



AGENDA

- A – 1 Opening**
- (a) Roll Call
 - (b) Declaration of Conflict of Interest
 - (c) In Camera Session (6:30 p.m.)
 - i. Personnel Matters
 - ii. Legal Matters
 - iii. Property Matters
 - (d) Welcome to Open Session / Land Acknowledgement Statement (7:15 p.m.)
 - * (e) Memorials
 - i. Douglas Campbell, Hagersville Elementary B. Doyle
 - (f) Chair's Inaugural Address
 - * (g) Reading of Trustee Code of Ethics
 - (h) Agenda Additions/Deletions/Approval
 - (i) In Camera Report
 - (j) Presentations
 - (k) Delegations
- B – 1 Approval of Minutes**
- * (a) November 23, 2020 (Regular Board)
 - * (b) November 25, 2020 (Special Board)
 - * (c) December 2, 2020 (Special Board)
 - * (d) December 7, 2020 (Nominations)
 - * (e) December 7, 2020 (Organizational)
- C – 1 Business Arising from Minutes and/or Previous Meetings**
- D – 1 Director's Report**
- * (a) Draft Director's Annual Report 2019-20 J. Roberto
- E – 1 Student Trustees' Report**
- * (a) Student Trustees' Report A. Burtis
- F – 1 Committee Reports**
- * (a) Striking Committee – December 07, 2020 G. Anderson
- G – 1 New Business**
- * (a) Audit Committee Annual Report C.A. Sloat
 - * (b) Borrowing Authority R. Wyszynski
 - * (c) Signing Officers R. Wyszynski
 - * (d) Review of Borrowing Bylaws Not on Board's Regular Review Scheduled R. Wyszynski
 - * (e) Revised Budget Estimates R. Wyszynski
 - * (f) Contract Award Insurance R. Wyszynski
 - * (g) Enrolment Update R. Wyszynski

SUCCESS for Every Student



Inaugural Board Meeting

Monday, December 14, 2020

Board Room, Education Centre

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- * (h) International Student COVID-19 Readiness Plan 2020-21 L. De Vos

H – 1 Other Business

- * (a) Summary of Accounts – November 2020 R. Wyszynski
- * (b) Special Education Advisory Safety Committee Minutes - October 15, 2020 L. Thompson
- * (c) Joint Occupational Health & Safety Committee Minutes - November 19, 2020 R. Wyszynski
- * (d) Safe and Inclusive Schools Committee Minutes (draft) - November 19, 2020 W. Baker

I – 1 Correspondence

J - 1 Adjournment

Future Meetings (held at the Education Centre unless noted otherwise)

Special Education Advisory Committee (SEAC)	December 17, 2020	6:00 PM	MS Teams
Committee of the Whole	January 11, 2021	7:15 PM	Board Room
Grand Erie Parent Involvement Committee (GEPIC)	January 14, 2021	6:30 PM	Dogwood Room, Norfolk SSC
Student Senate	January 14, 2021	10:30 AM	MS Teams
School Year Calendar Committee	January 19, 2021	4:00 PM	Board Room
Safe and Inclusive Schools Committee (SIS)	January 21, 2021	1:00 PM	Board Room
Quality Accommodation Committee	January 21, 2021	2:00 PM	MS Teams
Special Education Advisory Committee (SEAC)	January 21, 2021	6:00 PM	MS Teams
Chairs' Committee	January 25, 2021	5:45 PM	Norfolk Room
Board Meeting	January 25, 2021	7:15 PM	Board Room

SUCCESS for Every Student

Memorial Statement

Douglas Campbell

Douglas Campbell a custodian, with the Grand Erie District School Board, died after a brief illness on November 7.

Douglas started his career in 1984 with the former Haldimand Board of Education. He spent most of his career working in Haldimand schools and was an integral member of Hagersville Elementary School for eighteen years prior to his passing.

Douglas will be remembered for the pride he took in maintaining his buildings and his no-nonsense approach to his work. During his career he participated in school events beyond his job description and work schedule. Douglas was nominated and won the honour of Custodian of the Year during his tenure at Hagersville Elementary School. Douglas will be missed by all who had the honour of knowing and working with him and will truly be missed by all.

We extend our heartfelt sympathy to Douglas's family and friends.

Respectfully submitted,

Colleen Kelly
Principal
Hagersville Elementary School

Trustee Code of Ethics

1. Integrity

I **will** ensure that students are considered first as the basis for decision-making.

2. Respect

I **will** express my individual opinions on issues under consideration by the Board. When expressing individual views, I **will** respect the differing points of view of colleagues, staff, students and the public.

3. Responsibility

I **will** base my actions on unimpeachable conduct, acting at all times with utmost good faith in accordance with my fiduciary duty.

4. Relationships

I **will** play a lead role in promoting partnerships with the community to enhance programs and services for students.



MINUTES

Present: Board Chair G. Anderson, Board Vice-Chair R. Collver, D. Dean, E. Dixon, B. Doyle, S. Gibson, J. Richardson, C.A. Sloat, C. VanEvery-Albert, D. Werden (via teleconference), A. Burtis (Student Trustee), I. Doxtador-Swamp (Student Trustee), Z. Garbaty (Student Trustee)

Administration: Director – J. Roberto; Superintendents – W. Baker, L. De Vos (via teleconference), D. Martins, L. Munro, S. Sincerbox, L. Thompson, R. Wyszynski; Kimberly Newhouse (Manager of Communications and Community Relations), Recording Secretary – K. Giannini

Regrets:

Trustees: Nil

Administration: Nil

A - 1 Opening

(a) Roll Call

The meeting was called to order by Chair, G. Anderson at 6:30 p.m.

(b) Declaration of Conflict of Interest

Nil

(c) In Camera Session

Moved by: D. Dean

Seconded by: S. Gibson

THAT the Board move into In Camera Session at 6:31 p.m.

Carried

(d) Welcome to Open Session

The Public Session meeting was called to order by Chair, G. Anderson at 7:15 p.m.

(e) Memorials

- (i) C. Oldershaw, Tollgate Technological Skills Centre
S. Gibson read the memorial statement.

(f) Agenda Additions/Deletions/Approval

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Agenda be approved, as amended.

