



## Committee of the Whole Board

January 16, 2017  
Education Centre, Board Room

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### MINUTES

**Present:** T. Waldschmidt – Committee Chair, D. Dean, B. Doyle, A. Felsky, J. Harris, K. Sandy, J. Richardson, C.A. Sloat, D. Sowers, 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 – L. Kay

**Regrets:**

**Trustees:** G. Anderson, R. Collver

**Administration:** Nil.

**A – 1 Opening**

**(a) Roll Call**

The meeting was called to order by Committee Chair, T. Waldschmidt 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: B. Doyle

Seconded by: J. Richardson

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 Committee Chair, T. Waldschmidt at 7:15 p.m.



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

Moved by: J. Richardson  
Seconded by: D. Sowers  
THAT the agenda be approved as amended.  
**Carried**

(f) **In Camera Report**

Nil.

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

(a) **Naming of Field at North Park Collegiate (From June 13, 2016)**

J. Gunn presented the report and referred to the minutes attached from December 12, 2017. A. Felsky congratulated the committee on their work and how the name reflects community partners.

C.A. Sloat inquired when this will be presented to the City of Brantford. D. Dean confirmed on Jan 17, 2017.

She further inquired why the minutes don't reflect attendance from NPC and their approval of this name. D. Dean listed the representatives from NPC who provided input.

D. Dean acknowledged presence in the audience from Bisons Alumni. He further explained that conversations occurred with NPC representatives about and those representatives were pleased with the proposed outcome. This reflects a community project with a joint commitment.

D. Dean explained the role of the Bisons Alumni, and significant impact they have on fundraising for community projects. They have raised over \$1.5 million over 27 years. The money contributed towards scoreboard repairs, lights, resurrected press box, numerous sponsorships with teams and to support disabled athletes. In addition, both hospitals have received bursaries from the alumni association.

Moved by: D. Dean  
Seconded by: A. Felsky  
THAT the Grand Erie District School Board approve the naming of the new artificial turf field and track located at North Park Collegiate as "Bisons Alumni North Park Sports Complex".  
**Carried**



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### C – 1 Director’s Report

The Director highlighted:

- January is Kindergarten registration month: Radio Campaigns have included three Grand Erie kindergarten students. Full Story and radio ads can be found on the Grand Erie Website
- January is the end of Semester One for Secondary schools, students are busy preparing for final exams beginning on January 26<sup>th</sup>, 2017
- Brantford & Norfolk Grade 8 Student and Parent Information Nights – dates and times scheduled throughout January
- Superintendents De Vos, Thompson, Director Blancher and System Research Leader G. Roussell attended the International Congress on School Effectiveness and Improvement Conference January 6 – 9 in Ottawa.
- The Grand Erie Parent Involvement Committee (GEPIC) meeting will be held on Thursday January 19, 2017.

Days of Significance:

- January 16, 2017 - Martin Luther King Jr Day
- January 23, 2017 – Professional Development day for elementary schools,
- January 23, 2017 – Trustee Learning Session #2

Moved by: D. Dean

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Director’s Report of January 16, 2017 as information.

**Carried**

### D – 1 New Business – Action/Decision Items

#### (a) Schedule of Pre-Budget Consultation Meetings

Moved by: B. Doyle

Seconded by: D. Sowers

THAT the Grand Erie District School Board set the dates for Pre- Budget Consultation Meetings as follows:

1. February 8, 2017
2. February 22, 2017

**Carried**



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### (b) Food Services Contract

J. Gunn addressed that the current contract for Food Service Providers in most high schools expire July 31, 2017. Ministry requirements mandated for healthy eating has affected sales in cafeterias. Sales range from \$20,000 to \$170,000 per year across the schools. Current provider agreed to provide a two-year extension.

C.A. Sloat inquired about looking into hospitality programs in going forward. D. Abbey confirmed that option for some schools have been discussed.

Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the Grand Erie District School Board approve the extension of the Food Services Agreement with Compass Group for a two year term ending July 31, 2019.

**Carried**

### (c) Contract Award – 2017-72-T Phase 2 LED Lighting Replacements at Various Locations

J. Gunn presented the results of the Request for Prequalification process completed for the Phase 2 LED Lighting Replacements. Invitation to Tender process was completed engaging six (6) prequalified LED contractors. Through this competitive bid process Purchasing Services is recommending ProQuip International be awarded.

Moved by: B. Doyle

Seconded by: D. Sowers

THAT the Grand Erie District School Board approve the award of the contract for LED Lighting Replacements to ProQuip International in the amount of \$590,342.10 plus HST plus the costs of ballasts as required.

**Carried**

## D – 2 New Business – Information Items

### (a) Category III Trips

B. Blancher noted there were 15 trips that met CAT III requirement that have been added to the report presented last in June 2016. The report also shows previously approved trips.

D. Sowers inquired about those students who can't afford to go on these trips and if there are fundraising opportunities to help them. B. Blancher explained that fundraising already occurs for most of these trips and many of these trips were approved a few years back to provide that opportunity for fundraising.



