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## MINUTES

**Present:** Chair, C.A. Sloat, J. Angus, R. Collver, E. Dixon, D. Dean, B. Doyle, C. Lefebvre, M. Macdonald, , K. Amy (Student Trustee)

**Administration:** Director — J. Forbeck; Superintendents – D. Abbey, W. Baker, B. Blancher, J. Gunn, A. Nesbitt, M. McDonald, S. Sincerbox; Recording Secretary - D. Fletcher

**Teleconference:** A. Everets

**Regrets:**

**Trustees:** T. Waldschmidt, D. Werden, K. Manning (Student Trustee)

**Administration:** Nil.

### A – 1 Opening

#### (a) Roll Call

The meeting was called to order by Board Chair C.A. Sloat at 6:30 p.m.

#### (b) Declaration of Conflict of Interest

Nil.

#### (c) In Camera Session

Moved by: E. Dixon

Seconded by: J. Angus

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

Carried

#### (d) Welcome to Open Session

Board Chair C.A. Sloat welcomed everyone to the Open Session at 7:20 p.m.



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

The Director's Report will be reported after A-1-i.

Moved by: B. Doyle

Seconded by: J. Angus

THAT the agenda be approved as printed.

**Carried**

(f) **In Camera Report**

Moved by: B. Doyle

Seconded by: C. Lefebvre

THAT the Director's Interim Performance Appraisal has been completed.

**Carried**

(g) **Memorials**

Nil.

(h) **Presentation – C. Moore (Stedman Hospice)**

This presentation was deferred until another date.

(i) **Delegation – B. Hazlewood (OSSTF) re: Benefits over 65**

Moved by: R. Collver

Seconded by: E. Dixon

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

**Carried**

The Director's Report was presented at this time.

**B – 1 Approval of Minutes**

(a) **January 27, 2014 (Regular Board Meeting)**

Moved by: R. Collver

Seconded by: J. Angus

THAT the minutes of the Regular Board Meeting, held January 27, 2014 be approved.

**Carried**



**(b) February 3, 2014 (Committee of the Whole No. 1 Meeting)**

Moved by: J. Angus

Seconded by: B. Doyle

THAT the minutes of the Committee of the Whole No. 1 Meeting held February 3, 2014 be approved.

**Carried**

**(c) February 10, 2014 (Committee of the Whole No.2)**

The in camera report should reflect that Item B-1-b be approved and not B-1-a.

Moved by: J. Angus

Seconded by: E. Dixon

THAT the minutes of the Committee of the Whole No. 2 Meeting held February 10, 2014 be approved, as amended.

**Carried**

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

**(a) Board Improvement Plan for Student Achievement Mid-Year Update (October 21, 2013)**

B. Blancher presented the strategies and progress made to date for elementary schools. Her team of L. Barkans, N. Norton and J. Senko-Driedger was present to address any questions.

The Board Improvement Plan for Student Achievement Mid-Year Update and 2013-2014 Elementary Program Initiatives by School was presented. Appendix D – Director's Data Report was reviewed to show 2013-2014 Credit Accumulation Semester 1 and 2013-2014 Term 1 Report Card for Level 3-4.

In response to D. Dean, N. Norton explained the difference between full literacy implementation and comprehensive literacy. Comprehensive literacy involves modelled, shared, guided and independent practice in reading and writing. It also included the gradual release of responsibility to the students. The Grand Erie Multi-Year plan refers to full implementation of comprehensive literacy

In response to M. Macdonald, J. Senko-Driedger explained that the Student Work Study Teacher for FNMI (First Nations Metis Inuit) works with four teachers from King George and Princess Elizabeth. She is working with those teachers on strategies to use to gain insight into students with an aboriginal background to improve learning outcomes for those students. An FNMI collaborative inquiry is also embedded in this initiative.



## Regular Board Meeting

February 24, 2014  
Education Centre, Board Room

In response to C.A. Sloat, L. Barkans explained that 4 schools have sent a team to the fall session SIM session and another group of teachers to the winter session SIM session which is why we show that 41 school teams took part in SIM when only 37 schools are listed as participating.

In response to D. Dean asking if there are any specific strategies in mind to help boys perform at a higher rate, B. Blancher explained that strategies put in place for the fall involve all students. She did identify that shifts have been seen in reading and writing and her team continues to address this concern.

