



## **GRAND ERIE DISTRICT SCHOOL BOARD**

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

**Regular Board Meeting  
September 26, 2011, 7:15 p.m.**

### **MINUTES**

#### **PRESENT:**

**Trustees:** C.A. Sloat, Chair, J. Angus, R. Collver, D. Dean, E. Dixon, A. Everets, B. Doyle, B. Johnston, C. Lefebvre, M. Macdonald, D. Werden, B. Featherston (Student Trustee), P. Fleetwood (Student Trustee)  
**Administration:** Director — J. Forbeck; Superintendents — W. Baker, B. Blancher, J. Gunn, M. McDonald, A. Nesbitt; Recording Secretary — D. Fletcher

#### **REGRETS:**

**Trustees:** Nil.  
**Administration:** G. Anderson

#### **A – 1 Opening**

##### **(a) Roll Call**

The meeting was called to order by Chair, C.A. Sloat at 6:30 p.m. for the purposes of conducting the In Camera Session.

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

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

J. Angus declared a conflict of interest for item F-1-a.

##### **(c) In Camera Session**

Moved by: D. Werden

Seconded by: J. Angus

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

**Carried**

Open Session reconvened at 7:15 p.m.

(d) **Welcome to Open Session**

The Public Session meeting was called to order by Chair, C.A. Sloat at 7:15 p.m.

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

Moved by: C. Lefebvre

Seconded by: J. Angus

THAT the Agenda be approved.

**Carried**

(f) **In Camera Report**

Nil.

(g) **Memorial - Craig Michael Warren, Student, Oneida Central School**

The memorial statement was read by B. Doyle.

(g) **Memorial – Wade Marsden, Student, Pauline Johnson Collegiate and Vocational School**

The memorial statement was read by J. Angus

(h) **Presentations**

Nil.

(i) **Delegations**

Nil.

**B – 1 Approval of Minutes**

(a) **August 29, 2011 (Regular Board Meeting)**

D. Werden noted following revisions; roll call is 6:30 p.m, and In camera session is 6:35 p.m. Also that C-1-b should read “THAT the Grand Erie District School Board send a letter, regarding ministry secondments with a copying being sent to local MPPS, Mr. D. McGuinty and chairs of all school boards.

M. Macdonald noted that G-1-c Information Items- should read OPSBA Native Trustee Committee, and that the text books are developed by Pearson and Good Mines Books and two individuals from Grand Erie: John Macdonald and Deneen Montour are acknowledged at the front of the book.

Moved by: J. Angus  
Seconded by: R. Collver  
THAT the minutes of the Regular Board Meeting, held August 29, 2011, be approved, as amended.

**Carried**

**(b) September 12, 2011 (Committee of the Whole No.1)**

With regard to SO126 Volunteers, S. McKillop confirmed the proper name is Brantford Police Services.

Moved by: J. Angus  
Seconded by: B. Johnston  
THAT the minutes of the Committee of the Whole Meeting No.1, held September 12, 2011 be approved.

**Carried**

**(c) September 19, 2011 (Committee of the Whole No.2)**

Under D-2-c 2011-2012 Board Improvement Plan for Student Achievement, D. Werden asked for that the word “Draft” be placed before “2011-2012 Board Improvement Plan for Student Achievement” in the motion to receive as information.

He also asked for clarification on the LITE program and the 6 modules, if it related to the achievement rates or at the performance of the system.

D. Werden asked that the draft plan be brought back on October 17, 2011 for review as opposed to October 24, 2011.

Moved by: R. Collver  
Seconded by: D. Werden  
THAT the minutes of the Committee of the Whole Meeting No.2, held September 19, 2011 be approved, as amended.

**Carried**

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

**(a) French Immersion Update** (from August 22, 2011 Committee of the Whole Meeting)

B. Blancher provided a verbal report. There are currently 90 students enrolled: 28 at Burford District Elementary School, 37 at Caledonia Centennial and 25 at Walsh.

In response to B. Johnston, B. Blancher explained that while there is currently no plan on the projections of the effects on these 3 new schools on the 2 existing schools, she will be monitoring this on an on-going basis.

She also agreed with B. Johnston that it will be interesting to see projections in Ecole Dufferin and Ecole Fairview over time and if any students would attend Burford in the future.

In response to D. Werden, B. Blancher will provide information relating to growth at Ecole Fairview and Ecole Dufferin. In particular the JK/SK grades in the city schools, and if this program is growing as a whole.

In response to M. Macdonald, B. Blancher confirmed that J. Gunn's report last year provided space projections and that they are able to accommodate these students as they progress throughout the system.

Moved: C. Lefebvre

Seconded: D. Dean

THAT the Grand Erie District School Board receive the French Immersion Update as information.

**Carried**

#### **D – 1 Director's Report**

J. Forbeck introduced the Camp SAIL program, a literacy-based program that was hosted by Grand Erie District School Board, supported by the Ministry of Education. He welcomed principals, parents and students this evening that were involved in this program.

B. Blancher provided a video about Camp SAIL, and introduced 2 students and their parents, who spoke about their positive experiences with this program.

