



---

## MINUTES

**Present:** C.A. Sloat, Board Chair, G. Anderson, R. Collver, D. Dean, B. Doyle, A. Felsky, J. Harris, J. Richardson, K. Sandy, 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**

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**

Nil.

**(c) In Camera Session**

Moved by: T. Waldschmidt

Seconded by: G. Anderson

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**

The Public Session meeting was called to order by Chair, C.A. Sloat, at 7:23 p.m.



**Regular Board Meeting**  
May 25, 2015  
Education Centre, Board Room

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

Moved by: D. Dean  
Seconded by: G. Anderson  
THAT the Agenda be approved as printed.  
**Carried**

(f) **In Camera Report**

Nil.

(g) **Memorials**

Nil.

(h) **Presentations**

Nil.

(i) **Delegations**

Nil.

**B – 1 Approval of Minutes**

(a) **Regular Board Meeting – April 27, 2015**

Moved by: R. Collver  
Seconded by: J. Harris  
THAT the Minutes of the Regular Board Meeting, held April 27, 2015 be approved.  
**Carried**

(b) **Committee of the Whole No. 1 – May 4, 2015**

Moved by: D. Sowers  
Seconded by: G. Anderson  
THAT the Minutes of the Committee of the Whole No. 1 Meeting, held May 4, 2015, be approved.  
**Carried**



(c) **Committee of the Whole No. 2 – May 11, 2015**

Moved by: T. Waldschmidt

Seconded by: J. Richardson

THAT the Minutes of the Committee of the Whole No. 2 Meeting, held May 11, 2015 be approved.

**Carried**

**C – 1 Director’s Report**

The Director highlighted:

- Special Olympics (Grand Erie Games): Grand Erie sponsored a fun-filled day for the Special Education Elementary Self-Contained Classes at Waterford District High School. The event began with an opening ceremony and remarks. Schools were encouraged to show team spirit with flags, team shirts, mascots etc
- Council of Exceptional Children’s Annual Awards Night: The Council for Exceptional Children (CEC) focuses on enhancing the educational outcomes and improve the quality of life for individuals with special needs. Annually, staff and students in the Brant, Haldimand and Norfolk chapters are recognized for efforts at the 2015 CEC Awards. This year’s award celebration was held at Simcoe Composite School on Thursday, May 21, 2015
- Kiwanis Field Ceremonial Ground Breaking: Grand Erie and the City of Brantford celebrated the Kiwanis Ground Breaking Ceremony on Saturday, May 23. Special guests and dignitaries attended the event at Pauline Johnson Collegiate & Vocational School
- Madelaine Brown, current Student Trustee for the North attended the Ontario Student Trustee Association Conference and was awarded the most committed committee member for the First Nations, Métis, Inuit committee and was elected as the Professional Development Officer
- Newly elected Student Trustee for the South for 2015-2016 Alex Martindale was introduced to trustees and senior administration
- The Archives AGM will be held on May 26, 2015

Presentation – Undercover High School

Undercover High School Presentation: Undercover High is a television show on YTV where high-school faculty teams with actors prank their students. Host Lisa Gilroy works with teachers and principals to come up with the perfect plan to prank the students.



Undercover High recently filmed in five schools in Grand Erie including BCI, Waterford, DHS, Simcoe Composite School, North Park and Hagersville Secondary

The show is set to air its second season in August. Three students and their physical education teacher from BCI attended the Board meeting with Principal Ann Myhal to share their experience and learning with the Board.

Moved by: B. Doyle

Seconded by: J. Richardson

THAT the Grand Erie District School Board receive the Director's Report of May 25, 2015 as information.

**Carried**

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

**(a) 2011-2015 Multi-Year Plan Update**

J. Forbeck referred to the report that included: background, Director's Annual Report, Board Improvement Plan for Student Achievement, Annual Operating Plans, School Improvement Plans, Department Plans, Additional Information and Recommendation as the Board moves forward in the fall to develop a new 2016-2020 Multi-Year Plan.

Moved by: B. Doyle

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the continued implementation of the 2011-2015 Multi-Year Plan until the new plan is developed and approved during the 2015/2016 academic year.

**Carried**

**(b) Annual Operating Plans Review – 2014-2015**

J. Forbeck highlighted the five Operating Plans: Under Environment – Safe and Inclusive Schools, and Quality Accommodations; under Engagement – Communication and Community Relations, Parent Engagement, and Staff Engagement. These plans were presented to the Board in August.