Carried



(g) **In Camera Report**
Nil

(h) **Presentations**
Nil

(i) **Delegation**
Nil

B - 1 Approval of Minutes

(a) **Regular Board Meeting – October 26, 2020**
Presented as printed.

Moved by: C.A. Sloat

Seconded by: J. Richardson

THAT the Minutes of the Regular Board Meeting, held October 26, 2020 be approved.

Carried

(b) **Committee of the Whole Board – November 9, 2020**
Presented as printed.

Moved by: S. Gibson

Seconded by: D. Dean

THAT the Minutes of the Committee of the Whole Board Meeting, held November 9, 2020 be approved.

Carried

(c) **Special Board– November 9, 2020**
Presented as printed.

Moved by: B. Doyle

Seconded by: R. Collver

THAT the Minutes of the Special Board Meeting, held November 9, 2020 be approved.

Carried



(d) **Special Board – November 16, 2020**

Presented as printed.

Moved by: E. Dixon

Seconded by: C. VanEvery- Albert

THAT the Minutes of the Special Board Meeting, held November 16, 2020 be approved.

Carried

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

(a) **Elementary Class Size**

R. Wyszynski presented the Elementary Class Size Report.

During the presentation of the Elementary Primary Class Size Report, a question was posed by C.A. Sloat and R. Collver regarding the number of self-contained students in Appendix A. R. Wyszynski will review this further and report back to the Board of Trustees.

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Elementary Class Size Report as information.

Carried

D - 1 **Director's Report**

(a) **Director's Highlights:**

- **Rock your Mocs:** Staff/students were encouraged to wear their moccasins to school or work. "What started out as a small initiative, November 15th has become a day for movement throughout Turtle Island as Indigenous people of all walks of life showcase their bead work and craftsmanship by wearing a pair of moccasins. This social media campaign was to set aside one day each year to wear moccasins to celebrate the diverse culture of Native Americans and other Indigenous people across North and South America."
- In March of 2020, the Mississaugas of the Credit First Nation approached the Board to install a playground near the EarlyON entrance into Hagersville Secondary School. Pictures of the structures are shared with the Board of Trustees.
- In partnership with Queens University, Grand Erie is offering a menu of AQ course offerings to support NTIP educators (first- and second-year permanent contract teachers). in a virtual space.
- **Brightspace Support:** offering lots of PD opportunities. Our newest offering Live Drop-In Sessions each Monday for the month of November from 3:15-4:15 p.m. Student Success



Regular Board Meeting

Monday, November 23, 2020

Education Centre, Board Room and MS Teams Virtual

and Ed Tech Team members are available through Teams to offer responses and problem solve staff questions.

- **Opt-In dates:** As we look ahead to January 2021, we have reviewed the opt-in dates for conventional classroom learning and/or the Virtual Academy both at the elementary and secondary levels and are announcing the following system changeover dates in support of the continuity of learning for students and staff. Class reorganizations will occur in February, and regular reminders will be issued moving forward. Students and families requesting a change in the delivery model need to complete the survey.
- **Elementary Timelines**
 - January 4, 2021 – Messaging and Declaration link goes shared with families via home school/virtual school.
 - January 13, 2021 – Last date for declaration completion. Link closes at 4:00 pm.
 - February 15, 2021 – Family Day.
 - February 16, 2021 – First day for students who have requested a change in learning model.
- **Secondary Timelines**
 - December 18, 2020 – Messaging and Declaration link shared with families via home school/virtual school.
 - January 6, 2021 – Last date for declaration completion. Link closes at 4:00 pm.
 - February 2, 2021 – First day Quad 3 and 4 in new learning model for students who have requested a change in learning models. We are going to make sure if there are any extenuating circumstances, they will be looked at.
- J. Roberto congratulated Laura Mels, Purchasing Supervisor, effectively immediately.
- Each year, on the eleventh hour on the eleventh day of the eleventh month, we observe Remembrance Day across Canada. Every year we gather to observe a moment of silence and to mark the sacrifice and honour of so many. J. Roberto sends a special thank you to the Royal Canadian Legion Branch 164 in Hagersville for the opportunity to connect with President: Jack Esselment, Jim Yates for taking the time to play the Last Post, Lament, Reveille and Sgt. at Arms: George Roach. Mr. Roach recited In Flanders Field. It was a genuine community experience, thank you for welcoming J. Roberto on behalf of Grand Erie District School Board.
- Also, on behalf of the Board, thank you to Chair, G. Anderson, and Trustees C.A. Sloat and D. Dean for the opportunity to connect with Will Bouma, MPP for Brantford-Brant and Minister Stephen Lecce and attend the announcement regarding the Province's renewed commitment to Career Link Program putting local residents to work. The Ontario government has extended its leasing agreement with its partners at the Grand Erie District School Board and Laurier Brantford which further strengthens the ties community partnerships.
- **Homeschool** – Currently there are 560 students in elementary.



Regular Board Meeting

Monday, November 23, 2020

Education Centre, Board Room and MS Teams Virtual

- **Learning and Leading – Governance (Caucus Session)** is scheduled for November 30, 2020.

C.A. Sloat inquired about the plan to get students back from home-schooling. Do we have a message to everyone? Have we communicated this messaging to the Reception and Administrative staff? Principals communicated to families, which made a difference in getting 77 students back from home-schooling. J. Roberto indicated Principals continue to reach out to families.

(b) **Managing the Pandemic**

- An update is provided on how schools are continuing to do their work. We continue to ensure that they have a class list, seating chart, before and after care list, and transportation list. J. Roberto recognizes the amount of work that our team has done to support our families and students and are making sure communication is distributed accordingly.

Moved by: S. Gibson

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board receive the Director's Report of November 23, 2020 as information.

Carried

E - 1 **Student Trustees' Report**

Nil

F - 1 **Committee Report**

(a) **Committee of the Whole Board – November 9, 2020**

Moved by: S. Gibson

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the recommendations from the November 9, 2020 Committee of the Whole Board Meeting as follows:

1. **Rural and Northern Education Spending Report**

THAT the Grand Erie District School Board receive the 2019-20 Rural and Northern Education Fund Spending Report as information.

