



Committee of the Whole Board No.1

June 1, 2015
Education Centre, Board Room

MINUTES

Present: G. Anderson, Committee Chair, R. Collver, D. Dean, B. Doyle, A. Felsky, J. Harris, J. Richardson, K. Sandy, C.A. Sloat, D. Sowers, T. Waldschmidt, M. Brown (Student Trustee), E. Creed (Student Trustee)

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

Regrets:

Trustees: Nil.

Administration: Nil.

A – 1 Opening

(a) Roll Call

Roll call was taken.

(b) Declaration of Conflict of Interest

Nil.

(c) In Camera Session

Moved by: T. Waldschmidt

Seconded by: D. Sowers

THAT the Board move into In Camera Session to discuss legal matters at 7:09 p.m.

Carried

(d) Welcome to Open Session

The Public Session meeting was called to order by Committee Chair, G. Anderson at 7:17 p.m.

(e) Agenda Additions/Deletions/Approval



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Moved by: R. Collver
Seconded by: B. Doyle
THAT the agenda be approved as printed.
Carried

(f) **In Camera Report**

Moved by: D. Sowers
Seconded by: A. Felsky
THAT the Grand Erie District School Board has considered the Jasper Construction Corp submission to Tender #2015-111-T and Senior Administration's report and disqualifies the submission pursuant to section 1.22 of the Request for Tender.
Carried

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

Nil.

C – 1 **Director's Report**

The Director highlighted:

- Global Dignity Day: Staff and students from secondary schools across Grand Erie participated in the annual board-wide Global Dignity Day event. There were facilitated learning activities and follow-up plenary where students came together to share their dignity stories. The students reported to their peers what they did throughout the year to promote equity, dignity and diversity in their schools
- GEPIC Parent Engagement Grants: The Grand Erie Parent Involvement Committee (GEPIC) is pleased to provide School Councils with access to funds through the GEPIC Parent Engagement Grants initiative. Funds from the GEPIC grants are to support parent engagement in their school. Banbury Heights is an example of a School Council that received a grant. They plan to implement another edition of The Amazing Race to support the improvement of mathematics for Grade 3-8 students and achieve higher levels of parent engagement at the school level.

Energy Conservation and Environmental Initiatives

Grand Erie District School Board is an environmental leader supporting initiatives at the school and system levels. Special appreciation was extended to the Facility Services department; their efforts have allowed Grand Erie to become environmental stewards.

The Manager of Facility Services, Tom Oldham and Environmental Officer, Katie Hashimoto, presented an energy and environmental conservation update. The update focused on Grand Erie's energy sources, conservation efforts, regulatory requirements and environmental programming. Key areas of success in the update include:



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- The Energy Dashboard, which allows staff and students to view the energy being consumed in schools
- There are 33 schools who have applied for certification or re-certification as an EcoSchool (14 are new, 19 re-certified; 23 elementary and 10 secondary)
- More than 250 elementary students attended this year's Elementary Eco Conference at Camp Trillium where students participated in a day of environmental learning, engagement and action Grand Erie is also reducing its energy footprint by replacing all of its current bulbs with new LED lighting

C.A. Sloat inquired about the source heat pump at BCI. T. Oldham explained that the manufacturer had installed new compressors six months ago, which will start warranty period. We will evaluate after year one.

J. Forbeck noted the difference seen in the gymnasium at Waterford District High School due to new LED lights.

J. Richardson inquired if the pricing for hydro is based on a fixed rate. T. Oldham explained that although it is not fixed, it is purchased as a commodity and as we move forward with the LED lights, the hydro consumption for lighting should be decreased by 50%.

J. Harris asked for clarification on why the waste budget increased in 2012-2013 compared to 2011-2012. T. Oldham explained that there was substantial costs in 2012-2013 due to Full Day Kindergarten buildings and the construction wastes were not separated from the school stream waste.

T. Oldham furthered explained recycling waste is picked up for Haldimand Norfolk and Brantford, however a third party contract is required for Brant County.

K. Hashimoto reported that secondary schools have requested fewer waste pick-ups, which have shown to be very successful.

J. Harris inquired about the \$46,000 in revenue for Solar. J. Gunn explained that this is revenue for the lease space on our school rooftops. He further explained that the lifespan of a solar panel is approximately 20 year equivalent to the term of the lease on roof space.