In response to C. A. Sloat, B. Blancher explained the next report can include what each elementary school is doing. She referred to smaller schools that would be removing most of teachers and principals out of the school to attend such initiatives. These schools are getting involved in networking initiatives by connecting with other schools.

A. Nesbitt presented the strategies and progress made to date for secondary schools. His team of P. Kostelny, J. Hall and E. DiPelino was present to address any questions.

In response to D. Dean and if the increase or improvement is reflected similarly in grade 9 math scores and OSSLT results, A. Nesbitt referred to the EQAO grade 9 assessment for grade 9 students taking academic and applied course; there are some similarities between classroom achievement and achievement on the EQAO assessment. In general, students achieve level four more frequently in the classroom setting. Overall there are a similar percentage of students achieving levels three and four on both the EQAO assessment and achievement in math classroom assessments. In reference to the OSSLT an easy comparison cannot be made because the "pass" line for the OSSLT is 300 while achievement in English classes is based on a percentage.

In response to C.A. Sloat and tuition agreement students in grade 9 to 10, A. Nesbitt agreed it was a fairly significant decrease and recognized more work was needed to strengthen that partnership to understand what is causing that drop off.

J. Forbeck presented the strategies and progress made to date for First Nations Métis Inuit (FNMI) Education.

S. Sincerbox presented the strategies and progress made to date for Special Education. His team of C. Mackenzie and F. Adams was present to address any questions.

In response to R. Collver and how improvement will be tracked for students on Individual Education Plans, S. Sincerbox will look to review student performance on standardized assessments, report cards and classroom assessment. A continuation of our audit process will occur in May 2014.



**Regular Board Meeting**  
February 24, 2014  
Education Centre, Board Room

It was suggested to alter the order of reports presented; the Director will review the integration of presentation in further detail.

Moved by: R. Collver

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the report on the Board Improvement Plan for Student Achievement Mid-Year Update as information.

**Carried**

**D – 1 Director's Report**

Nutrition Breakfast Program - Teeterville Public School

Parent Volunteer Andrea Riddoch and students presented:

- The school identified a need in the school to support a nutrition program and started a grab'n go nutrition program
- The program has grown and the school partnered with the Child Nutrition Program to provide a daily breakfast program serving meals to more than 85 students each day
- The success of the program is attributed to the dedicated volunteers

In response to E. Dixon, A. Riddoch explained that groceries in the lunch cupboard are accessible to those students who don't have a lunch

In response to M. Macdonald, A. Riddoch explained that students access the program upon arrival up until the bell rings. Should students arrive late, they take a breakfast to go to class.

School Visits – S. Sincerbox

S. Sincerbox provided an update on his visits to 25 Brantford elementary school schools. A series of photos were shown to illustrate the work in schools.

Classroom highlights focused on the implementation of the school improvement plan, self-assessment, improving achievement for all students, sharing promising practices, collaborating in Principal Learning Teams to improve instructional leadership and to build effective Professional Learning Communities within schools,



**Regular Board Meeting**  
February 24, 2014  
Education Centre, Board Room

The Director highlighted:

- Educational Technology Program – the Ministry is providing \$110,000 to support this program
- Teacher Learning and Leadership Program (TLLP) – congratulations to Dustin Carson, teacher at Lakewood Elementary School, who met the program requirements from the Teacher Learning and Leadership Committee. His initiative supports student achievement and learning in the 21<sup>st</sup> Century
- Support from the Council of Directors of Education (CODE) – will fund nine classes this summer to deliver the literacy program, which represents an additional five classes from the amount that Grand Erie received in the summer of 2013
- Upcoming elections in 2014
- GELA success stories “Class of 2014” – congratulations were extended to all learners from GELA and to employees of the Grand Erie District School Board - Jerry Blue, Krista Kyle, Kathy Munn and Christine Cail

In response to M. Macdonald, W Baker confirmed the Langton School program is funded through a different source than the CAMP SAIL program.

Moved by: J. Angus

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Director's Report of February 24, 2014 as information.

**Carried**

**E – 1 Student Trustee’s Report**

K. Amy was pleased to report that tablets have arrived at PDHS and appreciated the hard work of the Information Technology Department to reach this step.

On February 27, 2014, BCI, North Park, Paris DHS and Waterford HS will compete in the Kiwanis festival. Provincials will be held in London.

