



**GRAND ERIE DISTRICT SCHOOL BOARD**

*Head Office, 349 Erie Avenue  
Brantford, ON N3T 5V3*

**Committee of the Whole Board No.2 Meeting  
November 14, 2011, 6:30 p.m.**

**MINUTES**

**PRESENT:**

**Trustees:** D. Dean, Vice-Chair, J. Angus, R. Collver, E. Dixon, B. Doyle, A. Everets,  
B. Johnston, C. Lefebvre, C.A. Sloat, D. Werden

**Administration:** Director — J. Forbeck; Superintendents — G. Anderson, W. Baker, B.  
Blancher, J. Gunn, M. McDonald, A. Nesbitt; Recording Secretary — D.  
Fletcher

**REGRETS:**

**Trustees:** M. Macdonald, B. Featherston (Student Trustee), P. Fleetwood (Student  
Trustee)

**Administration:**

**A – 1 Opening**

**(a) Roll Call**

Roll Call was taken.

**(b) Declaration of Conflict of Interest**

E. Dixon declared a conflict of interest concerning an In Camera property matter.

**(c) In Camera Session**

Moved by: J. Angus

Seconded by: C.A. Sloat

THAT the Board move into In Camera Session to discuss Labour Relations,  
Personnel, Property 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, D. Dean, at 7:15  
p.m.

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

Nil

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Agenda be approved.

**Carried**

(f) **In camera report**

Moved by: R. Collver

Seconded by: D. Werden

THAT Item B-1-a be approved.

**Carried**

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

(a) **Boundary Options for Dunnville Central Students – Parent Survey Results**  
(from June 27, 2011)

B. Blancher provided a brief report regarding the Accommodation Review Committee decisions that were made on June 27, 2011.

An information session was held with parents, B. Blancher, Phil Kuckyt, Manager of Transportation Services and Neil Dunning, principal of Dunnville Central. An overview was provided to parents regarding decisions going forward; noting one of the next steps is to form a Transition Committee.

B. Blancher emphasized that although Thompson Creek was scheduled for year 5 to receive Full Day Learning, they will now be moved up to year 3 to accommodate the junior kindergarten students from Dunnville Central who are currently in that program.

A. Everets commented that this was handled very well in speaking with parents from Dunnville Central and that the parents were very comfortable with having the opportunity to make this decision. She commended B. Blancher, P. Kuckyt and Neil Dunning.

D. Werden questioned if we will be receiving funding for the school that was added to year 3 for Full Day Learning Program? J. Gunn indicated that Thompson creek does not need an additional room as this program can be offered within the school. The program that was funded in Dunnville will now be funded in Thompson creek and that funding is provided per pupil. The numbers are reported to the ministry for funding.

D. Werden clarified that there are not 16 new schools for year 3 since Thompson Creek is absorbing an existing full day every day kindergarten program. The program is being transferred from one building to another for funding purposes.

C.A. Sloat recommended another motion to approve the transfer of students in the Full Day Early Learning at Dunnville Central to Thompson Creek for the start of 2012 school year.

Moved by: E. Dixon

Seconded by: A. Everets

THAT the Grand Erie District School Board receive the Boundary Options for Dunnville Central Students – Parent Survey Results as information.

**Carried**

And;

Moved by: C.A. Sloat

Seconded by: B. Johnston

THAT the Grand Erie District School Board approve the transfer of the Full Day Kindergarten Program from Dunnville Central to Thompson Creek for the 2012 school year.

**Carried**

R. Collver declared a conflict of interest concerning Early Learning Program.

## C – 1 Director's Report

J. Forbeck noted that the student trustees were away attending the Ontario Student Leadership Conference.

J. Forbeck spoke about the focus on Environment and highlighted some initiatives taking place during Bullying Awareness and Prevention Week. He emphasized these are important in promoting positive change in student achievement and well-being.

The director spoke how the strong focus on achievement will be featured with highlights of Superintendent school visits.

B.Blancher reported her focus with Haldimand Elementary Family of Schools and the focus on reading. Primary literacy was chosen because data conclusively shows that a high percentage of students who are not reading at grade level by the end of grade 3 experience challenges throughout their school career.