2. **Modified School Year Calendar Ad-hoc Committee Terms of Reference**

THAT the Grand Erie District School Board approve the Balanced School Year Calendar Ad-hoc Committee Terms of Reference.



Regular Board Meeting

Monday, November 23, 2020

Education Centre, Board Room and MS Teams Virtual

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3. **Director's Report**
THAT the Grand Erie District School Board receive the Director's Report of November 9, 2020 as information.
 4. **Preliminary Year End**
THAT the Grand Erie District School Board receive the Preliminary Year End as information.
 5. **Facility Renewal Plan 2020-21**
THAT the Grand Erie District School Board approve the Facility Renewal Plan 2020-21.
 6. **Trustee Honoraria**
THAT the Grand Erie District School Board approve the Trustee Honoraria for the period from December 1, 2020 to November 30, 2021 as presented, as amended.
 7. **Trustees' Travel and PD Expenses**
THAT the Grand Erie District School Board receive the Trustee's Travel and PD Expenses Report as information.
 8. **Annual Update Multi-Year Accessibility Plan 2017-22**
THAT the Grand Erie District School Board receive the Annual Update Multi-Year Accessibility Plan 2017-22 as information with the amendment of the date.
 9. **Grand Erie Graduation Rate Report**
THAT the Grand Erie District School Board receive the Grand Erie Graduation Rate Report as information.
 10. **2020-21 Indigenous Education Board Action Plan**
THAT the Grand Erie District School Board receive the 2020-21 Indigenous Education Board Action Plan as information.
 11. **Health & Safety Annual Report 2019-20**
THAT the Grand Erie District School Board receive the Health & Safety Annual Report 2019-20 as information.
 12. **Multi-Year Plan 2016-2020 Update**
THAT the Grand Erie District School Board receive the Multi-Year Plan 2016-2020 Update as information.
 13. **Student Suspension Report**
THAT the Grand Erie District School Board receive the Student Suspension Report as information.
 14. **Student Expulsion Report**
THAT the Grand Erie District School Board receive the Student Expulsion Report as information.



Regular Board Meeting

Monday, November 23, 2020

Education Centre, Board Room and MS Teams Virtual

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15. **Student Exclusion Report**
THAT the Grand Erie District School Board receive the Student Exclusion Report as information.
16. **FT10 Green Schools Construction**
THAT the Grand Erie District School Board forward Policy FT10 Green School Construction and Renovation to all appropriate stakeholders for comments to be received by January 8, 2021.
17. **FT11 Community Planning and Facilities Partnerships**
THAT the Grand Erie District School Board forward Policy FT11 Community Planning and Facility Partnership to all appropriate stakeholders for comments to be received by January 8, 2021.
18. **SO2 School Councils**
THAT the Grand Erie District School Board forward SO2 School Councils to all appropriate stakeholders for comments to be received by January 8, 2021.
19. **SO4 Distribution of Materials in Schools**
THAT the Grand Erie District School Board forward SO4 Distribution of Materials in Schools to all appropriate stakeholders for comments to be received by January 8, 2021.
20. **Regulation 440/20 – Revisions to Grand Erie Policies SO6, SO7, SO10 & SO11**
THAT Bylaw 9 – Processes for Development of Bylaws, Policies and Procedures be waived with respect to circulating the following Policies:
- SO6 Student Suspensions,
 - SO7 Student Expulsions,
 - SO10 Bullying Prevention and Intervention,
 - SO11 Progressive Discipline and Promoting Positive Student Behaviour
- to all appropriate stakeholders for comments.
- THAT the Grand Erie District School Board approve Policies:
- SO6 Student Suspensions,
 - SO7 Student Expulsions,
 - SO10 Bullying Prevention and Intervention,
 - SO11 Progressive Discipline and Promoting Positive Student Behaviour.
21. **FT105 Playground Equipment**
THAT the Grand Erie District School Board receive Procedure FT105 Playground Equipment as information.
22. **SO110 Exemption to Human Development and Sexual Health**
THAT the Grand Erie District School Board receive Procedure SO110 Exemption to Human Development & Sexual Health as information.



23. **OPSBA Report**
THAT the Grand Erie District School Board receive the OPSBA Report as information.
24. **Correspondence**
THAT the Grand Erie District School Board receive the correspondence as information.
- C.A. Sloat requested recommendation item #6 be revised to reflect “as amended”.
Carried
- G - 1 **New Business**
- (a) **Camp SAIL Report**
L. De Vos presented the Camp SAIL Report and highlighted some of the new items this year.
- L. De Vos recognized Heather Brown and the whole team for their continued leadership and advocacy. There was ongoing communication and parent’s completed a survey at the end. This report supports the Achievement indicator of Success for Every Student and the following statement: “we will set high expectations for our students and staff”.
- D. Dean and G. Anderson acknowledged L. De Vos for her continued leadership.
- Moved by: E. Dixon
Seconded by: B. Doyle
THAT the Grand Erie District School Board receive the Camp SAIL Report as information.
Carried
- (b) **Enrolment Update**
Presented as printed.
- (c) **Major Construction Report**
R. Wyszynski presented the Major Construction Report to the Board of Trustees. He advised that both projects are on budget.
- Moved by: R. Collver
Seconded by: E. Dixon
THAT the Grand Erie District School Board receive the Major Construction Report as information.
Carried



Regular Board Meeting

Monday, November 23, 2020

Education Centre, Board Room and MS Teams Virtual

(d) **Grand Erie Parent Involvement Committee (GEPIC) Membership 2020-21**

J. Roberto presented the GEPIC Membership for 2020-21. J. Roberto acknowledged and thanked Kimberly Newhouse for her continued efforts in putting this together.

Moved by: C. A. Sloat

Seconded by: D. Dean

THAT the Grand Erie District School Board receive the Grand Erie Parent Involvement Committee (GEPIC) Membership for the term November 2020 to November 2021 as information.