**F – 1 Committee Reports**

**(a) Committee of the Whole No. 1 – February 3, 2014**



Moved by: J. Angus

Seconded by: D. Dean

THAT the Grand Erie District School Board approve the Committee of the Whole No. 1 Report dated February 24, 2014 as follows:

1. **BL29 Student Trustees**  
THAT the Grand Erie District School Board approve Bylaw 29 – “Student Trustees”, as amended.
2. **SO20 Assessment, Evaluation and Reporting**  
THAT the Grand Erie District School Board forward Policy SO20 – “Assessment, Evaluation, and Reporting” to all appropriate stakeholders for comment to be received by May 2, 2014.
3. **F4 Trustee Honoraria**  
THAT the Grand Erie District School Board approve Policy F4 – “Trustee Honoraria”.
4. **HR4 Health & Safety**  
THAT the Grand Erie District School Board approve Policy HR4 – “Health & Safety”.
5. **FT113 Student Transportation – Junior Kindergarten and Senior Kindergarten**  
THAT the Grand Erie District School Board defer Administrative Procedure FT113 – “Student Transportation – Junior Kindergarten and Senior Kindergarten to the Committee of the Whole No. 1 meeting on March 3, 2014”.
6. **HR107 Maintaining Employee Safety While Working with Identified Exceptional Students**  
THAT the Grand Erie District School Board forward Administrative Procedure HR107 – “Maintaining Employee Safety While Working With Identified Exceptional Students” to all appropriate stakeholders for comment to be received by May 2, 2014.
7. **HR121 Injury/Incident Disease Investigation and Reporting**  
THAT the Grand Erie District School Board forward Administrative Procedure HR121 – “Injury/Incident Disease Investigation and Reporting” to all appropriate stakeholders for comment to be received by May 2, 2014.
8. **P106 Home Instruction**  
THAT the Grand Erie District School Board forward Administrative Procedure P106 – “Home Instruction” to all appropriate stakeholders for comment to be received by May 2, 2014.



## Regular Board Meeting

February 24, 2014

Education Centre, Board Room

9. **SO102 Request for School Assistance in Health Care (Administration of Prescribed Medication)**

THAT the Grand Erie District School Board forward Administrative Procedure SO102 – “Request for School Assistance in Health Care(Administration of Prescribed Medication)” to all appropriate stakeholders for comment to be received by May 2, 2014

10. **HR118 Occasional Teacher Performance Appraisal**

THAT the Grand Erie District School Board Administrative Procedure HR118 – “Occasional Teacher Performance Appraisal” to all appropriate stakeholders for comment to be received by May 2, 2014.

**Carried**

(b) **Committee of the Whole No. 2 – February 10, 2014**

Moved by: J. Angus

Seconded by: D. Dean

THAT the Grand Erie District School Board approve the Committee of the Whole No. 2 Report dated February 24, 2014 as follows:

1. **In-Camera Report**

(a) THAT Item B-1-b be approved.

2. **Kiwanis Field of Dreams - Design Phase**

(a) THAT the Grand Erie District School Board approve the preparation and release of an RFP for Detailed Project Design and Cost Analysis for the Kiwanis Field of Dreams project.

3. **Director's Report**

THAT the Grand Erie District School Board receive the Director's Report of February 10, 2014 as information.

4. **Grand Erie Learning Alternatives (GELA) Review Report**

THAT the Grand Erie District School Board receive the “Grand Erie Learning Alternatives Review Report”, as information with a progress report to be provided by the Committee of the Whole No. 2 Meeting in May 2014.

5. **Draft Proposed School Year Calendars 2014-2015**

THAT the Grand Erie District School Board approve the Draft Proposed School Year Calendars for 2014-2015 for submission to the Ministry of Education.





## Regular Board Meeting

February 24, 2014

Education Centre, Board Room

6. **Employee Assistance Program Annual Report (HR112)**  
THAT the Grand Erie District School Board receive the Employee Assistance Program Report, 2012-2013 as information.
7. **Public Meeting Schedule for Special Education Annual Review**  
THAT the Grand Erie District School Board receive the report "Public Meeting Schedule for Special Education Annual Review" as information.
8. **Educational Technology Evaluation Plan**  
THAT the Grand Erie District School Board receive the Educational Technology Initiative Evaluation as information.