She explained all Haldimand schools are focusing tracking reading achievement, and providing additional support. While B.Blancher could comment on what is happening in all of her schools, she focused on just three for her report – J.L. Michener, Oneida Central and River Heights.

In response to E. Dixon, B. Blancher explained that the KLLIC program is the Kindergarten Language and Literacy in the Classroom program – an early primary literacy program that partners teachers with a Speech Language

Pathologist. Resources such as picture books and puppets are used for letter and sound recognition.

In response to D. Dean, B. Blancher confirmed that principals are aware of both the students and programs of those that experience reading difficulty in the primary grades.

Moved by: J. Angus

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Director's report of November 14, 2011 as information.

**Carried**

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

##### **(a) Russell Reid Public School – Project Approval for Tender**

J. Gunn explained that in accordance to FT1- Major Construction Project, the Project Committee was met to develop schematic plans and a proposed scope of work. He referred to the site plan and floor plan outlining proposed changes.

He reviewed the estimated projected costs with a total project estimate of \$2,050,000.000.

After board approval, the next step is to submit to the Ministry of Education for approval. The tender would then be submitted by the board.

In response to E. Dixon, Gunn confirmed there is no shortage of washrooms, as there are more than required by building code.

In response to C.A. Sloat, J. Gunn explained the site agreement is not a formality but we have consulted with city staff on the preliminary plans. Final plans need to be signed off by many different City of Brantford departments.

In response to C.A. Sloat, J. Gunn confirmed the scheduled dates are reasonable, with the important next step, receiving the ministry's response.

In response to D. Werden, J. Gunn noted the ministry's response time is usually quick, however a phone call will be made in addition to the request submission.

Moved by: J. Angus

Seconded by: R. Collver

THAT the Grand Erie District School Board approve the plans for Renovation/Addition to Russell Reid and the preparation and posting of a Tender for construction.

**Carried**

(b) **Pride of Place Program - Proposal**

J. Gunn invited Michael Tancredi, Manager of Facilities Services to present the Pride of Place Program.

M. Tancredi explained how the program re-aligns two current programs, CPIP (Community Partnership Incentive Program) and B&G (Principals Buildings and Grounds). He pointed out that research shows a positive connection between the physical environment and student's improvement of behavior and ability to perform better. He referred to Appendix A to explain the comparisons in the existing program and proposed pride of place program.

In response to C.A. Sloat, J. Gunn confirmed that no B&G budget have been released to schools for 2011-2012.

In response to C.A. Sloat, M. Tandredi noted that washrooms are not excluded from the list of items to be funded by B&G budget.

In response to C.A. Sloat, M. Tancredi explained compensatory schools are shown separately for the same reason they receive educational dollars, and dollars would mimic the same injection of additional funding for teaching and other resources.

In response to C.A. Sloat, J. Gunn explained that we are suggesting for approval to make \$150,000 for Pride of Place our first priority for the facilities renewal grant.

In response to C.A. Sloat, J. Gunn commented there are few CPIP projects not approved.

MT presented "Former B&G items list Re-assigned" and explained FS Funds and Principals Discretionary Facility Funds.

In response to C.A. Sloat, J. Gunn recommended Board of Trustees approval for the budget prior to informing principals.

A. Everets generally likes the concept, and feels there should be a balance maintained for the principal to have some ownership. M. Trancredi explained the grading systems and principals input will prioritize the projects. He also referred to a three year cycle that plan to have 80% of sites with similar per square foot

expenditure. All principals will be notified at family of school meetings.

B. Blancher confirmed Haldimand elementary principals were pleased with this proposal.

B. Johnston voiced a concern in decrease of B&S funds for small schools. M. Tancredi understood this concern and indicated the focus will be about the need.

In response to D. Werden, M. Tancredi acknowledged his request for video security camera as a need under building maintenance. He noted this will be reviewed.

In response to D. Werden, J. Gunn explained that currently there is no formal administrative procedure for CPIP outlining application process for funds and check list. Criteria is outlined in a memorandum that is forwarded to staff.

D. Dean believes this is a good idea.

Moved by: R. Collver

Seconded by: J. Angus

THAT the Grand Erie District School Board approve the Pride of Place Program.

**Carried**

(c) **Vehicle Replacement Plan**

J. Gunn explained that the second phase of a plan started last year when lease renewals were being reviewed. The market is such that a purchase is more viable with a long term gain.