B. Blancher confirmed that 32 students attended the camp, and it was held over a 2 week period at King George Elementary School. She also explained the research results were not yet received.

J. Angus commended the young students for reading their letters.

Moved by: D. Werden

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the Director's report of August 29, 2011 as information.

**Carried**

#### **E – 1 Committee Reports**

##### **(a) Committee of the Whole No.1 – September 12, 2011**

Moved by: J. Angus

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the Committee of the Whole No.1 Report dated September 26, 2011, as follows:

1. **Director's Report**  
THAT the Grand Erie District School Board receive the Director's report of September 12, 2011 as information.
2. **F1 Supplier Exclusivity: Food Services and Vending Machines in Schools**  
THAT the Grand Erie District School Board approve Policy F1 – “Supplier Exclusivity: Food Services and Vending Machines in Schools”, as amended.
3. **F3 Capital Related Fundraising and Community Donations**  
THAT the Grand Erie District School Board approve Policy F3 – “Capital Related Fundraising and Community Donations”, as amended.
4. **FT5 Pupil Accommodation Reviews**  
THAT the Grand Erie District School Board approved Policy FT5 – “Pupil Accommodation Reviews”, as amended.
5. **HR6 Principal/Vice Principal Selection Process**  
THAT the Grand Erie District School Board forward Policy HR6 – “Principal/Vice Principal Selection Process”, to all appropriate stakeholders for comment to be received by November 25, 2011, and THAT the draft policy HR6 be used for the fall 2011 Principal/Vice Principal selection process.
6. **F105 Capital Related Fundraising and Community Donations**  
THAT the Grand Erie District School Board receive Policy F105 – “Capital Related Fundraising and Community Donations” as information, as amended.
7. **FT110 Recorded Surveillance Board Buildings and School Transportation**  
THAT the Grand Erie District School Board receive Administrative Procedure FT110 – “Recorded Surveillance: Board Buildings and School Transportation Vehicles” as information.
8. **HR105 Term Appointments — Central Support Staff**  
THAT the Grand Erie District School Board receive Administrative Procedure HR105 – “Term Appointments — Central Support Staff”, as information.
9. **HR113 Teacher Performance Appraisal**  
THAT the Grand Erie District School Board receive Administrative Procedure HR113 – “Teacher Performance Appraisal”, as information.
10. **HR117 Re-evaluating Existing Non-Union Positions**  
THAT the Grand Erie District School Board receive Administrative Procedure HR117 – “Re-evaluating Existing Non-Union Positions”, as information.
11. **P101 Educational Programs in Government Approved Care, Treatment, Custodial and Correctional Facilities**  
THAT the Grand Erie District School Board receive Administrative Procedure P101 – “Educational Programs in Government Approved Care, Treatment, Custodial and Correctional Facilities”, as information, as amended.
12. **P107 Home Schooling**  
THAT the Grand Erie District School Board receive Administrative Procedure P107 – “Home Schooling”, as information.

13. **SO110 Weapons**  
THAT the Grand Erie District School Board receive Administrative Procedure SO110 – “Weapons”, as information, as amended.
14. **SO113 Tornadoes**  
THAT the Grand Erie District School Board receive Administrative Procedure SO113 – “Tornadoes”, as information.
15. **SO116 Pupil’s Return from Absence**  
THAT the Grand Erie District School Board receive Administrative Procedure SO116 – “Pupil’s Return from Absence”, as information.
16. **SO126 Volunteers**  
THAT the Grand Erie District School Board receive Administrative Procedure SO126 – “Volunteers”, as information.
17. **Transportation Consortia Policies and Procedures**  
THAT the Grand Erie District School Board receive the proposed Transportation Consortia Procedures as information.
18. **Equity and Inclusive Education Strategy**  
THAT the Grand Erie District School Board receive the updated Equity and Inclusive Education Strategy as information.

A. Everets requested that Recommendation No. 4 be separated from the main report.

A vote was taken on Recommendations No. 1 to 3 and 5 to 18.

**Carried**

A. Everets proposed the motion to reopen FT5 Pupil Accommodation Review for discussion.

Moved by: A. Everets

Seconded by: B. Doyle

THAT the Grand Erie District School Board reopen this matter.

**Carried with a 2/3 majority (as required by Bylaw 5)**

A. Everets discussed how the role of the trustee should be to provide information and would like the trustees to consider that trustees on this committee be considered non-voting.

D. Werden noted that the trustee’s role is significant and this is a major change to the composition. He requested this be brought back to the Committee of the Whole No.1 Meeting held on October 3, 2011 for further discussion.

B. Johnston agreed that further discussion is needed.

J. Angus agreed that the role of the trustee needs to be clearly defined. She recommended that the administration seek more detailed information regarding the trustee’s role on this committee for other public school boards.

Moved by: D. Werden

Seconded by: J. Angus

THAT the Grand Erie District School Board refer FT5 Pupil Accommodation Review to the Committee of Whole No.1 Board Meeting held on October 3, 2011.

