



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

MINUTES

Present: R. Collver – Committee Chair, G. Anderson, D. Dean, E. Dixon, S. Gibson, J. Richardson, C.A. Sloat, C. Speers, C. VanEvery-Albert, D. Werden, I. Doxtador-Swamp (Student Trustee), Z. Garbaty (Student Trustee), A. Hauser (Student Trustee)

Administration: Director - B. Blancher; Superintendents – W. Baker, L. De Vos, D. Martins, L. Munro. Sincerbox, L. Thompson, R. Wyszynski; Recording Secretary – L. Howells

Regrets:

Trustees: B. Doyle
Administration: Nil

A - 1 Opening

(a) Roll Call

The meeting was called to order by Committee Chair, R. Collver at 6:30 p.m.

(b) Declaration of Conflict of Interest

Nil

(c) In Camera Session

S. Gibson requested a personal matter as A-1-b. C.A. Sloat requested a legal update be added B-1-d.

Moved by: D. Werden

Seconded by: J. Richardson

THAT the Board move into In Camera Session to discuss personnel and legal matters at 6:32 p.m.

Carried

(d) Welcome to Open Session

The Public Session meeting was called to order by Committee Chair, R. Collver at 7:20 p.m.



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

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

Presented as printed.

Moved by: S. Gibson

Seconded by: C.A. Sloat

THAT the Agenda be approved.

Carried

(f) **In Camera Report**

Moved by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve A-1-b.

Carried

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

(a) **Secondary Athletic Report**

D. Martins referred to the Secondary Athletic Report providing a high-level overview on the background and additional information. D. Martins reviewed Sr. Administration's recommendation which is that funds for an athletic assistant on a contract basis for 2019-20 be absorbed by the athletics transportation allocation within the secondary school budgets and the next steps.

D. Dean requested clarity regarding the recommendation and where the funds will be coming from. D. Martins responded these funds were originally allocated in the transportation budget for athletics, those funds were first moved to school budgets for 2018-19 but were not utilized. D. Dean shared his view that athletics is important and does not support any recommendation that would take funding from schools' athletics budgets.

C.A. Sloat asked would we be incurring more transportation costs by hosting athletics within an amalgamated system where schools from the far ends of the board play each other and was this part of the discussion with all the stakeholders. D. Martins responded it was and all the pro and cons were looked at. D. Martins further stated that there are some areas of the board that will see an increase to transportation but noted we are paying exorbitant fees to participate in sports/leagues outside of this board. D. Martins noted there have been multiple discussions with Secondary Administrators who support the athletics transportation budget being used for this initiative and believes this is a win/win.



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

S. Gibson asked what will happen in the following years? D. Martins responded year over year we would be required to have an athletic assistant moving forward in this role.

G. Anderson asked would we be able to make this work without the Catholic board. D. Martins responded yes, we can regardless of their decision.

D. Werden asked how many teams are involved in leagues outside of the board. D. Martins indicated we currently have one area of the board that currently has five sports that participate in leagues outside of the board. D. Werden further stated that \$20K is a start-up to get this going and asked where it will be allocated in the budget line going forward. D. Martins responded this is funding that the schools did not use, and this is not a full-time position. D. Martins stated currently the funds were under the transportation line and would mostly like occur under the same area that pays for OFSAA fees.

C.A. Sloat asked if there are any concerns in relations to legal or the Education Act? D. Martins responded that we participated in legal consultation for oversight with Secondary athletics association financials and followed up with those associations, as this is something that could be a potential audit risk. C.A. Sloat asked that the section of the Education Act be sent to her.

A. Hauser asked if this would reduce the number of tournaments teams attend to make up their season. D. Martins responded absolutely.

Moved by: C. Speers

Seconded by: E. Dixon

THAT the Grand Erie District School Board include the \$20K for the Athletic Assistant as a separate line item in the budget.

There was discussion regarding the motion on the table. C. Speers withdrew the motion.

Moved by: D. Dean

Seconded by: D. Werden

THAT the Grand Erie District School Board request Sr. Administration bring a recommendation back to the Board at the September 23, 2019 Board meeting.

D. Werden requested the amendment to the motion on the table.



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

Moved by: D. Werden

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve \$20,000 towards the contract for the position of Athletic Assistant to come from the board initiative funding for the 2019-20 school year.