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A. Felsky requested that the grades be included the elementary schools. B. Blancher clarified that through SO15 there would be no Class III trips approved for primary or junior grades and that this information could added to the report going forward.

Moved by: C.A. Sloat

Seconded by: B. Doyle

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

**Carried**

### (b) **Enrolment vs Capacity by School Report**

J. Gunn reviewed the report, and compared to the last report. Last summer, a summer student spent time visiting all schools to audit use of classroom space and report on community partner use.

Quality Accommodations Committee is currently reviewing this data.

Moved by: A. Felsky

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the report Enrolment vs Capacity as information.

**Carried**

### (c) **GELA Annual Report**

D. Martins review the report:

- Background
- Update on Recommendations from GELA review
- Update of Programs and Services offered by GELA
- Appendix A - Ministry of Education Programs (MOE for students under 21 years of age)
- Appendix B- Ministry of Education Programs ( MOE for students under 21 years of age) – Summer School
- Appendix C - Ministry of Education Programs (MOE for students over 21 years of age)
- Appendix D – Other Ministry Offerings
- Summary
- GELA Credit Totals
- GELA Graduates

She referred to appendices and acknowledged there are gaps in the charts, due to transparency.

A. Felsky acknowledged that the report was prepared without one of our important resources and that staff from GELA has appreciated support over the last few months.



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J. Harris appreciated the transparency regarding the gaps but requested clarification on the gaps. D. Martins referred to the reality that attendance registers need to better to be able to track success and outcome in program.

D. Martins expected that next year when report is presented the majority of gaps will be eliminated.

J. Harris commended D. Martins as this has been a long standing issues and appreciated the clarification and transparency identified.

C.A. Sloat voiced a concern of the 52% success rate and acknowledged attendance issues.

D. Martins spoke to E-learning responsibilities and is trying to assign responsibilities under the budget with all that GELA offers. She needs to further understand what those budget lines are and plans to align resources as best we can to address the 52% success rate,

C.A. Sloat asked about the 93 credits for the Brantford jail. D. Martins explained that the program is independent study, supporting what was previously offered through section 23.

Moved by: B. Doyle

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive the Grand Erie Learning Alternatives (GELA) & Continuing Education Report as information.

**Carried**

(d) **Transition Committee for Anna Melick Memorial School**

L. De Vos reviewed the report and noted Anna Melick will be closed effective June 30, 2017. A Transition Committee will be comprised as per Policy FT9. The Superintendent of Education responsible for Haldimand Elementary will co-ordinate and chair the Transition Committee.

Moved by: D. Dean

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the establishment of a Transition Committee for Anna Melick Memorial School.

**Carried**



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

#### (a) **BL11 Delegations**

B. Blancher referred to comments and amendments made.

Moved by: J. Harris

Seconded by: D. Sowers

THAT the Grand Erie District School Board approve Bylaw 11 – Delegations.

**Carried**

#### (b) **BL15 Trustee Expenses**

B. Blancher noted that several revisions were made during the last year and noted one addition in item 6 (b).

Moved by: A. Felsky

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve Bylaw 15 – Trustee Expenses.

**Carried**

#### (c) **BL33 Borrowing Bylaw re: Financing Capital Projects**

J. Gunn noted that this bylaw is no longer required and is requesting to have it rescinded.

Moved by: J. Harris

Seconded by: D. Sowers

THAT the Grand Erie District School Board rescind Bylaw 33 – Borrowing Bylaw re: Financing Capital Projects.

**Carried**

#### (d) **SO8 Community Partnerships**

L. Thompson referred to minor wording changes to strengthen collaborative working relationship with Community Partners.

Moved by: J. Harris

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board forward Policy “SO8 – Community Partnerships” to all appropriate stakeholders for comment to be received by April 7, 2017.

**Carried**



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(e) **SO10 Bullying**

W. Baker referred to the revised Policy SO10 that includes companion procedure SO129. Current versions of SO10 and SO129 have been included.

D. Dean asked about #5, Notifying parents. W. Baker confirmed that there is no requirement for principal to notify parents of any specific details concerning discipline decisions for the other child.

Moved by: D. Sowers

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board forward Policy SO10 — “Bullying Prevention and Intervention” to all appropriate stakeholders for comment to be received by April 7, 2017.

**Carried**

(f) **SO11 Progressive Discipline and Promoting Positive Student Behavior**

W. Baker referred to the revised Policy SO11 that includes companion procedure SO130. Current versions of SO11 and SO130 have been included.

D. Dean asked for clarification regarding level 2. W. Baker explained that would be the Principal.

Moved by: J. Harris

Seconded by: D. Sowers

THAT the Grand Erie District School Board forward Policy SO11 — “Progressive Discipline and Promoting Positive Student Behaviour” to all appropriate stakeholders for comment to be received by April 7, 2017.