Carried

(e) **Organizational Board Meeting (Set Date, Time, Place)**

J. Roberto presented the Organization Board Meeting.

Moved by: S. Gibson

Seconded by: B. Doyle

THAT:

(a) the Nominating Committee Meeting be held in the Board Room at the Education Centre on December 7, 2020 at 6:30 p.m.;

(b) the 2020 Organizational Meeting be held in the Board Room at the Education Centre on December 7, 2020, following the Nomination Committee Meeting; and

(c) the 2020 Inaugural meeting be held in the Board Room at the Education Centre on December 14, 2020 at 7:15 p.m.

Carried

(f) **2019-20 Indigenous Education Board Action plan – Outcomes**

D. Martins presented the Indigenous Education Board Action Plan – Outcomes Report.

Moved by: C. VanEvery-Albert

Seconded by: S. Gibson

THAT the Grand Erie District School Board receive the 2019-20 Indigenous Education Board Action Plan – Outcomes as information.

Carried

(g) **Report to Indigenous Services Canada (ISC) and Six Nations of the Grand River**

D. Martins presented the Indigenous Services Canada and Six Nations of Grand River Report.

C. VanEvery-Albert inquired about whether we have a signed ESA at this point. It was stated that this has not been returned at this time.



Regular Board Meeting

Monday, November 23, 2020

Education Centre, Board Room and MS Teams Virtual

Moved by: C. VanEvery-Albert

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the report to Indigenous Services Canada (ISC) and Six Nations of the Grand River as information and forward it to Indigenous Services Canada and Six Nations of the Grand River.

Carried

(h) **Workforce Report**

S. Sincerbox presented the Workforce Report.

C.A. Sloat inquired about the number of Elementary Teachers. S. Sincerbox advised that in order to fund the VLA and keep Secondary vibrant, the decision was made to look at the COVID-19 funding and to transfer some teachers to the Virtual Learning Academy.

G. Anderson commented on the high number of Educational Assistants. This is a priority for our funding.

R. Collver inquired about the Secondary staffing. S. Sincerbox advised that we will be looking at collapsing sections in order to bring in line with our staff numbers. This will be presented again in February 2021.

S. Sincerbox will make the correction of item nine, Teachers – Secondary which should be corrected to 544.67.

Moved by: R. Collver

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve the Workforce Report with data as of October 31, 2020, as amended.

Carried

(i) **Community Use of School Rates**

R. Wyszynski presented the Community Use of Schools Rate Report. This report supports the Environment indicator of Success for Every Student and the following statement: "We will ensure that students and staff have a safe and welcoming environment in which to learn and work".

C.A. Sloat inquired about how much revenue this will bring in over the next six months. R. Wyszynski stated that this similar to last year, which is approximately 35,000 hours of use. C.A. Sloat inquired about whether they can raise their rates. This would depend on the relationship between the provider and the County. Many providers would be able to get subsidy from their County.



G. Anderson commented on the number of 35,000. A lot of community use is not happening, and would this not possibly raise the cost? It would depend on the enrollment in the program and the subsidy provided by the Government.

C.A. Sloat inquired about daycare centres, and asked how are they funded? Do we get rent from them? They work on a different system. We charge the Ministry \$9.62 per square foot per year. This increases or decreases based on funding from the Ministry.

Moved by: E. Dixon

Seconded by: R. Collver

THAT the Grand Erie District School Board approve the proposed rate changes effective January 1, 2021.

Carried

(j) **Bylaw 28 Trustee Code of Conduct Ad Committee**

J. Roberto presented the Bylaw 28 Trustee Code of Conduct Ad Committee Report.

C.A. Sloat recommended that this be brought back to the Board to look at missing pieces in the Code of Conduct.

Moved by: C.A. Sloat

Seconded by: C. VanEvery- Albert

THAT the Grand Erie District School Board strike a Trustee Ad-Hoc Committee to review Bylaw 28 Trustee Code of Conduct.

Carried

H - 1 Other Business

(a) **Summary of Accounts – October 2020**

Presented as printed.

Moved by: B. Doyle

Seconded by: J. Richardson

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of October 2020 in the amount of \$11,885,123 as information.

Carried



(b) **Joint Occupational Health & Safety Committee Minutes – October 15, 2020**

Presented as printed.

Moved by: E. Dixon

Seconded by: R. Collver

THAT the Grand Erie District School Board approved the Joint Occupational Health & Safety Committee Minutes of October 15, 2020.

Carried

(c) **Safe and Inclusive Schools Committee Minutes – October 15, 2020**

Presented as printed.

Moved by: D. Werden

Seconded by: B. Doyle

THAT the Grand Erie District School Board approved the Safe and Inclusive Schools Committee Minutes of October 15, 2020.

Carried

(d) **Indigenous Education Advisory Committee Minutes – October 21, 2020**

Presented as printed.

Moved by: C. VanEvery-Albert

Seconded by: S. Gibson

THAT the Grand Erie District School Board approved the Indigenous Education Advisory Committee Minutes of October 21, 2020.

Carried

(e) **Grand Erie Parent Involvement Committee Minutes – October 22, 2020**

Presented as printed.

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School Board approved the Grand Erie Parent Involvement Committee Minutes of October 22, 2020.

Carried



(f) **Audit Committee Minutes – November 3, 2020**

Presented as printed.

Moved by: D. Werden

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the Audit Committee Minutes (draft) November 3, 2020 as information.

Carried

Moved by: C.A. Sloat

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the recommendations from the November 3, 2020 Audit Committee Meeting.

Carried

(g) **Student Transportation Services Brant Haldimand Norfolk Committee Minutes – November 3, 2020**

Presented as printed.

Moved by: C.A. Sloat

Seconded by: J. Richardson

THAT the Grand Erie District School Board approved the Safe and Inclusive Schools Committee Minutes of October 15, 2020.

Carried

(h) **Native Advisory Committee Minutes (Draft) –November 3, 2020**

Presented as printed.

Moved by: C. VanEvery-Albert

Seconded by: B. Doyle

THAT the Grand Erie District School Board approved the Native Advisory Committee Minutes of November 3, 2020.

Carried

(i) **Privacy and Information Management Committee Minutes (Draft) –November 12, 2020**

Presented as printed.



Moved by: R. Collver

Seconded by: E. Dixon

THAT the Grand Erie District School Board approved the Privacy and Information Management Committee Minutes of November 12, 2020.

