volunteers**  
THAT the Grand Erie District School Board forward SO126 - Volunteers to all appropriate stakeholders for comment to be received by February 17, 2016.
24. **F101 Hospitality Expenses**  
THAT the Grand Erie District School Board receive Procedure F101 – Hospitality and Food Expenses as information.
25. **FT116 Building Security**  
THAT the Grand Erie District School Board receive Procedure FT116 – Building Security and Access as information.
26. **P102 Procedure for Experiential Learning**  
THAT the Grand Erie District School Board receive Procedure P102 – Business Procedures for Experiential Learning Program as information.
27. **Correspondence**  
THAT the Grand Erie District School Board receive correspondence as information.

C.A. Sloat requested that Recommendation No. 2 be separated from the main report.

D. Dean requested that Recommendation No. 19 be separated from the main report.

A vote was taken on Recommendations No. 1 and 3-18, and 20-27.

**Carried**

C.A. Sloat referred to the motion carried on November 14, 2016 and proposed that recommendation No.2 be amended for clarity:



Moved by: C.A. Sloat

Seconded by: J. Harris

THAT the Grand Erie District School Board approve that caps be established each year prior to Kindergarten registration for all FI programs and that caps for any new program consider the space that will be required for full implementation of the new planned FI program.

The enrolment cap at each school will first take into account siblings of current students enrolled in the FI programs, and the rest of the spaces will be allocated through a randomized selection process.

Once the French Immersion Program is fully implemented to Grade 8 at Paris Central in 2019-2020, transportation no longer be provided from the Burford and Paris French Immersion Catchment to École Dufferin and École Confederation and students will return to their French Immersion home school.

A vote was taken on recommendation No. 2.

**Carried**

Amendments were suggested to the wording in FT5, after discussion it was agreed that no changes were required.

A vote was taken on recommendation No. 19.

**Carried**

D. Sowers left the meeting at 8:32 p.m.

#### G – 1 **New Business**

##### (a) **Report to INAC (Indigenous and Northern Affairs Canada) and Six Nations of Grand River**

B. Blancher invited Stacy Hill, Grand Erie District School Board Native Advisor for Grand Erie to present the report. A revised report was provided to Trustees and Senior Administration. This report is being shared in a different model with the success stories for students provided separately. The success stories will also be included for the Six Nations Council when the report is presented in 2017.

B. Blancher and S. Hill collectively highlighted the following:

- Native Advisory Committee membership
- Goals under the areas of achievement, environment, engagement, and advocacy
- Planning and facilitation of projects at the school level
- Initiatives completed during the 2015-2016 school year
- Message from Native Trustee Karen Sandy





- Programs and success stories
- Data – enrolment by grade and school
- Credit accumulation by grade, year and gender
- Absences (partial and full day) by grade and gender
- Average number of full day and partial day absences by grade
- 2016 EQAO results
- 2016 Ontario Secondary School Literacy Test (OSSLT) results

G. Anderson inquired about the substantial shift coming out of federal government schools and the increased number of grade 9 students enrolled with the coterminous board.

S. Hill explained how one of the areas of focus is to develop a strategic plan with Six Nations principals with transition initiatives beginning at the grade 6 level.

D. Dean was pleased with the brochure and available data. He voiced a concern about the absences and how they factor into student achievement.

C.A. Sloat inquired about Onkwehonwe. S. Hill explained that this unique program is a Section 23 classroom and is specific to the Six Nations community.

C.A. Sloat inquired about reporting on New Credit Students. B. Blancher explained that Six Nations requires us to provide a report, however we do not have the same agreement with New Credit and therefore are not required to report.

Moved by: G. Anderson

Seconded by: J Harris

THAT the Grand Erie District School Board receive the report to Indigenous and Northern Affairs Canada (INAC) and Six Nations of the Grand River as information and forward it to Indigenous and Northern Affairs and Six Nations of the Grand River.