After further discussion and questions, D. Werden withdrew his motion.

Moved by: G. Anderson

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board refer the Secondary Athletics report to October 7, 2019 Committee of the Whole board meeting.

Carried

(b) **Response to Haldimand Huskies Basketball Delegation**

R. Wyszynski referred to the Response to Haldimand Huskies Basketball Delegation report which provided background, overview of the Ministry Guidelines with regards to Community Use of Schools (CUS), Grand Erie's CUS policy, exceptions, additional information, additional request and next steps.

G. Anderson thanked Superintendent Wyszynski for the comprehensive report.

J. Richardson stated, not overlooking Haldimand Huskies' frustration, his original question was about availability of space during the summer, and he now realizes the response is no. J. Richardson further asked do we need to clarify in the policy or procedure what the priority order is for use for our facilities? R. Wyszynski responded that our current policy already includes the priority order in which bookings are based upon; Policy FT4: Section 6h. It was suggested that this be more emphasized for user groups when the policy is up for review. It was noted that the policy is up for review in February 2020.

Moved by: D. Dean

Seconded by: D. Werden

THAT the Grand Erie District School Board receive the Response to Haldimand Huskies Basketball Delegation report as information.

Carried



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

C - 1 Director's Report

Director's highlights:

- **Conestoga Skilled Trades Proposal Update** - During the March Board Meeting Director's Report this year, Director Blancher shared that, Chair Anderson, Vice-Chair Dean, Superintendent Martins and herself attended a meeting on March 22nd at MPP Bouma's office along with John Tibbets, President of Conestoga College and Stephen Speers, Faculty in the Trades department for a discussion and also shared that Conestoga College is moving ahead with expanding their skilled trades facilities in Brantford and are interested in partnering with the local school boards to offer skills specific training to students in secondary schools. Superintendent Martins and Director Blancher, together with appropriate staff, put together a high level outline of a plan for how something like this might look – taking into account the awareness stage and involving students beginning in Grade 6 along with opportunities for parent events. MPP Bouma's office inquired in June as to whether we had anything to share at which time Director Blancher sent the outline by email to MPP Bouma's office and subsequently there was a brief meeting in late August with MPP and his staff to highlight key areas that would require enhanced funding – specifically staffing and transportation – and an additional discussion has been planned regarding the Workforce Planning Board of Grand Erie and how to ensure that school board has a greater voice at this table. Director Blancher will be meeting with Danette Dalton, the new Executive Director of the Workforce Planning Board this week to begin those discussions in an effort to greater support workplace connections for our students.
- **Ministry Updates – funding received since the August Board Meeting**
 - **After School Skills Development Programs** – to enhance skills for students with ASD – the amount of funds received covers 3 years of the initiative – programs can run before school or at lunch as well as after school
 - **Well-Being and Mental Health** - this covers inclusive schools as well
 - **Experiential Learning** - funding for a Lead and for training
- Director Blancher asked R. Wyszynski to speak about **Un Twinned Schools – Echo Place and Woodman-Cainsville –**
 - R. Wyszynski advised Trustees that the Ministry has approved the un-twinning of Echo Place and Woodman-Cainsville elementary schools as of the 2018-19 school year.
C.A. Sloat asked do we need to appoint a Principal at Echo Place? B. Blancher responded yes will but noted that Echo Place currently has a Vice-Principal who is in the Principal pool.
- **P.A. Day – this Friday, September 13th for elementary and secondary schools**



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

Moved by: C. VanEvery-Albert

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Director's Report of September 9, 2019 as information.

Carried

D - 1 New Business – Action/Decision Items

(a) Schedule of Pre-Budget Consultation and Budget Review Meetings

R. Wyszynski referred to the schedule of Pre-Budget Consultation and Budget Review Meetings report which outlines the proposed dates for the 2020-21 Budget cycle.

C.A. Sloat asked if we should have fourth date as a place holder. R. Wyszynski responded that he is open to suggestions.

D. Werden noted that he will be missing 3 of the proposed meetings due to prior commitments on Wednesdays.

R. Collver stated that she has had a discussion with the Director about formalizing the budget process so that minutes and attendance be taken. C. Speers would support that recommendation. C.A. Sloat commented that she understands the recommendation but stated that the current process allows for a lot of informal discussion and formalizing the process may be less effective. C.A. Sloat also noted that Bylaw 8 would need to be revised to reflect the formalized process.