Carried

(j) OPSBA Report

D. Werden provided a verbal OPSBA report.

Moved by: D. Werden

Seconded by: B. Doyle

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

Carried

I - 1 Correspondence

Nil

J - 1 Adjournment

Moved by: C.A. Sloat

Seconded by: C. VanEvery-Albert

THAT the meeting be adjourned at 8:30 p.m.

Carried

Board Chair, G. Anderson



MINUTES

Present: G. Anderson (Board Chair), R. Collver, D. Dean, E. Dixon, B. Doyle, S. Gibson, C.A. Sloat, C. VanEvery-Albert, J. Richardson, D. Werden

Administration: J. Roberto (Director), W. Baker, L. Munro, S. Sincerbox, K. Giannini (Recording Secretary)

Regrets:

Trustees: Nil

Administration: Nil

A - 1 Opening

(a) Roll Call

The meeting was called to order by Chair, G. Anderson at 7:38 p.m.

(b) Declaration of Conflict of Interest

Nil

B – 1 Trustee Appointment Process

Following a unanimous vote, Thomas Waldschmidt was appointed the new Grand Erie District School Board Trustee to represent the County of Brant and Norfolk County, Wards 3 and 7 for the balance of the electoral term.

Motion by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve the Trustee appointment of Thomas Waldschmidt to represent the County of Brant and Norfolk County Wards 3 & 7 for the balance of the electoral term (to November 2022).

Carried

Motion by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve destroying the ballots.

Carried

Motion by: D. Werden

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve destroying all Trustee Appointment Process documents.

Carried



C – 1 Adjournment

Moved by: J. Richardson

Seconded by: S. Gibson

THAT the meeting be adjourned at 7:44 p.m.

Carried

Board Chair, G. Anderson

Draft



MINUTES

Present: G. Anderson (Board Chair), R. Collver, D. Dean, E. Dixon, B. Doyle, S. Gibson, C.A. Sloat, C. VanEvery-Albert, J. Richardson, T. Waldschmidt, D. Werden

Administration: J. Roberto (Director), S. Sincerbox, R. Wyszynski, K. Giannini (Recording Secretary)

Regrets:

Trustees: Nil

Administration: Nil

A - 1 Opening

(a) **Roll Call**

The meeting was called to order by Chair, G. Anderson at 6:27 p.m.

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

Nil

(c) **In-Camera Session (6:30 p.m.)**

Moved by: B. Doyle

Seconded by: J. Richardson

THAT the Board move into In Camera Session at 6:28 p.m.

Carried

(d) **Welcome to Open Session / Land Acknowledgement Statement**

(e) **In-Camera Report**

Moved by: T. Waldschmidt

Seconded by: B. Doyle

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

Carried

B – 1 Adjournment

Moved by: T. Waldschmidt

Seconded by: R. Collver

THAT the meeting be adjourned at 6:44 p.m.

Carried

Board Chair, G. Anderson



MINUTES

Present: G. Anderson, R. Collver, D. Dean, E. Dixon, B. Doyle, S. Gibson, J. Richardson, C.A. Sloat, C. VanEvery-Albert, T. Waldschmidt, D. Werden

Administration: Director – J. Roberto, Superintendents – W. Baker, L. De Vos, D. Martins, L. Munro, S. Sincerbox, R. Wyszynski; Recording Secretary – K. Giannini

Regrets:

Trustees: A. Burtis (Student Trustee), Z. Garbaty (Student Trustee), I. Doxtador-Swamp (Student Trustee)

Administration: L. Thompson

A - 1 Opening

(a) Roll Call

The meeting was called to order by Director of Education and Secretary of the Board, J. Roberto at 6:30 p.m.

B - 1 Chair for Nomination Meeting

The Director of Education and Secretary of the Board, J. Roberto, will chair the Board Nomination Meeting.

C - 1 Selection of Slate of Officers

(a) Appointment of Scrutineers

Moved by: C.A. Sloat

Seconded by: D. Werden

THAT Lisa Munro and Rafal Wyszynski be appointed as scrutineers for the election of the Chair and Vice Chair of the 2021 Board, the Chair and Vice Chair of the 2021 Committee of the Whole Board, and OPSBA Director and Alternate Director.

Carried

(b) Method of Nominating

Moved by: S. Gibson

Seconded by: B. Doyle

THAT nominations for the election of Chair and Vice Chair of the 2021 Board, the Chair and Vice Chair of the 2021 Committee of the Whole Board, and the OPSBA Director and Alternate Director be made orally.

Carried



Board Nomination Meeting

December 7, 2020
Education Centre, Board Room

(c) **Nomination for Board Chair**

B. Doyle nominated G. Anderson who accepted the nomination.

C.A. Sloat nominated D. Werden who accepted the nomination.

Moved by: C.A. Sloat

Seconded by: J. Richardson

THAT the nominations for the position of the Chair of the Board be closed.

Carried

Ballots were distributed and the ballots were collected and tabulated.

G. Anderson was declared elected as Chair of the 2021 Board.

(d) **Nominations for Board Vice Chair**

E. Dixon nominated S. Gibson who accepted the nomination.

Moved by: D. Werden

Seconded by: C.A. Sloat

THAT the nominations for the position of the Vice Chair of the Board be closed.

Carried

S. Gibson was declared acclaimed as Vice Chair of the 2021 Board.

(e) **Nomination for Committee of the Whole Board Chair**

B. Doyle nominated T. Waldschmidt who accepted the nomination.

G. Anderson nominated R. Collver who accepted the nomination.

S. Gibson nominated C.A. Sloat who declined the nomination.

Moved by: T. Waldschmidt

Seconded by: J. Richardson

THAT the nominations for the position of the Chair of the Committee of the Whole Board be closed.

Carried

Ballots were distributed and the ballots were collected and tabulated.

R. Collver was declared elected as Chair of the Committee of the Whole Board of the 2021 Board.

(f) **Nominations for Committee of the Whole Board Vice Chair**

G. Anderson nominated T. Waldschmidt who accepted the nomination.



Board Nomination Meeting

December 7, 2020
Education Centre, Board Room

Moved by: D. Werden

Seconded by: E. Dixon

THAT the nominations for the position of the Vice Chair of the Committee of the Whole Board be closed.