M. Brown asked about possible composts for schools. K. Hashimoto explained that it was being looked into, however the City of Brantford hit a roadblock and will not be implementing this program currently. Students are encouraged to compost in their backyards.

E. Creed inquired about school recycling audits. K. Hashimoto explained that it is dependent on the year that the school is in as an ECO-school and used Pauline Johnson as an example. This secondary school does a very in-depth audit three times per year.

G. Anderson thanked T. Oldham and K. Hashimoto for their presentation and hard work.



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Moved by: D. Dean

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Director's Report of June 1, 2015 as information.

Carried

D – 1 Bylaw/Policy/Procedure Consideration - Action/Decision Items

(a) **BL13 Signing Authorities of the Board**

Presented as printed.

Moved by: D. Sowers

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve Bylaw 13 - "Signing Authorities of the Board".

Carried

(b) **BL18 Personnel Matters to be Considered In Camera**

J. Forbeck explained this is bylaw that is not referred to regularly.

Moved by: D. Sowers

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve Bylaw 18 - "Personnel Matters to be Considered In Camera".

Defeated

Discussion included the proposed wording amendment regarding the conveying of the decision. It was agreed that the Director would communicate the response in writing.

Moved by: R. Collver

Seconded: J. Harris

THAT the Grand Erie District School Board approve Bylaw 18 – "Personnel Matters to be Considered In Camera" as currently written.

Carried

(c) **FT4 Use of School Facilities**

J. Gunn addressed the extensive re-write of the policy to remove redundancies and separate operational items from the policy. This new policy has been renamed Community Use of Schools.



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He referred to the rate schedule in the handbook, which can be approved for any major revisions without the policy coming out of the four year cycle.

C.A. Sloat inquired about a plan or schedule of reviews for manuals and handbooks. J. Forbeck recommended the Policy and Procedure Review Committee reconvene to discuss and suggested that manuals or handbook would need to come back in the four year review cycle, however any minor changes made to them can be done throughout the year.

Moved by: B. Doyle

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board forward Policy FT4 - "Use of School Facilities" to all appropriate stakeholders for comment to be received by November 6, 2015.

Carried

(d) **F1 Exclusive Suppliers: Food Service & Vending Machines**

J. Gunn referred to the comment received, and addressed another comment that surfaced recently regarding 2.b. Voting Members. The suggestion is to have One Secondary School Administrator (Brant/Brantford) and One Secondary School Administrator (Haldimand/Norfolk).

Moved by: A. Felsky

Seconded by: D. Dean

THAT the Grand Erie District School Board approve Policy F1 - "Exclusive Suppliers: Food Service & Vending Machines in Schools" as amended.

Carried

(e) **F3 Capital Related Funding and Community Donations**

J. Gunn referred to the amendments made, and a late suggestion to remove reference to Administrative Procedure F105 from the viability review under Operational definitions, as F105 is being rescinded and Capital Projects viability is now referred to under Section 4.2.

Moved by: C.A. Sloat

Seconded by: J. Harris

THAT the Grand Erie District School Board approve Policy F3 - "Capital Related Funding and Community Donations", as amended.

Carried



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(f) **HR9 Hiring, Supervision and Placement of a Family Member**

M. McDonald explained that no comments were received.

D. Dean inquired about Procedure #5 and asked if we have ever granted an exemption by the Director of Education or designate.

M. McDonald explained that Family of Schools Superintendents have considered or granted an exemption in oblique circumstances. He referred to a situation of an elementary vice-principal who was placed for a short duration of time at a school where his spouse works. The percentage of time spent at that school was extremely minimal.

He further explained that circumstances have arisen when a teacher showed an interest in applying at a school where the spouse is an administrator. In this situation the policy was invoked.

Moved by: J. Harris

Seconded by: D. Sowers

THAT the Grand Erie District School Board approve Policy HR9 - "Hiring, Supervision and Placement of a Family Member".

Carried

(g) **SO6 Student Suspensions**

W. Baker reviewed the comments received.

A. Felsky asked for clarification on symptoms that indicate the use of substances. W. Baker addressed physical symptoms such as dilated pupils and slurred speech although indicated that these can also be symptoms of a medical condition.

Discussion involved #10 under the Suspension Appeal Process and the removal of a person.

Moved by: B. Doyle

Seconded by: D. Sowers

THAT the Grand Erie District School Board approve Policy SO6 - "Student Suspensions".

