



Committee of the Whole Board No.1

November 3, 2014
Education Centre, Board Room

MINUTES

Present: B. Doyle, Committee Vice-Chair, J. Angus, R. Collver, D. Dean, E. Dixon, C. Lefebvre, M. Macdonald, C.A. Sloat, T. Waldschmidt, D. Werden, M. Brown (Student Trustee), E. Creed (Student Trustee)

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

Teleconference: A. Everets

Regrets:

Trustees: Nil.

Administration: Nil.

A – 1 **Opening**

(a) **Roll Call**

The meeting was called to order by Committee Vice-Chair, B. Doyle at 6:30 for the purposes of conducting the In Camera Session.

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

Nil.

(c) **In Camera Session**

Nil.

(d) **Welcome to Open Session**

The Public Session meeting was called to order by Committee Vice-Chair, B. Doyle at 7:24 p.m.

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



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Moved by: C.A Sloat
Seconded by: M. Macdonald
THAT the agenda be approved.
Carried

(f) **In Camera Report**

Nil.

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

Nil.

C – 1 **Director's Report**

The Director highlighted:

- A tuition agreement has been negotiated between Grand Erie District School Board and Aboriginal Affairs and Northern Development Canada and is in the process of being signed
- As part of extensive provincial Health and Physical Education curriculum consultations, the Ministry of Education is seeking feedback, through a secure survey, from one parent from every elementary school in Grand Erie and across the province. A current, relevant and age-appropriate Health and Physical Education curriculum will be introduced in Ontario classrooms in September 2015. The curriculum will support students in developing the knowledge and skills they need to thrive in today's rapidly changing and connected world
- Commencements are scheduled this coming week for Cayuga SS, Hagersville SS, Delhi District SS, and Hagersville SS
- Some Grand Erie District School Board schools will be participating in the Movember cause this month. Men will spend the month growing and grooming their moustaches and become walking, talking billboards for men's health causes
- In a recent article in an OFSAA publication The Bulletin, Brandon Thomas, a former Paris District High School student, was recognized. Brandon wrapped up his high school career at Paris District High School in the top-15 at OFSAA Cross Country every year including bronze in grade 10. Brandon prepared a video called "The Myth of Lactic Acid", coordinated fundraising events for the Canadian Cancer Society, and tutored and coordinated programs for the younger grades. Brandon will study science at Queen's University with plans to pursue a career in Medicine
- Grade 9 students from across the Board will learn about the many career opportunities as they participate in Take Our Kids to Work Day. Placements vary from school to school. This day is sponsored by The Learning Partnership.



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Moved by: D. Dean

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Director's Report of November 3, 2014 as information.

Carried

D – 1 New Business – Action/Decision Items

Nil.

D – 2 New Business – Information Items

(a) Educational Technology Initiative Update

D. Abbey referred to background, additional information (previous phases and phase 5), budget implications and communication plan.

D. Abbey clarified phase 4 involved redeploying of tablets, with no additional netbooks purchased. He further explained that the plan for this year was reviewed collectively by the team to ensure that technology will be available to teachers to use effectively.

D. Werden was pleased to see this aggressive project has come to fruition.

Moved by: J. Angus

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Educational Technology Initiative Update as information.

Carried

(b) Trustees' Travel and PD Expenses

J. Gunn referred to the report 2013-2014 PD and travel expenses for trustees and year to date for current year.

Moved by: D. Werden

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Trustees' Travel and PD Expenses Report as information.

Carried



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(c) Early Development Instrument Report

B. Blancher reviewed background, additional information and communication plan.

B. Blancher explained that S. Landon was requested to attend the training, as the MISA lead for our board and that more information would be provided after November 20, 2014.

Moved by: T. Waldschmidt

Seconded by: J. Angus

THAT the Grand Erie District School Board receive the Early Development Instrument Report as information.

Carried

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

(a) BL8 Committees of the Board (Special Education Advisory Committee (SEAC))

S. Sincerbox referred to the background, additional information and communication plan. The recommended action should read “approve”.

He clarified 3.2 and the recruitment process. It would involve all members of the SEAC Committee, in addition to the superintendent of education responsible for Special Education.

A suggested revision to 3.4 SEAC to state that minutes come to trustees, not executive council.

R. Collver inquired about 4.0 and the committee’s thoughts about the resignation letter to the Chair and not the Superintendent of Education. S. Sincerbox explained it was the will of committee and that decision was acceptable.

It was agreed that SEAC is the responsibility of the board and that wording should identify that throughout the document.

Moved by: J. Angus

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve BL8 Appendix A – “SEAC Terms of Reference” as information, as amended.

Carried



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(b) **BL24 Capital Expenditure Finance**

J. Gunn reviewed background and renewal term and stated that the cover report has been revised.

J. Gunn explained that our renewal balances will be less than \$2.5 million dollars.

Moved by: D. Werden

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve BL24 Capital Expenditure Finance, as amended.

Carried

(c) **SO28 Student Concussion and Head Injury**

A. Nesbitt reviewed PPM 158 and the key elements of the PPM that needed to be included in the new Board policy. The PPM indicates that Ontario Physical and Health Education Association (OPHEA) guidelines are the minimum practices to be implemented by school boards by January 30, 2015.

The length of the document was discussed and A. Nesbitt explained that the writing group felt it was better to keep all documents together. Stakeholder consultation should provide feedback on the most effective format. Possibly some of the templates included in the policy could be posted in the staff portal.

M. Macdonald was pleased with the comprehensiveness of the policy and inquired if training will be provided and if there is a current resource for coaches and staff to refer to for player code of conduct. A. Nesbitt confirmed that training will be provided, and that currently there is not a consistent player code of conduct used throughout the board.