Moved by: G. Anderson

Seconded by: J. Richardson

THAT the Grand Erie District School Board set the dates for the Pre-Budget Consultation Meetings as follows:

1. Thursday, January 20, 2020
2. Wednesday, February 26, 2020

Carried

Moved by: S. Gibson

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board set the dates for Budget Review Meetings as follows:

1. Tuesday, April 21, 2020
2. Wednesday, May 20, 2020
3. Wednesday, May 27, 2020

Carried



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

R. Collver stepped away from table and C.A. Sloat assumed the Chair at 8:28 p.m.

(b) **Request for an Ad Hoc Committee – Crisis Communications Plan Working Group**

B. Blancher referred to the Ad Hoc Committee – Crisis Communications Plan Working Group report which provided background, additional information and draft Terms of Reference for the Ad Hoc Committee.

D. Dean requested that student voice be considered. B. Blancher thanked D. Dean and noted that we will ensure the student voice is part of the consultation.

Moved by: S. Gibson

Seconded by: E. Dixon

THAT the Grand Erie District School Board strike an Ad Hoc Committee to develop a Crisis Communication Plan to be presented to Board in May 2020.

Carried

R. Collver reassumed the chair at 8:30 p.m.

(c) **Capital Priorities Project Funding Submission**

R. Wyszynski referred to the Capital Priorities Project Funding Submission report which provides background and high level overview of the recently released Ministry memorandum 2019: B17 Launch of 2019-20 Capital Priorities Program (CPP), including Child Care Capital Funding. R. Wyszynski noted that guided by the Board Long Term Accommodation Plan – March 2017, Sr. Administration recommends that business cases be submitted for the following consolidation projects:

Priority One - New School Project for the Southwest Brantford area as follows:

- A new elementary school to accommodate the current and future enrolment from the final phases of residential development in the Wyndfield community of Southwest Brantford. This school would eliminate the portable classrooms in use now and in future years at Walter Gretzky and Ryerson Heights schools.
- The proposed school would include the partnership with the City of Brantford and the Brantford Public Library Board for shared use of the adjacent sports facilities currently planned for the site, the inclusion of a City of Brantford community centre as part of the facility, a child care and child and family centre as well as the co-building of a Brantford Public Library Branch which would also serve as the school library.
- The Ministry has encouraged boards to standardize and repeat the design of new school construction. This project will look at Grand Erie's most recent design,



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

Mapleview Elementary School in Dunnville, to see if efficiencies in the design or procurement stage of the project can yield savings.

Priority Two - New Joint Elementary School Project for Caledonia as follows:

- A new joint elementary school to be a co-build with the Brant Haldimand Norfolk Catholic District School Board to serve the new Avalon (McClung Road) development in Caledonia. The most recent boundary review for this area has students from this development attending Caledonia Centennial until the new joint school is approved and constructed.
- The Grand Erie submission would include three childcare rooms as part of the new construction.
- The proposed joint-use school could also see a partnership with Haldimand County to offer shared recreational and parkland space on the proposed site.
- Both boards would be considering the Walter Gretzky Elementary/St. Basil Elementary project as a potential for a repeat design.

R. Collver asked for an update on Elgin. R. Wyszynski responded that he has followed up with the Ministry and has yet to hear anything.

Moved by: J. Richardson

Seconded by: C. Speers

THAT the Grand Erie District School Board approve the Capital Priorities for submission to the Ministry of Education.

Carried

(d) **Contract Award: Leased Devices**

R. Wyszynski invited J. Ecklund, Manager of ITS to the table. R. Wyszynski referred to the Contract Approval: Leased Devices – Compugen report providing a high-level overview of the background, proposed change in teacher/classroom device management and deployment, next steps and the Budget Impact.

C.A. Sloat asked do we have revised plan in place and how will the devices be rolled out? J. Ecklund responded looking forward these devices will be replacing the aged devices and not by the grade or subject.

R. Collver asked if the price is confirmed with Compugen? R. Wyszynski responded that the price for contract 1 is guaranteed.



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

Moved by: G. Anderson

Seconded by: D. Werden

THAT the Grand Erie District School Board enter into a three-year lease agreement for \$1,275,708 with Compugen for the acquisition of laptops for Grand Erie Teachers and classrooms to support the Ed Tech initiatives.