Carried

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

(a) **P103 Learning Resource Selection**

B. Blancher reviewed the proposed changes.



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Moved by: T. Waldschmidt

Seconded by: B. Doyle

THAT the Grand Erie District School Board forward Procedure P103 – “Learning Resource Selection” to all appropriate stakeholders for comment to be received by November 6, 2015.

Carried

(b) **P105 Prior Learning Assessment Recognition (PLAR)**

A. Nesbitt referred to minor wording changes.

Moved by: R. Collver

Seconded by: D. Dean

THAT the Grand Erie District School Board forward Procedure P105 - Prior Learning Assessment Recognition (PLAR) to all appropriate stakeholders for comment to be received by November 6, 2015.

Carried

(c) **F105 Capital Related Funding and Community Donations**

This procedure has been included in Policy F3. It is being recommended to rescind this procedure.

Moved by: A. Felsky

Seconded by: J. Richardson

THAT the Grand Erie District School Board rescind Procedure F105 – “Capital Related Fundraising and Community Donations”.

Carried

(d) **HR108 Police Record Checks for Employees**

M. McDonald explained that this procedure was brought to the Board outside of the review cycle due to amendments made by the Police Services. The procedure was modified to align with their process. The new provisions adhere to staff who wouldn't be granted a vulnerable sector check because they are not coming into contact with students.

J. Harris asked for an example of an exceptional case of when an employee would start working without the vulnerable sector check being completed.

M. McDonald explained that an exceptional case may involve an employee who is ready to work however due to unusual circumstances may have their vulnerable sector check



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delayed for up to six months, and if that employee is not working or coming into contact with children, then he/she may be permitted to start work.

He spoke of staff (Education Centre) who do not come into direct contact with children are not required to provide vulnerable sector checks but to sign an annual offence declaration.

Moved by: J. Harris

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive Procedure HR108 — “Police Record Checks for Employees” as information.

Carried

(e) **SO116 Pupil Return from Absence**

W. Baker referred to one comment that was suggested.

Moved by: A. Felsky

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive Procedure SO116 — “Pupil’s Return from Absence” as information.

Carried

(f) **SO127 Student Suspensions**

This procedure has been included in Policy SO6. It is being recommended to rescind this procedure.

Moved by: C.A. Sloat

Seconded by: D. Sowers

THAT the Grand Erie District School Board rescind Administrative Procedure SO127 — “Student Suspensions”.

Carried

E – 1 **Other Business**

(a) **General Contractor Award – Coronation Redevelopment Project**

J. Gunn referred to the reports that lists the results of tender responses for this project, all came within the funding being provided by province.

He referred to the provisional items.



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Moved by: D. Sowers

Seconded by: J. Harris

THAT the Grand Erie District School Board approve the award for General Contracting services for the Coronation Redevelopment Project as set out in request for tender **2015-111-T** to **Abcott Construction Ltd.** in the amount of **\$5,194,521.00 + HST.**

Carried

(b) **General Contractor Award – Day Care Retrofit at Lakewood Elementary School**

J. Gunn referred to the bids listed.

Moved by: C.A. Sloat

Seconded by: J. Harris

THAT the Grand Erie District School Board approve the award for General Contracting services for the Lakewood Elementary Day Care renovation project as set out in tender **2015-114-T** to **Abcott Construction Ltd.** in the amount of **\$459,430.00 + HST.**

Carried

C.A. Sloat declared a conflict of interest for item E-1-c.

(c) **Special Needs Strategy Report – Coordinated Service Plan Proposal**

S Sincerbox referred to the report/proposals which acknowledges our participation in the process. It must be signed off by June 15, 2015 to the Ministry.

Discussion involved the signing and binding the corporation and was agreed that more clarification is needed.

J. Forbeck referred to protocols such as CAS or police that do not require approval as they do not belong to our Board. Threat/Risk Protocol, developed by our Board does require approve and signatories from partners.

Due to timelines with the Ministry and expectations, this item will need to be discussed at the Committee of the Whole No. 2 meeting on June 8, 2015.

Moved by: J. Harris

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the Special Needs Strategy Report – Coordinated Service Plan as information and to place on the CW2 agenda on June 8, 2015 for further discussion.

Carried



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F – 1 Correspondence
Nil.

G – 1 Adjournment

Moved by: C.A. Sloat

Seconded by: D. Sowers

THAT the meeting be adjourned at 8:54 p.m.

Carried

Committee of the Whole Board No.1 Chair, Greg Anderson