**Carried**

(b) **Organizational Board Meeting – Set Date, Time and Place**

B. Blancher presented the annual report which provides direction to organize the Board for the following year.

Moved by: C.A. Sloat

Seconded by: J. Harris



THAT (a) the Nominating Committee meeting be held in the Board Room at the Education Centre on December 5, 2016 at 6:30 p.m.; (b) the 2016 Organizational Meeting be held in the Board Room at the Education Centre on December 5, 2016, following the Nomination Committee Meeting; and (c) the 2016 Inaugural Meeting be held in the Board Room at the Education Centre on December 12, 2016 at 7:15 p.m.

**Carried**

(c) **Workforce Report**

S. Sincerbox explained that the Board receives the Workforce Report three times during the school year – November, February and April. This report provides totals, by employee group/position, relative to the budget. The Report also includes retirement and resignation names.

Highlights included:

- Line 9 – Teachers Elementary (Adjustment of .5 FTE due to increase number of kindergarten students)
- Line 10 – Teachers Secondary (Adjustment of 1.0 FTE position through funding sources)
- Line 14 – Child and Youth Workers (Adjustment of 1.0 FTE – Native Child and Youth Worker)
- Line 23 - Early Childhood Educators (Adjustment of 4 ECEs due to increase number of kindergarten students)

Moved by: G. Anderson

Seconded by: J. Harris

THAT the Grand Erie District School Board approve the Workforce Report with data as of October 31, 2016.

**Carried**

(d) **Major Construction Update**

Nil.

(e) **Enrolment Update**

J. Gunn referred to the actual enrolments reported by schools as of October 31, 2016. Elementary enrolment in October shows projected enrolment of 17,519 with an actual of 17,714, an increase of 195. 175 of those students are in JK/SK. As of Friday November 25, 2016, 34 Grand Erie schools were completely signed off on ONSIS, 14 schools are on board to sign off, 10 schools were awaiting principal sign off and one school is currently



working on verification of data. Elementary schools should be fully through ONSIS process shortly.

Secondary enrolment in October shows projected enrolment at 8461.4 with an actual of 8462.9, which appears to be on budget. The ONSIS process is expected to be completed by December 23, 2016.

Moved by: G. Anderson

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the Enrolment Update Report as information.

**Carried**

(f) **Preliminary Year End (F2)**

J. Gunn invited Cindy Smith, Manager of Business Services to present.

J. Gunn referred to the Audit Committee meeting held on November 22, 2016 and that within the Board's financial statements are a portion of financial that the board is responsible for as compliance.

C. Smith referred to the revised Interim Financial Report – Revenue Summary for the year ended August 31, 2016. Fiscal 15-16 Year end variances from revised estimates were reviewed.

C.A. Sloat inquired about the ministry audit. J. Gunn explained that a self-assessment was completed on 15/16 to ensure issues identified in the 14/15 audit were not repeated.

These reports will be placed on the agenda for the Audit Committee meeting on December 6, 2016.

Moved by: R. Collver

Seconded by: G. Anderson

THAT the Grand Erie District School Board receive the Preliminary 2015-16 Year End Report as information.

**Carried**

(g) **Technology Infrastructure Review**

D. Abbey presented the report as information, and for consideration of approval at the December 12<sup>th</sup> meeting. John Ecklund, Manager of Information Technology was invited to present and highlighted:



- This report is to ensure that technology is current technology and no more than five years old
- This request is to acquire new technology to support schools and to look at sustainable plan to move forward for acquisition of technology
- Limitations – the Power School system is currently hosted in the cloud, would like to obtain our own data centre which could alleviate the cost of \$80,000 to host system in cloud
- Professional Development (PD) Place – Health and Safety (H&S) Training (system is currently running on a server which is more than 7 years old)
- Board website, staff portal and school website – would like to house on a data centre
- Currently two firewalls that need to be replaced
- Access points and network switches
- Backup and Restore procedures – currently using three different products
- Disaster Recovery and Business Continuity Plan

D. Abbey spoke to the cost plan.

J. Gunn referred to Table A: Technology Area, Purchase Cost, and Monthly Lease Cost

- Data Centre Updated- suggested to lease that portion (Jan – Feb)
- Firewall licensing – purchase this year \$75,500
- Address ½ of elementary access points this year
- Disaster Recovery Site – purchase in 2017 and plan to renew in five years
- Once all portions have been started, put money away every year to ensure that when replacement is required in five years the funds will be available

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.