Moved by: J. Angus

Seconded by: R. Collver

THAT the Grand Erie District School Board forward Policy SO28 – “Student Concussion and Head Injury” to all appropriate stakeholders for comment to be received by February 13, 2015.

Carried

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

(a) **FT103 Temporary Closure of Board Buildings**



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J. Gunn noted that there are no changes suggested.

Moved by: C.A. Sloat

Seconded by: R. Collver

THAT the Grand Erie District School Board forward Administrative Procedure FT103-
“Temporary Closure of Board Buildings” to all appropriate stakeholders for comment to be
received by February 13, 2015.

Carried

(b) **FT110 Recorded Surveillance: Board Buildings & School Transportation Vehicles**

J. Gunn reviewed suggested changes regarding the digital video recorder and CCTV.

Moved by: T. Waldschmidt

Seconded by: D. Dean

THAT the Grand Erie District School Board forward Administrative Procedure FT110 –
“Recorded Surveillance: Board Building and School Transportation Vehicles” to all
appropriate stakeholders for comment to be received by February 13, 2015.

Carried

(c) **HR103 Duties and Expectations of Teachers**

M. McDonald noted that there are many other resources that apply to duties and
expectations of teachers and that there are no changes recommended.

Moved by: J. Angus

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board forward Administrative Procedure HR103 -
“Duties and Expectations of Teachers” to all appropriate stakeholders for comment to be
received by February 13, 2015.

Carried

(d) **HR105 Term Appointments – Central Support Staff**

M. McDonald noted that there are no changes recommended.

M. McDonald explained that there are different terms for different positions and
different ways to extend the term. In discussion with executive council, it was evident that
flexibility and balance were important factors.



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E. Creed inquired if there are two people applying for the same position, would the position be given to the person with more experience or the other who is more qualified. M. McDonald explained that a job competition involves a host of factors awarded, and there is a greater emphasis on the interview and skillset.

Moved by: R. Collver

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board forward Administrative Procedure HR105 - "Term Appointments – Central Support Staff" to all appropriate stakeholders for comment to be received by February 13, 2015.

Carried

(e) **HR117 Re-evaluating Existing Non-Union Positions**

M. McDonald reviewed the changes suggested will help with clarification. The job evaluation is not yet completed but will be revisiting to choose one of the following:
1) Committee to review the process 2) A model or Third Party adjudicator or 3) Third Party adjudicator and staff.

Moved by: C. Lefebvre

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board forward Administrative Procedure HR117 — "Re-evaluating Existing Non-Union Positions (GEMST)" to all appropriate stakeholders for comment to be received by February 13, 2015.

Carried

(f) **P101 Educational Programs in Government Approved Care, Treatment, Custodial and Correctional Facilities**

S. Sincerbox noted that there are no changes recommended.

Moved by: R. Collver

Seconded by: D. Werden

THAT the Grand Erie District School Board forward Administrative Procedure P101 – "Educational Programs in Government Approved Care, Treatment, Custodial and Correctional Facilities" to all appropriate stakeholders for comment to be received by February 13, 2015.

Carried

(g) **P104 Supervised Alternative Learning and other Excusals from Attendance at Schools**

A. Nesbitt received six comments that helped to update the language in practice.



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It was suggested to revise the wording for 25 c that the supervisory officer needs to be a qualified teacher.

Moved by: T. Waldschmidt

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive P104 Supervised Alternative Learning and other Excusals from Attendance at Schools as information, as amended.

Carried

(h) SO103 Safe Arrivals

W. Baker reviewed important addition, comment #1 – attendance taken at the end of a nutrition break.

Moved by: J. Angus

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive SO103 Safe Arrivals as information.

Carried

(i) SO106 Field Trips

J. Forbeck highly operational, directions to principals. Some information could be included in SO105. There were a number of comments.

C.A. Sloat inquired about the inclusion of STSBHN in the policy when a school trip is a transaction between a school and bus operator.

J. Gunn explained that the procedure for booking buses for field trips was put in place several years ago to streamline the process for schools. It is considered an easier route for principals and provides clarity for billing and payment. It was suggested that this procedure be included in SO105.

Moved by: D. Dean

Seconded by: D. Werden

THAT the Grand Erie District School Board receive SO106 Field Trips as information.

Carried

(j) SO111 Gang Activities

W. Baker proposed rescinding this procedure. He referred to number #7, and to include this information in another policy or procedure.



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Moved by: R. Collver

Seconded by: J. Angus

THAT the Grand Erie District School Board rescind SO111 Gang Activities.

Carried

(k) **SO122 Behavior Management: Continuum of Strategies from Prevention to Intervention, Including Time Out**

S. Sincerbox is proposing to rescind. He reviewed background, comments received, additional information and communication plan.

Moved by: T. Waldschmidt

Seconded by: R. Collver

THAT the Grand Erie District School Board rescind SO122 Behavior Management: Continuum of Strategies from Prevention to Intervention, Including Time Out.

Carried

(l) **SO125 SEA Manual**

S. Sincerbox reviewed background, comments received, additional information and communication plan. He is proposing this be rescinded.

Moved by: R. Collver

Seconded by: D. Werden

THAT the Grand Erie District School Board rescind SO125 SEA Manual.

Carried

F – 1 **Correspondence**

Nil.

G – 1 **Adjournment**

Moved by: C.A. Sloat

Seconded by: R. Collver

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

Carried

Committee of the Whole Board No.1 Vice-Chair, Brian Doyle