Carried

T. Waldschmidt was declared acclaimed as Vice Chair of the Committee of the Whole Board of the 2021 Board.

(g) **Nominations for OPSBA Director and Voting Delegate**

C.A. Sloat nominated D. Werden who accepted the nomination.

Moved by: C. VanEvery-Albert

Seconded by: T. Waldschmidt

THAT the nominations for the position of the OPSBA Director and Voting Delegate be closed.

Carried

D. Werden was declared acclaimed as OPSBA Director and Voting Delegate of the 2021 Board.

(h) **Nominations for OPSBA Alternate Director and Alternate Voting Delegate**

R. Collver nominated C.A. Sloat who accepted the nomination.

Moved by: B. Doyle

Seconded by: J. Richardson

THAT the nominations for the position of the OPSBA Alternate Director and Alternate Voting Delegate be closed.

Carried

C.A. Sloat was declared acclaimed as OPSBA Alternate Director and Alternate Voting Delegate of the 2021 Board.

(i) **Motion to Destroy Ballots**

Moved by: R. Collver

Seconded by: S. Gibson

THAT the ballots be destroyed.

Carried



Board Nomination Meeting

December 7, 2020
Education Centre, Board Room

D - 1 Review of Slate of Officers

Chair of the Board	Greg Anderson
Vice Chair of the Board	Susan Gibson
Chair of the Committee of the Whole Board	Rita Collver
Vice Chair of the Committee of the Whole Board	Thomas Waldschmidt
OPSBA Director/ Voting Delegate	Don Werden
OPSBA Alternate Director / Alternate Voting Delegate	Carol-Ann Sloat

E - 1 Other Business

Nil

F - 1 Adjournment

Moved by: C.A. Sloat

Seconded by: B. Doyle

THAT the meeting be adjourned at 6:47 p.m.

Carried

Director of Education and Secretary, J. Roberto



Board Organizational Meeting

Monday, December 7, 2020
Education Centre, Board Room

MINUTES

Present: G. Anderson, R. Collver, D. Dean, E. Dixon, B. Doyle, S. Gibson, J. Richardson, C.A. Sloat, C. VanEvery-Albert, T. Waldschmidt, D. Werden

Administration: Director – J. Roberto; Superintendents – W. Baker, L. De Vos, D. Martins, L. Munro, S. Sincerbox, R. Wyszynski; Recording Secretary – K. Giannini

Regrets:

Trustees: A. Burtis (Student Trustee), Z. Garbaty (Student Trustee), I. Doxtador-Swamp (Student Trustee)

Administration: L. Thompson

A - 1 Opening

(a) Roll Call

The meeting was called to order by the Director of Education and Secretary of the Board, J. Roberto at 6:51 p.m.

(b) Declaration of Conflict of Interest

E. Dixon declared conflict with In-Camera session Agenda item C-1-b.

B - 1 Report from Nomination Meetings

(a) Nominations from the Floor

A further call for nominations from the floor was made by J. Roberto.

(b) 2021 Board Nominations Meeting Report

Motion by: T. Waldschmidt

Seconded by: D. Werden

THAT the Grand Erie District School Board approve the slate of officers as presented in the Board Nominations Meeting:

Chair of the Board	Greg Anderson
Vice Chair of the Board	Susan Gibson
Chair of the Committee of the Whole Board	Rita Collver
Vice Chair of the Committee of the Whole Board	Thomas Waldschmidt
OPSBA Director/ Voting Delegate	Don Werden
OPSBA Alternate Director / Alternate Voting Delegate	Carol-Ann Sloat

Carried



Board Organizational Meeting

Monday, December 7, 2020
Education Centre, Board Room

C - 1 Presentation to 2020 Board Chair

On behalf of the Board, J. Roberto presented G. Anderson with a gift of appreciation for his work as Board Chair in 2020.

G. Anderson, 2021 Board Chair assumed the Chair.

The Chair thanked and congratulated everyone and looks forward to next year.

D - 1 Appointment of Striking Committee

As per Bylaw 3 "Annual Organizational Meeting", the Striking Committee is comprised of the Board Chair, Board Vice-Chair and four other trustees. The names were drawn by lot.

Moved by: C.A. Sloat

Seconded by: E. Dixon

THAT the Grand Erie District School Board appoint the following individuals to the Striking Committee:

Board Chair – Greg Anderson
Board Vice-Chair – Susan Gibson
Thomas Waldschmidt
Carol-Ann Sloat
James Richardson
Don Werden

Carried

E - 1 In Camera Session

Moved by: D. Werden

Seconded by: T. Waldschmidt

THAT the Board move into In Camera Session to discuss personnel and legal matters at 6:57 p.m.

Carried

E – 2 In Camera Report

THAT the Grand Erie District School Board confirm the Appointments to the Elementary Principals' Pool, as outlined below, dated December 7, 2020.

Motion by: E. Dixon

Second by: C.A. Sloat

Carried

THAT the Grand Erie District School Board confirm the Appointments to the Elementary Vice- Principals' Pool, as outlined below, dated December 7, 2020.

Motion by: R. Collver

Second by: D. Werden

Carried



Board Organizational Meeting

Monday, December 7, 2020
Education Centre, Board Room

THAT the Grand Erie District School Board confirm the Appointments to the Secondary Principals' Pool, as outlined below, dated December 7, 2020.

Motion by: T. Waldschmidt

Seconded by: C. VanEvery-Albert

Carried

THAT the Grand Erie District School Board confirm the Appointments to the Secondary Vice-Principals' Pool, as outlined below, dated December 7, 2020.

Motion by: S. Gibson

Seconded by: B. Doyle

Carried

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

Motion by: B. Doyle

Seconded by: D. Werden

Carried

F - 1 **Adjournment**

Moved by: C.A. Sloat

Seconded by: S. Gibson

THAT the meeting be adjourned at 7:27 p.m.