J. Harris voiced a concern about the cost over runs for Power School and if there is a plan to mitigate? John Ecklund responded that a transition day would ensure that servers are in place to copy the system over. This is not the same as the migration from Maplewood to PowerSchool and that really it is just moving the same data and information from one place to another.

J. Harris inquired about staffing levels (ONSIS) compared to the other boards.

D. Abbey explained that the three additional clerical staff hired are keeping us right on schedule with ONSIS. That boards of comparable size have similar or more staffing.



C.A. Sloat inquired if this should come to budget deliberations. J. Gunn views this report as similar to the Educational Technology plan that comes to budget yearly.

Financial approval in December will re-allocate the current years' budget to get year one under way. Other decisions regarding year two plans will be considered during 2017-18 budget deliberations.

C. A. Sloat inquired if items identified under Implementation Timeline will come back for individual approval?

J. Gunn explained any Request for Proposals (RFP) will come to board for approval as required by policy.

Moved by: G. Anderson

Seconded by: A. Felsky

THAT the Grand Erie District School Board receive the report "Technology Infrastructure Review" as information and refer the report to the December 12<sup>th</sup> board meeting for consideration of approval.

**Carried**

#### H – 1 **Other Business**

##### (a) **Summary of Accounts – October 2016**

Presented as printed.

Moved by: J. Harris

Seconded by: G. Anderson

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of October 2016 in the amount of \$ 7,975,194.45 as information.

**Carried**

##### (b) **Special Education Advisory Committee Minutes – October 6, 2016**

Presented as printed.

Moved by: R. Collver

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the "Special Education Advisory Committee Minutes – October 6, 2016" as information.

**Carried**



(c) **Joint Occupational Health & Safety Committee Minutes – October 20, 2016**

Presented as printed.

Moved by: C.A. Sloat

Seconded by: A. Felsky

THAT the Grand Erie District School Board receive the “Joint Occupational Health and Safety Committee Minutes – October 20, 2016” as information.

**Carried**

(d) **Grand Erie Parent Involvement Committee Minutes – September 20, 2016**

Presented as printed.

J. Harris was in attendance, the minutes will be amended to reflect this.

Moved by: D. Dean

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the “Grand Erie Parent Involvement Committee Minutes – September 20, 2016” as information.

**Carried**

(e) **Native Advisory Committee Minutes – October 11, 2016**

Presented as printed.

Moved by: D. Dean

Seconded by: G. Anderson

THAT the Grand Erie District School Board receive the “Native Advisory Committee Minutes – October 11, 2016” as information.

**Carried**

(f) **Student Transportation Services Brant Haldimand Norfolk Minutes – October 25, 2016**

Presented as printed. STSBHN procedures are currently out for review.

Moved by: G. Anderson

Seconded by: K. Sandy



THAT the Grand Erie District School Board receive the "Student Transportation Services Brant Haldimand Norfolk Minutes – October 25, 2016" as information.

**Carried**

(g) **Student Senate Minutes – October 27, 2016**

Presented as printed.

Moved by: C.A. Sloat

Seconded by: J. Richardson

THAT the Grand Erie District School Board receive the "Student Senate Minutes - October 27, 2016" as information.

**Carried**

(h) **Audit Committee Minutes - November 22, 2016**

Moved by: R. Collver

Seconded by: C. A. Sloat

THAT the Grand Erie District School Board receive the "Audit Committee Minutes- November 22, 2016" as information.

**Carried**

I – 1 **Correspondence**

Nil.

J – 1 **Adjournment**

Moved by: C.A. Sloat

Seconded by: J. Harris

THAT the meeting be adjourned at 9:55 p.m.

**Carried**

---

Board Vice-Chair, Brian Doyle