He referred to the table detailing cash flows for lease versus purchasing. The intention is to purchase these vehicles through vendor of record from a tender issued by the province. The local dealer will deliver the vehicle but must meet the province's price.

In response to C.A. Sloat, J. Gunn confirmed we currently insure 41 vehicles.

Moved by: C.A. Sloat

Seconded by: J. Angus

THAT the Grand Erie District School Board approve the Vehicle Replacement Plan.

**Carried**

(d) **Disposition of Victoria School**

J. Gunn reviewed how Victoria School was originally closed in 2002, and has been used for the GELA program and as a satellite campus for BCI students.

Currently the building is unoccupied and surplus to the Boards' needs.

In response to J. Angus, J. Gunn explained that it is a board priority to build another secondary school in southwest Brant and that there is space at BCI and other city high schools to accommodate all students before then.

Moved by: C.A. Sloat

Seconded by: C. Lefebvre

THAT the Grand Erie District School Board approve that Victoria School be declared surplus to the Board's future accommodation needs in accordance with S. 194(3) (a) of the Education Act.

**Carried**

And;

Moved by: R. Collver

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve that Victoria School is offered to preferred agencies at fair market value in compliance with Ontario Regulation 444/98.

**Carried**

(e) **Educational Technology Initiative – ITS Technician**

B. Blancher reviewed the Educational Technology 5 year initiative. Currently in year 2, challenges are being encountered that have an impact on the effectiveness of the classroom use of the Educational Technology hardware and software.

She has proposed the hiring of an ITS technician on contract to start January 2012 until June 30, 2012. The goal is to ensure wireless connections are functioning in schools.

The inability to access wireless prevents the teachers from effectively delivering planned lessons. Currently there are 2 technicians working on wireless.

She explained that the difficulty technicians are having is they are unable to work in a lab environment to test these capabilities. The cost will be less than \$50,000.

J. Angus is supportive of concept, and asked about the budget implications.

B. Blancher realized savings in the Educational Technology program with volume purchases.

B. Blancher pointed out that we have an approximate budget of \$115,000 for software for Canadian and World Study teachers. When reviewed, it was discovered that we require fewer software purchases. It was determined that a good internet connection and good websites are most important for program delivery.

In response to C.A. Sloat, B. Blancher confirmed that yearly visits to schools will be needed to assess the access points.

R. Collver recommended revising the motion to reflect the start date of January 2012.

Moved by: E. Dixon

Seconded by: C. Lefebvre

THAT the Grand Erie District School Board approve the use of Educational Technology Initiative funding to hire an ITS Technician on contract from January 2012 to June 30, 2012, dedicated to support the implementation of the Educational Technology Initiative.

**Carried**

## D – 2 New Business — Information Items

### (a) **Health and Safety Annual Report 2010-2011**

J. Gunn highlighted Appendix A – Summary of Incident/Accidents. He showed the comparisons over four years in different categories of accidents and noted there is no dramatic change in trend.

In response to C.A. Sloat, J. Gunn explained that the 36 employees for ECEs includes both permanent and occasional.

In response to D. Dean, J. Gunn confirmed the liability and responsibility referred to under compliance with Health and Safety Legislation rests with the board.

In the event of an accident, the Ministry of Labour investigates by requesting policies and procedures, training, and plans that are in place to look after after adherent risks. If all in place, the board's liability is somewhat mitigated, with the supervisor and principal taking on some of the responsibility.

D. Werden commented that in a workplace the immediate supervisor can be charged by the Ministry of Labour and it may progress right up the level.

Moved by: C.A. Sloat

Seconded by: C. Lefebvre

THAT the Grand Erie District School Board receive the Health and Safety Annual Report for 2010-2011 as information.

**Carried**



(b) **Trustee Expense Report**

J. Gunn presented as written.

In response to C.A. Sloat, J. Gunn explained that the internet is not included in the report because there is a variation of plans that are not comparable.

Moved by: J. Angus

Seconded by: A. Everets

THAT the Grand Erie District School Board receive the Trustee Expenses Report as information

**Carried**

(c) **Quality Accommodation Updates**

J. Gunn explained there are no updates or minutes to present as the Quality Accommodation meetings have not occurred for awhile. A Planning Officer should be hired in the near future and a meeting will be scheduled in December 2011.