Superintendents provided evidence of progress and status updates for operating plans.

**(i) Environment – Safe and Inclusive Schools**



W. Baker reviewed Threat/Risk Assessment Protocol, Bullying Prevention and intervention, Equity and Inclusiveness Education, and Safe and Inclusive Schools Committee.

C.A. Sloat inquired how the addition of programs is determined. W. Baker explained that the Equity and Inclusive Education Steering Committee seeks presenters throughout the year, and will consider presentations if it meets the objectives set out by the committee.

W. Baker reported that the Equity and Inclusive presentations, held outside of the regular work day are highly successful in attendance and usually have waiting lists.

(ii) **Environment – Quality Accommodations**

J. Gunn reviewed Energy Reduction Strategy, Multi-Year Capital Plan, Capital Renewal and Environmental Initiatives.

(iii) **Engagement – Communications and Community Relations**

J. Forbeck invited S. McKillop, Manager of Communications to the discussion. J. Forbeck reviewed School Website Implementation, Social Media Guidelines, Freedom of Information and Protection of Privacy, Recognition Program, Public Health Protocol, and Partnerships.

K. Sandy left the meeting at 8:20 p.m.

S. McKillop addressed the Recognition program and thanked Gabe Gregoire, Graphic Designer/Website Coordinator for her work with school websites and is pleased to report that 100% of schools have live websites. Communications will continue to help and support schools in engagement. He clarified that as new websites are active, the old websites will be dismantled.

M. Brown inquired if there is a plan to acquire Twitter or Facebook pages for each school? J. Forbeck responded that this idea could be considered for operating plans.

R. Collver inquired about providing information system wide to school sites. S. McKillop explained that school websites have the ability to do so however Communications can also populate at school level.

R. Collver inquired about the status of Social Media guidelines. S. McKillop confirmed they are complete but until next steps are determined, the resource document is yet to be posted on the Board website. J. Forbeck explained that a conversation with all trustees will need to happen to develop the Social Media Policy that includes those guidelines.



S. McKillop elaborated on “Schools in the News” and how success stories at the schools are shared on the Board website.

A. Felsky added that the Board needs to be conscious of JK parents coming into our system and their technical abilities. She looks forward to seeing how social media moves forward in the Board.

(iv) **Engagement – Parent Engagement**

J. Forbeck invited S. McKillop, Manager of Communications to the discussion.

J. Forbeck reviewed Parent Engagement and School Improvement Plans, *Tell Them from Me* and Parent Satisfaction Survey, GEPIC Supporting School Councils, and System-Home Parent Communication.

R. Collver was pleased to see School Improvement Plans posted on the website and suggested that parents are aware of this. D. Dean added that upon visits to school councils, they were initially reluctant to discuss anything for school improvement, he sees this as a good first step having school council change their focus to this.

(v) **Engagement – Staff Engagement**

J. Forbeck reviewed Staff Leadership, Employee Relations, Succession Planning, and Performance Appraisals.

R. Collver inquired about increasing leadership capacity. J. Forbeck explained that leadership capacity would be increased by including new or experienced leaders and having speakers or training around a variety of topics.

B. Blancher added that meetings were coordinated and held last week with a large group of staff. D. Abbey noted the discussions included legal issues, mental health, and a healthy mindset.

R. Collver inquired about a % of performance appraisals completed. J. Forbeck confirmed that all managers will be completed this year.

A tracking tool has been developed to ensure that all schools are up to date, at this point some schools are complete. Although teachers are complete, it is challenging for all groups to be complete due to availability or hours.

C.A. Sloat asked if there be a budget allocation for some of these projects.



Moved by: J. Harris

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive the Annual Operating Plans (2014-2015) as information.

**Carried**

**E – 1 Student Trustee Report**

Nil.

**F – 1 Committee Report**

**(a) Committee of the Whole No. 1 – May 4, 2015**

Moved by: G. Anderson

Seconded by: R. Collver

THAT the Grand Erie District School Board approve the Committee of the Whole No. 1 Report dated May 4, 2015 as follows:

**1. In Camera Report**

THAT the Board approve the Memorandum of Understanding for the Major Ballachey Neighbourhood Hub between the Board and the City of Brantford.

**2. Director's Report**

THAT the Grand Erie District School Board receive the Director's Report of May 4, 2015 as information.

**3. BL2 Role of the Board**

THAT the Grand Erie District School Board approve Bylaw 2 – "Role of the Board", as amended.