Carried

Board Chair, G. Anderson



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Trustees of the Grand District School Board
FROM: JoAnna Roberto, Director of Education & Secretary
RE: **Draft Director's Annual Report 2019-20**
DATE: December 14, 2020

<p>Recommended Action: Moved by _____ Seconded by _____ THAT the Grand Erie District School Board receive the Draft Director's Annual Report 2019-20 as information.</p>

Background Information

The Director's Annual Report is required by section 283(3) of the Education Act. As outlined in the Act, the report must be submitted at the first meeting of the Board of Trustees in December. In addition, the Ministry of Education requires that the report must be posted on our Board website on or before January 31, 2021

Additional Information

The Draft Director's Annual Report for 2019-20 is an online and interactive document. The report highlights activities and accomplishments connected to the Grand Erie Multi-Year Plan and the stories and articles included in the report acknowledge the contributions of students and staff across all areas of Grand Erie.

A link to the plan is provided below:

<https://granderie.ca/board/about/director-and-superintendents/2019-20-annual-directors-report>

Respectfully submitted,

JoAnna Roberto
Director of Education & Secretary



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Trustees of the Grand Erie District School Board
FROM: Ava Burtis, Student Trustee
RE: **Student Trustee Report**
DATE: December 14, 2020

Menstrual Equity Project

What is the Menstrual Equity Project?

The menstrual equity project is an initiative created to end period poverty. Period poverty is a global issue, affecting people who do not have access to safe or sanitary menstrual hygiene products, as well as anyone who experiences stigma around menstruation. School board-wide menstrual equity projects aim specifically to provide free and accessible menstrual hygiene products in both the female and gender-neutral washrooms in schools. Therefore, the goal of the GEDSB Menstrual Equity Project (ME Project) is to provide these products in schools within the Grand Erie District School Board.

Background

Menstrual equity projects have been around for decades, although the term 'menstrual equity' is relatively new. In April of 2019, New Westminster School Board in British Columbia became the first school board in Canada to provide free and accessible menstrual products in their schools. Then, in May of 2019, Waterloo District School Board became the first school board in Ontario to provide these products. Since then, other school boards in Ontario have followed suit, including Peel District School Board, Toronto District School Board, and Thames Valley School Board.

The GEDSB ME Project began in October of 2020, when I created the ME Panel. The ME Panel is a group of 23 students from Grand Erie who provide advice, help, support, personal stories, and alternative points of view for this project. Thursday, December 3rd, the panel put out a survey for students who menstruate to give their input.

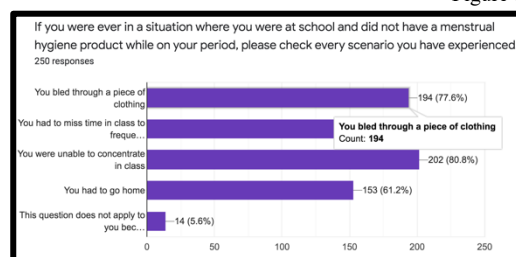
Survey

The survey received 254 responses and revealed shocking statistics about the menstrual inequities and stigmas that students experience every day. 89% of students said that in the past, they have needed to ask a friend for a menstrual hygiene product while at school, and 84% reported that they have been stuck without a menstrual product altogether, meaning they were not even able to obtain one from a friend. As shown in figure

1, one of the other questions was "If you were ever in a situation where you were at school and did not have a menstrual hygiene product while on your period, please check every scenario you have experienced." 81% of students said they were unable to concentrate in class, 78% said they bled through a piece of clothing, 65% said they missed time in class to frequently use the washroom, and, most disturbingly, 61% of students said they had to go home.

The biggest concern that period poverty presents in our particular school board is that students are missing class because they do not have access to menstrual products. 87% of those who answered

Figure 1



the survey said they have, in fact, missed class time for this reason (this is separate from the statistic about students leaving school to go home). The education of these students must be prioritized.

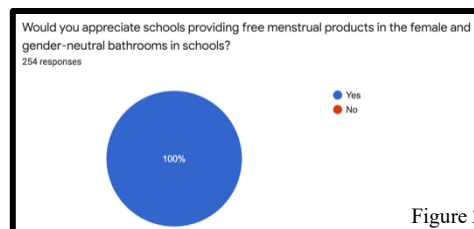
Menstruation Stigma

The survey revealed the prevalence of stigma around menstruation in our school board. Only 29% of students (73 students) have felt comfortable enough to reach out to administrative staff for a menstrual hygiene product. In the survey, they were asked to describe their experience. 53 of those 73 students described the experience using the words 'awkward,' 'scary,' 'uncomfortable,' 'ashamed,' 'embarrassing,' 'horrible,' and/or 'humiliating.' Some of the responses included: "It was awkward. She was willing to help but I would have preferred the product to be in the bathroom without interaction." "I was told they were for 'emergencies only.' This made me feel ashamed that I had asked." "I felt gross and guilty. They looked at me like I was disgusting." "The office staff tried to get me to just go home, even though I had a test in my next class." Most disturbingly, 10% of students said they had actually been *denied* a menstrual hygiene product by administrative staff after reaching out for one.

These statistics prove two things: 1, a great need to eliminate the stigma around menstruation for the sake of students' mental health and comfort at school, and 2, that if this project is implemented in Grand Erie, the products should not be located in the office, or anywhere that requires social interaction to access them. There should not be a boundary to access a necessity; no student has to ask administrative staff for toilet paper before using the washroom, and this is no different. 99% of people who filled out the survey said they think these products should be located in bathrooms.

Why is This Project Necessary?

First, to erase the stigma around menstruation. The second reason is to keep students in school. 87% of students said they have missed class time because they did not have access to menstrual hygiene products. There is an easy way for that number to go down, and it is vital to enact that solution. Trustee Stephanie Donaldson, who represents Ward 9 Davenport and Spadina-Fort York, said that "It sends a really strong and powerful message to students in our system that we care about their health and well-being. We care about breaking down systemic barriers... (This) is an access issue and it's an easy fix" (The Star, 2019). The third reason comes from what is decidedly the most telling result of the survey (see: figure 2) – 100% of people who responded said that they would appreciate schools providing free menstrual products in the female and gender-neutral bathrooms. When asked why they would appreciate those products, there were six main reasons: financial reasons, social reasons (ex., stigma), health reasons (ex., risking toxic shock or using makeshift products), education reasons (ex., missing school), mental health reasons (ex., anxiety), and finally, because most students thought that this was an issue of equity, and that these products are just as necessary as toilet paper (which is provided free). Trustee Harpreet Gill from Toronto District School Board said in 2019, "I view access to menstrual products as a basic right. These products belong in the same category as toilet paper, soap and water in washrooms" (Toronto Sun). The final reason is to honour the needs and opinions of students in Grand Erie; every single student said they would appreciate this project.