Carried

D – 2 New Business – Information Items

(a) Enrolment Update

R. Wyszynski referred to laydown Enrolment Update data report and reviewed the data which included enrolment projections, actual enrolment as of September 6, 2019 and enrolment history.

G. Anderson asked where in the board is the enrolment is down? R. Wyszynski responded we haven't done the analysis as it is too soon.

Moved by: D. Dean

Seconded by: J. Richardson

THAT the Grand Erie District School Board received the Enrolment Update Report as information.

Carried

(b) Supervised Alternative Learning Annual Report

D. Martins referred to the Supervised Alternative Learning (SAL) report and reviewed the 2018-19 school year data which consisted of:

- Percentage of Students by Age Profile (age calculated as of December 31, 2018) including ratios males to females
- Number of Students by Activity Group
- Student Enrolment
- Credit Summary
- Cumulative Data Summary Analysis

D. Martins provided a high-level overview of the summary and next steps.



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

Moved by: G. Anderson

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Supervised Alternative Learning Annual Report as information.

Carried

(c) **Student Census Data Report**

W. Baker invited G. Rousell, System Research Leader, to the table. W. Baker referred to the Student Census 2019 Executive Summary Report providing background, additional information which included a high-level overview of the attached Executive Summary which reflects the results for the student census and the next steps.

C.A. Sloat asked about survey completion noting the drop off in Grade 12, do we know why this occurred? G. Rousell responded that this is consistent with other boards and Grade 12 students can be difficult to track down to get them to complete the survey.

C. VanEvery-Albert is very interested in this and the native perspective, and in order to have a better review of this asked if there is a more detailed report that Trustees can look at. G. Rousell that this can be done but it will take time to complete.

R. Collver asked, as a Board, do we have an action plan moving forward from this? W. Baker responded that we will share this data with schools and will need to provide some direction. W. Baker further added there is research-based information that we can share and best practices that have been developed by other boards. G. Rousell added that he will be working with the Manager of Communications to provide the results back to schools. R. Collver further asked if G. Rousell would be working with the principals to help interpret the data? G. Rousell responded yes.

C. VanEvery-Albert asked if there is any plan to share this data with the Native Advisory or Indigenous Education Advisory Committees. G. Rousell responded there is currently no plan but would be happy to attend those meetings to share data.

Moved by: D. Dean

Seconded by: D. Werden

THAT the Grand Erie District School Board receive the Student Census 2019 Executive Summary Report as information.

Carried



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

(d) **Traumatic Event Response Protocols**

W. Baker invited C. Bibby, Safe and Inclusive Schools Lead, to the table. W. Baker referred to the Traumatic Events System (TES) Model report providing background, additional information, next steps and high-level overview of the Traumatic Events Response Resource Guide.

C.A. Sloat asked who are the stakeholder groups that will receive the training. C. Bibby responded that this training will be occurring with the community in November and will include all administrators, trustees, sr. admin and as many community agencies that can attend. (Brantford's BRAVE Committee is hosting a TES training November 5/6, Grand Erie is hosting a TES training on November 7/8)

C. VanEvery-Albert asked how this has been communicated to Six Nations and Mississaugas of the Credit. C. Bibby responded that we currently work with the Six Nations Mental Health Services and is looking forward to establishing more collaboration with other Six Nations and Mississaugas of the Credit support organizations.

Moved by: G. Anderson

Seconded by: S. Gibson

THAT the Grand Erie District School Board receive the Traumatic Events (TES) Model report as information.

Carried

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

(a) **Bylaw 17 Communication with the Board**

B. Blancher referred to the Bylaw 17 Process for Communication with the Board report noting that Bylaw 17 was identified for review and sent to Trustees for comments. B. Blancher reviewed the revised Bylaw based on comments received.

C.A. Sloat requested further revisions to "2 a) All correspondence from the Chair, must be by Board motion or Board direction and will be shared with..."

D. Werden recommends that under 1 a) "must" be removed and "or via email" be added. D. Werden believed that if has been shared by email there is no requirement to be brought to the table. B. Blancher responded it is her understanding that correspondence received needs to be on record as received.



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

D. Dean believes that we need to grant the Chair certain “executive authority” to respond quickly and would like more flexibility on section 2. C.A. Sloat responded that the Chair is speaking on behalf of the Board and all Trustees should be aware of the communication.