(d) **Trustee Honoraria**

J. Gunn presented as written.

Moved by: D. Werden

Seconded by: R. Collver

THAT the Grand Erie District School Board approve the Trustee Honoraria for the period of December 1, 2011 to November 30, 2012 as presented.

**Carried**

(e) **Board Improvement Plan**

J. Forbeck referred to the memorandum and Board Improvement Plan that was forwarded to Ministry of Education. The only changes since October 24, 2011 are the addition of resources to the Special Education section.

(f) **Student Suspension Statistics 2010-2011**

G. Anderson highlighted the comparison of elementary and secondary schools in the past 4 years, and pointed out the decline in elementary is due to several factors including the focus on character education and the hard work of the Safe Schools Team.

In response to C.A. Sloat, G. Anderson indicated that he can provide a report that outlines the type of suspensions. He also explained that although there are six reasons given by the Ministry for suspensions as well as two reasons that the board frequently uses.

J. Angus supports this request because there is value in understanding what suspensions are based on, especially looking at the mental health strategy.

In response to D. Werden, J. Forbeck confirmed that a detailed report showing suspension types will be provided at the November 28, 2011 board meeting.

Moved by: J. Angus

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Student Suspension Statistics 2010-2011 as information.

**Carried**

(g) **Student Expulsion Statistics 2010-2011**

G. Anderson pointed out that the changes in the Education Act in 2008 prevent principals from expelling students, and this task is the responsibility of the Student Discipline Committee. During the 2010-2011 school year, there were six students expelled which involved the police services.

In response to D. Werden, G. Anderson explained the Safe Schools Team cannot make a definite assumption that the students will return to school to continue learning and graduate. Many factors need to be reviewed; however there have been positive experiences in returning students to school.

Moved by: C. Lefebvre

Seconded by: B. Johnston

THAT the Grand Erie District School Board receive the Student Expulsion Statistics 2010-2011 as information.

**Carried**

(h) **Southwest Brantford New School (Walter Gretzky Elementary School) Transition Committee Report**

G. Anderson reported the progress in the migration of students from Ryerson Heights to Walter Gretzky Elementary School.

The goal is to have the teachers move before December 23, 2011, however there are factors that are dependent on the City of Brantford.

J. Angus stated that parents have been told that students will not be attending school on the day of the move. G. Anderson explained that in the transition

committee, this possibility was discussed but it was the responsibility of the school board to make that decision. He confirmed students in the past had a day without school. The current thought is to have teachers from Walter Gretzky Elementary School packing on Thursday December 22, 2011 and unpacking on Friday December 23, 2011. Subject to board approval, students would not attend on December 23, 2011. Should the occupancy permit not be granted in time, this process would have to occur in January.

J. Gunn explained that it is the logistics that are challenging in moving the classroom resources and furniture, and set up time would need to be taken into consideration. We are assured that by the end of November, substantial completion will occur. The issue will be full occupancy and the major barrier to occupancy is the installation of the telephone line, and that should be completed by December 9, 2011.

In response C.A. Sloat, G. Anderson agreed that parents should be notified soon so they can plan for their children.

D. Werden recommended that a special board meeting should occur once moving dates have been confirmed.

Moved by: R. Collver

Seconded by: D. Werden

THAT the Grand Erie District School Board receive the Southwest Brantford New School (Walter Gretzky Elementary School) Transition Committee Report as information.

**Carried**

## **E – 1 Other Business**

Nil.

## **F – 1 Correspondence**

### **(a) Letters Regarding Port Dover Developments**

In response to C.A. Sloat, J. Gunn commented that there is not common zoning in Norfolk between the former jurisdictions like City of Nanticoke, Delhi Township, etc. In many areas, depending on municipal jurisdiction, residential zoning permits an elementary school.

J. Forbeck recommended a follow up letter be mailed.

Moved By: D. Werden

Seconded By: R. Collver

THAT the Grand Erie District School Board receive the letters regarding “Port Dover Developments” as information.

**Carried**

**G – 1 Adjournment**

Moved by: A. Everets

Seconded by: C.A. Sloat

THAT the meeting be adjourned at 9:20 p.m.

**Carried**

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Committee of the Whole Board No. 2 Vice-Chair, Dave Dean