**4. BL12 Information Reports**

THAT the Grand Erie District School Board approve Bylaw 12 – "Information Reports".

**5. BL19 Use of Board Logo, Grand Erie Name, and Grand Erie Design Banner**

THAT the Grand Erie District School Board approve Bylaw 19 – "Use of Board Logo, Grand Erie Name, and Grand Erie Design Banner".



6. **SO15 Out of Classroom Field Trips and Excursions**  
THAT the Grand Erie District School Board forward Policy SO15 — “Out of Classroom Field Trips and Excursions” to all appropriate stakeholders for comment to be received by October 9, 2015.
7. **SO22 Fees for Learning Materials and Activities**  
THAT the Grand Erie District School Board forward Policy SO22 — “Fees for Learning Materials and Activities” to all appropriate stakeholders for comment to be received by October 9, 2015.
8. **HR6 Principal/Vice-Principal Selection Process**  
THAT the Grand Erie District School Board approve Policy HR6 - “Principal/Vice-Principal Selection Process”, as amended.
9. **SO5 School/Site Security and Lockdown**  
THAT the Grand Erie District School Board approve Policy SO5 — “School/Site Security (Lockdowns, Tornadoes and Bomb Threats)”, as amended.
10. **SO113 Tornadoes**  
THAT the Grand Erie District School Board rescind Administrative Procedure SO113 – “Tornadoes”.
11. **SO115 Anaphylaxis (Life Threatening Allergic Reactions)**  
THAT the Grand Erie District School Board refer SO115 – “Anaphylaxis (Life Threatening Allergic Reactions)” to Senior Administration until ministry direction is provided regarding Ryan’s Law.
12. **SO117 Parental Request for Temporary Excuse from Attendance at School**  
THAT the Grand Erie District School Board forward Administrative Procedure S0117 “Parental Request for Temporary Excuse from Attendance at School” to all appropriate stakeholders for comment to be received by October 9, 2015.
13. **SO124 Use of Service Dogs in Schools**  
THAT the Grand Erie District School Board forward Administrative Procedure S0124 “Use of Service Dogs” to all appropriate stakeholders for comment to be received by October 9, 2015.





**14. SO109 Bomb Threats**

THAT the Grand Erie District School Board rescind Administrative Procedure SO109 – “Bomb Threats”.

**15. OPSBA Report**

THAT the Grand Erie District School Board receive the OPSBA Report as information.

**Carried**

(b) **Committee of the Whole No. 2 – May 11, 2015**

Moved by: B. Doyle

Seconded by: J. Harris

THAT the Grand Erie District School Board approve the Committee of the Whole No. 2 Report dated May 11, 2015 as follows:

**1. Director’s Report**

THAT the Grand Erie District School Board receive the Director’s Report of May 11, 2015 as information.

**2. 2015-2016 Committee/Board Meeting Schedule**

THAT the Grand Erie District School Board approve the 2015-2016 Committee/Board Meeting Schedule.

**3. Facility Partnerships – Annual Facility Status Report (FT118)**

THAT the Grand Erie District School Board receive the “Facility Partnerships – Annual Facility Status Report (FT118)” as information.

**4. Allocation of Educational Assistants 2015-2016**

THAT the Grand Erie District School Board approve the allocation of 300 Educational Assistants, as outlined in the report “Allocation of Educational Assistants 2015-2016”, pending final budget approval.

**5. Student Senate Report**

THAT the Grand Erie District School Board receive the “Student Senate Report” as information.

**6. Student Trustee Selection (BL29)**

THAT the Grand Erie District School Board receive the “Student Trustee Selection (BL29) Report” on the appointment of the following Student Trustees for 2015-2016:

Grand Erie North: Madelaine Brown

Grand Erie South: Alexandria Martindale



7. **Data Report – Learner Intervention Tracking for Excellence (LITE) – Referrals for Professional Services**  
THAT the Grand Erie District School Board receive the “Data Report – Learner Intervention Tracking for Excellence (LITE) – Referrals for Professional Services” as information.
8. **Data Report – Levelled Literacy Intervention (LLI) and Empower Reading**  
THAT the Grand Erie District School Board receive the “Data Report – Levelled Literacy Intervention (LLI) and Empower Reading” as information.
9. **Managing Information for Student Achievement (MISA) Update**  
THAT the Grand Erie District School Board receive the “Managing Information for Student Achievement (MISA) Update” as information.
10. **FT5 Pupil Accommodation Review**  
THAT the Grand Erie District School Board forward Policy FT5 – Pupil Accommodation Reviews to all appropriate stakeholders for comment to be received by October 9, 2015, as amended.
11. **SO108 Community Service Providers and Schools Working Together**  
THAT the Grand Erie District School Board forward Administrative Procedure SO108 - “Community Providers and Schools Working Together” to all appropriate stakeholders for comment to be received by October 9, 2015.
12. **In Camera Report**
  - i. THAT Item C-1-a-i be approved.
  - ii. THAT Item C-1-a-ii be approved.
  - iii. THAT Item C-1-b be approved.
  - iv. THAT Item C-1-c be approved.

**Carried**

**G – 1 New Business**

**(a) Major Construction Update (FT2)**

J. Gunn reported that tenders for Coronation Redevelopment and Lakewood Daycare Retrofit have closed and reports will be coming to the Committee of the Board No. 1 meeting, and a special board meeting held on June 8, 2015 to approve.



Moved by: J. Harris

Seconded by: T. Waldschmidt

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

**Carried**

(b) **OPSBA Report**

C.A. Sloat reported that all positions for OPSBA are acclaimed there are constitutional amendments or policy resolutions to be voted on.

H – 1 **Other Business**

(a) **Summary of Accounts — April 2015**

Presented as printed.

Moved by: J. Harris

Seconded by: G. Anderson

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of April 2015, in the amount of \$9,081,056.78 as information.

**Carried**

(b) **Joint Occupational Health and Safety Committee Minutes - April 23, 2015**

Presented as printed.

Moved by: J. Harris

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the "Joint Occupational Health and Safety Committee Minutes – April 23, 2015" as information.

**Carried**

(c) **Special Education Advisory Committee Minutes – April 9, 2015**

Presented as printed.



Moved by: G. Anderson

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive the "Special Education Advisory Committee Minutes – April 9, 2015" as information.

**Carried**

(d) **Compensatory Education Committee Minutes – March 12, 2015**

Presented as printed.

S. Sincerbox explained 5.1 Shared Purchasing for Resources relates to delivering of resources.

Moved by: J. Harris

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive the "Compensatory Education Committee Minutes – March 12, 2015" as information.

**Carried**

(e) **Audit Committee Minutes – May 5, 2015**

J. Gunn referred to items 6.1 and 7.0 and the recommendations that require board approval.

Moved by: D. Sowers

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the "Audit Committee Minutes - March 5, 2015" as information.

**Carried**

Moved by: G. Anderson

Seconded by: A. Felsky

That the Grand Erie District School Board appoint Millard, Rouse and Rousebrugh as the Board's external auditor for the 2014-2015 year end Financials.

**Carried**

Moved by: D. Sowers

Seconded by: J. Richardson

That the Grand Erie District School Board approve the 2015-2016 Internal Audit Plan.

**Carried**



**I – 1 Correspondence**  
Nil.

Moved by: J. Harris  
Seconded by: T. Waldschmidt  
THAT the Board move into In Camera Session to discuss Personnel Matters at 8:49 p.m.  
**Carried**

**J – 1 In Camera Report**

Moved by: R. Collver  
Seconded by: A. Felsky  
THAT the applications for the Elementary Teacher’s Self-Funded Leave Plan be approved.

**Carried**

Moved by: D. Sowers  
Seconded by: J. Harris  
THAT the applications for the Secondary Teacher’s Self-Funded Leave Plan be approved.  
**Carried**

Moved by: R. Collver  
Seconded by: D. Sowers  
THAT the Term Appointment 0.5 FTE Teacher Consultant, Special Education from September 1, 2015 until June 30, 2018, be approved pending final budget approval.  
**Carried**

Moved by: J. Harris  
Seconded by: R. Collver  
THAT item D-1-e be approved.  
**Carried**

Moved by: G. Anderson  
Seconded by: T. Waldschmidt  
THAT Item D-1-f be approved.  
**Carried**

Moved by: R. Collver  
Seconded by: D. Sowers  
THAT Item D-1-g be approved.  
**Carried**



**Regular Board Meeting**  
May 25, 2015  
Education Centre, Board Room

**K – 1 Adjournment**

Moved by: G. Anderson

Seconded by: J. Harris

THAT the meeting be adjourned at 9:11 p.m.

**Carried**

---

Board Chair, Carol Ann Sloat