**Carried**

### G – 1 New Business

#### (a) Workforce Report

This report is provided three times a school year, and provides totals by employee group/position and relative to the budget. Retirement and resignation names are also included.

Funding Adjustments were explained Teachers - Elementary, Teachers - Secondary, and Clerical, Secretarial, Business Admin and Non-Union.

Moved by: J. Angus

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the Workforce Report with data as of January 31, 2014.

**Carried**

#### (b) Appointment of Non-Board Audit Committee Members

J. Gunn detailed the terms of audit committee members. One member indicated the intention not to continue and a second member would like to serve longer. Both applicants chosen were fully qualified.

Moved by: D. Dean

Seconded by: J. Angus

THAT the Grand Erie District School Board approve the appointment of Richard Sroka as non-board audit committee member for a three year term ending January 31, 2017.

**Carried**



**Regular Board Meeting**  
February 24, 2014  
Education Centre, Board Room

Moved by: R. Collver

Seconded by: D. Dean

THAT the Grand Erie District School Board approve the appointment of Frank Casey as non-board audit committee member for a two year term ending January 31, 2016.

**Carried**

**(c) FDK Additions – Approval to Tender**

The report included background, project cost estimates (Appendix A), Draft floor plans of River Heights, Burford Elementary, and Oneida.

Draft floor plans were explained and detailed. Board approval is required prior to going out for tender.

In response to R. Collver, J. Gunn explained that explained phase 2 includes a current kindergarten classroom for Burford.

A. Everets referred to the Oneida site and a concern about the distance of the portables from the main building. J. Gunn addressed the concern and explained that through discussions with the school principal and architects it was agreed that those portables will be placed right in line of the other portables on the tarmac.

In response to M. Macdonald, J. Gunn explained that there are a number of different designs to the kindergarten addition to Burford School and this design is the only one that didn't have separation between classrooms.

Moved by: D. Dean

Seconded by: J. Angus

THAT the Grand Erie District School Board approve the proposed Full Day Kindergarten additions at River Heights, Burford District Elementary and Oneida Central for completion of design, tender and site plan approval application. Final budget to be approved prior to award of construction contract.

**Carried**

**H – 1 Other Business**

**(a) Summary of Accounts – January 2014**

Presented as printed.



**Regular Board Meeting**  
February 24, 2014  
Education Centre, Board Room

Moved by: R. Collver

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of January 2014 in the amount of \$9,671,172.82 as information.

**Carried**

**(b) Joint Occupational Health & Safety Committee Minutes – January 23, 2014**

Presented as printed.

Moved by: J. Angus

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the “Joint Occupational Health & Safety Committee Minutes – January 23, 2014” as information.

**Carried**

**(c) Special Education Advisory Committee Minutes – January 9, 2014**

Presented as printed.

Moved by: J. Angus

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the “Special Education Advisory Committee Minutes – January 9, 2014” as information.

**Carried**

**(d) Native Advisory Committee Minutes – November 5, 2013**

Presented as printed.

In response to C.A. Sloat, J. Forbeck explained that the LongHouse Ceremonies is a mid-winter festival that is held at the end of January. The challenge is that it spans over a number of days around exam time.



**Regular Board Meeting**  
February 24, 2014  
Education Centre, Board Room

Moved by: B. Doyle

Seconded by: M. Macdonald

THAT the Grand Erie District School Board receive the "Native Advisory Committee Minutes – November 5, 2013" as information.

**Carried**

**I – 1 Bylaw/Policy/Procedure Consideration – Action/Decision Items**

**(a) BL40 Borrowing Bylaw: Ontario Financing Authority Permanent Financing Capital Financing**

Moved by: R. Collver

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve BL 40 authorizing a loan from the Ontario Financing Authority in the principal amount of \$584,685 to finance approved capital for the construction of Walter Gretzky School.

**Carried**

**J -1 Correspondence**

- (a) Ottawa-Carleton District School Board
- (b) Agnes Hodge – School Council
- (c) Agnes Hodge – Home and School Association
- (d) D. Levac, MPP
- (e) D. Levac, MPP

Moved by: J. Angus

Seconded by: B. Doyle

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

**Carried**

**K – 1 Adjournment**

Moved by: J. Angus

Seconded by: M. Macdonald

THAT the meeting be adjourned at 9:29 p.m.

**Carried**

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Board Chair, Carol Ann Sloat