**Carried**

(g) **HR6 Principal/Vice-Principal Selection Process**

S. Sincerbox referred to comments received and revisions made.

C.A. Sloat referred to criteria’s identified for selection and if it takes into account recommendation from interview team. S. Sincerbox explained that it is not definitive, it is a piece of information to discuss in deliberations.

D. Dean is concerned that the policy does not contain school-based experience. S. Sincerbox referred to consultants, out of classroom for a number of years but are still





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delivering quality based teaching to the students. B. Blancher added that when we review system thinking it does not refer to system role/job. It can be on a more micro level.

Moved by: D. Sowers

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve Policy HR6 "Principal/Vice Principal Selection Process".

**Carried**

(h) **HR7 Replacement of Casual Principal/Vice Principal**

S. Sincerbox referred to comments and revisions made.

Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the Grand Erie District School Board approve Policy HR7 "Replacement/Casual Principal/Vice Principal Selection Process".

**Carried**

(i) **P2 Honoring Indigenous Cultures and Traditions**

B. Blancher referred to revised copy provided. Further revisions were presented. She discussed the suggested statement to be read at the opening of each CW and Board meeting. B. Blancher is awaiting further input from communities. D. Dean suggested that we need a clear understanding of which events would require the reading of the statement.

J. Harris thanked the Director for the creation of this policy. Important to take awareness and acknowledgement into action.

Moved by: J. Harris

Seconded by: A. Felsky

THAT the Grand Erie District School Board approve P2 – Honouring Indigenous Cultures and Traditions, as amended.

**Carried**

E – 2 **Administrative Procedure Consideration – Information Items**

(a) **HR120 Communicable Diseases**

S. Sincerbox referred to the comments and revisions made.

Moved by: J. Harris

Seconded by: C.A. Sloat



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THAT the Grand Erie District School Board forward Administrative Procedure HR120 “Communicable Diseases” to all appropriate stakeholders for comment to be received by April 7, 2017.

**Carried**

K. Sandy left the meeting at 8:36 p.m.

(b) **SO134 Website Requirements**

D. Abbey noted some revisions made relate to website content requirements.

J. Harris asked the Director to explain how this procedure came about. B. Blancher responded that we need to standardize information on website content and there hasn't been a very functional website program. J. Harris suggested bringing this back when the new website model has been launched.

C.A. Sloat spoke about privacy and how communications used in school are not always secure.

Moved by: D. Sowers

Seconded by: J. Richardson

THAT the Grand Erie District School Board forward Procedure SO134 “Website Requirements” to all appropriate stakeholders for comment to be received by April 7, 2017.

**Carried**

(c) **FT104 Reporting of Vandalism**

J. Gunn referred to comments received and minor amendments made.

Moved by: B. Doyle

Seconded by: J. Richardson

THAT the Grand Erie District School Board receive Procedure FT104 – Reporting of Vandalism as information.

**Carried**

E. Marr and B. Newman left the meeting at 8:49 p.m.

(d) **FT111 School Initiated Facility Upgrades**

J. Gunn referred to comments received and minor amendments made.

Moved by: C.A. Sloat

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive procedure FT111 – School Initiated Facility Upgrades as information.

**Carried**



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(e) **HR101 Fragrance/Scent-Safe Workplace**

J. Gunn referred to comments received and amendments made.

Moved by: J. Harris

Seconded by: J. Richardson

THAT the Grand Erie District School Board receive Procedure HR101 – Fragrance/Scent-Safe Workplace as information.

**Carried**

(f) **HR113 Teacher Performance Appraisal**

S. Sincerbox referred to comments received and amendments made.

Moved by: D. Sowers

Seconded by: A. Felsky

THAT the Grand Erie District School Board receive Administrative Procedure HR 113 “Teacher Performance Appraisal” as information.

**Carried**

(g) **HR122 Cellular Telephones**

J. Gunn referred to comments received and amendments made.

A. Felsky suggested revising the title of the policy to mobile devices.

Moved by: C.A. Sloat

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive Procedure HR 122 – Cellular Telephones as information, as amended.

**Carried**

(h) **SO133 Signing Authority**

J. Gunn referred to comments received and minor amendments made.

Moved by: B. Doyle

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive Procedure SO133 – Signing Authorities or Short Term Agreements as information.

**Carried**



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### F – 1 Other Business

#### (a) Invitation from OSSTF

D. Dean notified trustees that OSSTF has extended a “Meet and Greet” session prior to the Committee of the Whole meeting on April 10<sup>th</sup>. Trustees agreed to the date.  
Reminder that the ETFO session is on February 27<sup>th</sup>.

### G – 1 Correspondence

- (a) Brantford Public Library
- (b) Peel District School Board
- (c) City of Brantford

Moved by: J. Harris

Seconded by: B. Doyle

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

**Carried**

### H – 1 Adjournment

Moved by: C. A. Sloat

Seconded by: J. Harris

THAT the meeting be adjourned at 8:57 p.m.

**Carried**

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Committee of the Whole Board Chair, Tom Waldschmidt