R. Collver stated the thought behind bringing correspondence to the table was to allow Trustees to ask question or have a discussion on it and with regards to the correspondence from the Chair, this is a practice we currently follow but it was not documented. D. Werden stated that with regards to correspondence shared by email, then Trustees can request it be added to the agenda for discussion.

Moved by: G. Anderson

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board approve Bylaw 17 – Process for Communication to and from the Board, as amended.

Carried

(b) **F1 Supplier Exclusivity: Food Services & Vending Machines in Schools**

R. Wyszynski noted Policy F1 Supplier Exclusivity: Food Services & Vending Machines in Schools has been identified for review, will be going out for comment and reviewed the revisions.

Moved by: S. Gibson

Seconded by: J. Richardson

THAT the Grand Erie District School Board forward Policy F1 Supplier Exclusivity: Food Services & Vending Machines in Schools to all appropriate stakeholders for comments to be received by October 24, 2019.

Carried

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

R. Wyszynski noted Policy F3 Capital Related Fundraising and Community Donations has been identified for review, will be going out for comment and reviewed the revisions.

Moved by: C.A. Sloat

Seconded by: E. Dixon

THAT the Grand Erie District School Board forward Policy F3 Capital Related Fundraising and Community Donations to all appropriate stakeholders for comments to be received by October 24, 2019.

Carried



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

(d) **HR8 Workplace Violence**

R. Wyszynski noted that this report was originally deferred from the May 13th Committee of the Whole package due to additional work required for us to ensure compliance with Ministry of Labour orders. Staff have worked over the summer on revisions; however, upon reviewing the report, Executive Council sought the advice of legal counsel who after a quick review would like more time to fully examine the revisions to HR8. For this reason, we respectfully request that this item be moved to the October Committee of the Whole Meeting.

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

S. Sincerbox noted Policy HR9 Hiring, Supervision and Placement of a Family Member has been identified for review and will be going out for comment with no revisions.

Moved by: D. Dean

Seconded by: S. Gibson

THAT the Grand Erie District School Board forward Policy HR9 Hiring, Supervision and Placement of a Family Member to all appropriate stakeholders for comments to be received by October 24, 2019.

Carried

(f) **SO6 Student Suspensions**

W. Baker noted Policy SO6 Student Suspension has been identified for review, will be going out for comment and reviewed the revisions.

Moved by: D. Werden

Seconded by: J. Richardson

THAT the Grand Erie District School Board forward Policy SO6 Student Suspension to all appropriate stakeholders for comments to be received by October 24, 2019.

Carried

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

(a) **SO109 Availability and Use of Naloxone in Schools**

W. Baker noted SO109 – Availability and Use of Naloxone in Schools is a new procedure and provided a high-level overview on the background and additional information.



Committee of the Whole Board Meeting

Monday, September 9, 2019

Education Centre, Board Room

Moved by: C.A. Sloat

Seconded by: S. Gibson

THAT the Grand Erie District School Board forward Procedure SO109 Availability of Use of Naloxone in Schools to all appropriate stakeholders for comments to be received by October 24, 2019.

Carried

(b) **SO116 Pupils Return from Absence**

W. Baker noted Procedure SO116 Pupil's Return from Absence has been identified for review, will be going out for comment and reviewed the revisions.

Moved by: G. Anderson

Seconded by: D. Werden

THAT the Grand Erie District School Board forward Procedure SO116 Pupil's Return from Absence to all appropriate stakeholders for comments to be received by October 24, 2019.

Carried

(c) **SO117 Parental Request for Temporary Excuse from Attendance at School**

L. Thompson noted Procedure SO117 Parental Request for Temporary Excuse from Attendance at School has been identified for review, will be going out for comment and reviewed the revisions.

Moved by: C.A. Sloat

Seconded by: J. Richardson

THAT the Grand Erie District School Board forward Procedure SO117 Parental Request for Temporary Excuse from Attendance at School to all appropriate stakeholders for comments to be received by October 24, 2019.

Carried

F - 1 **Other Business**

Nil

G - 1 **Correspondence**

NIL



Committee of the Whole Board Meeting

Monday, September 9, 2019
Education Centre, Board Room

H - 1 Adjournment

Moved by: D. Werden

Seconded by: S. Gibson

THAT the meeting be adjourned at 9:59 p.m.

Carried

Committee of the Whole Board Chair, R. Collver