**Carried**

**(b) Committee of the Whole No.2 – September 19, 2011**

D. Werden requested the word “Draft” be placed before Item #5 - “2011-2012 Board Improvement Plan for Student Achievement. He also requested Item #7 – Letter from OPSBA RE: Membership Fees to change the word “prepare” to “send”.

Moved by: D. Werden

Seconded by: D. Dean

THAT the Grand Erie District School Board approve the Committee of the Whole No.2 Report dated September 26, 2011, as follows, as amended.

**Carried**

**1. Director’s Report**

THAT the Grand Erie District School Board receive the Director's report of September 19, 2011 as information.

**2. Annual Accessibility Plan 2011-2012**

THAT the Grand Erie District School Board approve the “Annual Accessibility Plan for 2011-2012.”

**3. Enrolment Update**

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

**4. 2010-2011 Board Improvement Plan for Student Achievement Goals**

THAT the Grand Erie District School Board receive the “2010-2011 Board Improvement Plan for Student Achievement Goals” as information.

**5. Draft 2011-2012 Board Improvement Plan for Student Achievement**

THAT the Grand Erie District School Board receive the “Draft 2011-2012 Board Improvement Plan for Student Achievement” as information.

**6. Supervised Alternative Learning (SAL) Annual Report - Brant, Haldimand, Norfolk (P104)**

THAT the Grand Erie District School Board receive the “Supervised Alternative Learning (SAL) Annual Report - Brant, Haldimand, Norfolk (P104)” as information.

**7. Letter from OPSBA RE: Membership Fees**

THAT the Grand Erie District School Board send a “Letter to OPSBA regarding membership fees” as information.

**F – 1 New Business****(a) Appointment of Replacement SEAC Member**

W. Baker requested that J. Angus be approved as Contact Brant's replacement as a SEAC representative.

R. Collver noted as chair of SEAC, there is unanimous support for the Executive Director of Contact Brant to fill this vacancy.

In response to D. Dean, R. Collver confirmed that as many as five trustees could be in attendance at these meetings. Two are members and two are alternates.

Moved by: R. Collver

Seconded by: M. Macdonald

THAT the Grand Erie District School Board approve Jane Angus as Contact Brant's replacement SEAC representative.

**Carried**

**G – 1 Other Business****(a) Summary of Accounts – August 2011**

Moved by: A. Everets

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the "Summary of Accounts for the month of August 2011, in the amount of \$5,706,527.07 as information.

**Carried**

**(b) Joint Occupational Health and Safety Committee Minutes – September 15, 2011**

J. Gunn highlighted Item 6.5 Ministry of Labour Blitz in Technology and Science, and how the Ministry is paying special to technology classes. The Ministry of the Environment has visited two high schools and presented a subject generated waste report.

An action plan is currently being created in collaboration with L. Latreille, Health & Safety Office to respond to issues identified in the report.

J. Gunn explained the four basic steps of the action plan are 1) development of training plan 2) develop a master list of chemicals approved for use in classrooms and a process to keep the list up to date 3) organize and purge inventory, label all chemicals on the secondary school properties (engage third party) 4) create a follow up process to ensure expectations were developed and carried forward.

In response to D. Werden, J. Gunn confirmed that all trades follow the same procedures as employees with respect to the handling of hazardous materials.



In response to D. Dean, J. Forbeck agreed that while most departments and have qualified people in the school, we are incurring additional cost for third party due to time consumption for department heads. In addition, the third party involvement can ensure staff is adhering to the plan.

P. Fleetwood spoke about item 6.5 in relation to Health & Safety inspection last year that involved disposed chemicals in classrooms. J. Gunn commented that there are available resources to teachers that allow disposal of chemicals yearly, however between these pick ups, there are earmarked locations for chemicals that allow teachers to remove from their classroom.

Moved by: J. Angus

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the “Joint Occupational Health and Safety Committee Minutes – September 15, 2011 as information.

**Carried**

**(c) Special Education Advisory Committee Minutes – June 9, 2011**

The minutes were presented as printed.

Moved by: J. Angus

Seconded by: B. Johnston

THAT the Grand Erie District School Board receive the “Special Education Advisory Committee Minutes – June 9, 2011” as information.

**Carried**

**(d) Native Advisory Committee Minutes – May 16, 2011**

The minutes were presented as printed.

Moved: D. Dean

Seconded: M. Macdonald

THAT the Grand Erie District School Board receive the “Native Advisory Committee Minutes – May 16, 2011” as information.

**Carried**

**(e) Major Construction Update (FT2)**

J. Gunn presented as written. He provided a progress updates on BCI redevelopment project, South West Brantford Joint Elementary School, Ecole Fairview Portapac, and Russell Reid Addition and Renovation.

Moved: D. Werden

Seconded: D. Dixon

THAT the Grand Erie District School Board receive the Major Construction Update as information.

**H – 1 Correspondence**

**(a) Letter RE: OPSBA 2010-2011 Annual Report**

The letter refers to the annual report from OPSBA for 2010-2011.

**J – 1 Adjournment**

Moved by: A. Everets

Seconded by: J. Angus

THAT the meeting be adjourned at 8:29 p.m.

**Carried**

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Regular Board Meeting, Chair, C.A. Sloat