Equity

Why would it be equitable to provide menstrual hygiene products in schools? Several students noted in the 'additional comments' part of the survey that condoms and even deodorant are provided free in some schools, and neither of these are necessities. Menstrual products are clearly necessities, since without them, students bleed through clothing, feel unwelcome at school, and miss class time. The menstrual equity initiative at the Thames Valley District School Board was spearheaded by Sarah Chun, who was president of the public board council of OSTA-AECO. Regarding menstrual equity, she stated, "This is an equity issue. It affects everyone who gets periods. We can't be expected to carry around period supplies or quarters in our pockets all the time" (Toronto Sun, 2019). It is for these reasons that if this initiative is implemented at our school board, it would be unfair to require students to pay for the products. 88% of students said they do not think it would be fair to have to pay for products. To maintain equitability, students also said they think that both pads and tampons should be available in schools to ensure that everybody can use them.

Closing

In closing, a menstrual equity project is long overdue at the Grand Erie District School Board. If this project is implemented, countless people will thank you, including every student in the school board who menstruates, every student who will eventually be a part of the school board who menstruates, the 254 students who said they would appreciate this project, and the 23 members of the ME Panel. I greatly hope that the Grand Erie District School Board will take into account the views of their students, and all of the ways that this will help students, both now and in the future. This project is not just about free menstrual hygiene products; it is about equity. It is about supporting students. And it is about prioritizing education and mental health.



Figure 3

Acknowledgements

*I would like to recognize the incredible efforts and dedication of the ME Panel, as well as acknowledge and thank each of the members (not including myself):

Abby Woodard
Ia'teieka:nereh Doxtador-Swamp
Caitlyn Schraven
Emma Gayton-Laing
Aiyana Jonathan
Alexis Doolittle
Heather Fisher
Karissa Comeau

Lilyanna Franjesevic
Heather Coghill
Aurora Thorpe
Brhett Booker
Dana Vanbesien
Olivia Pocock
Chloe Herron
Brooklyn Ambis

Kale Noll
Georgia Laforme
Abby Quinlan
Sophie Lamb
Paige Janssens
Destiny Byers

*All ME Panel members consented to having their names included in this report.

Respectfully submitted,

Ava Burtis,
Student Trustee



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Trustees of the Grand District School Board
FROM: Greg Anderson, Chair of the Board
RE: **2021 Trustee Statutory and Standing Committee Representation**
DATE: December 14, 2020

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board approve the 2021 Trustee Statutory and Standing
Committees Representation.

Rationale/Background

Attached is 2021 Trustee Statutory and Standing Committee Representation list.

Communication Plan

All stakeholders will be notified accordingly.

Respectfully submitted,

Greg Anderson
Chair of the Board

**GRAND ERIE DISTRICT SCHOOL BOARD
2021 COMMITTEE REPRESENTATION**

F-1-a

	Greg Anderson	Rita Collver	David Dean	Eva Dixon	Brian Doyle	Susan Gibson	James Richardson	Carol Ann Sloat	Claudine VanEvery- Albert	Tom Waldschmidt	Don Werden
STATUTORY COMMITTEES											
Audit Committee (3)		✓						✓			✓
Grand Erie Parent Involvement (2)						✓				✓	
S.E.A.C. (2 + 2 Alt.)		✓			Alt			Alt		✓	
S.A.L (Brant) + Alt.	Alt		✓								
S.A.L (Haldimand) + Alt.				✓			Alt				
S.A.L (Norfolk) + Alt.				✓							Alt
Student Discipline (3 + Alt.) [All trustees are second alternative]			✓		✓	✓				Alt	
STANDING COMMITTEES											
Accessibility Plan (1)			✓								
Director's Review Committee (Chair, Vice Chair +2)	✓					✓			✓		✓
Indigenous Education Advisory (1 + 1 Native)						✓			✓		
Joint Advisory (Brantford) (2)	✓		✓								
Native Advisory (1+1 Native)		✓							✓		
Privacy and Information Management (2)				✓				✓			
Quality Accommodations (2)	✓							✓			
Safe and Inclusive Schools (1+Alt.)		✓								Alt	
School Year Calendar (2)					✓		✓				
STSBHN [Transportation] (1 + Alt.)							✓				Alt



GRAND ERIE DISTRICT SCHOOL BOARD

TO: JoAnna Roberto, Director of Education & Secretary
FROM: Carol-Ann Sloat, Audit Committee Chair
RE: **Audit Committee Annual Report**
DATE: December 14, 2020

Recommended Action: Moved by _____ Seconded by _____ THAT the Grand Erie District School Board approve the 2020 Audit Committee Annual Report.
--

Background

Ontario Regulation 361/10 and Grand Erie Bylaw 8 - Audit Committee Terms of Reference require the Audit Committee to provide an annual report to the Board.

Additional Information

The Audit Committee Annual Report for the fiscal year ended August 31, 2020 is attached.

Next Steps

Communication, pending approval by the Board, copy of the report will be forwarded to the Ministry of Education.

Grand Erie Multi-Year Plan

This report supports the Achievement indicator of Success for Every Student and the following statement: we will set high expectations for our students and staff. We will monitor, measure and reflect on our outcomes.

Respectfully submitted,

Carol-Ann Sloat,
Audit Committee Chair

Grand Erie District School Board

Audit Committee Annual Report to the Board of Trustees

This report summarizes the audit committee's actions for the fiscal year ending August 31, 2020

Audit Committee Members

Following the recruitment and selection process indicated in Ontario Regulation 361/10, the following audit committee members were appointed to serve during the term:

Carol Ann Sloat	- Committee Chair (Term began Dec 9, 2019)
Rita Collver	- Trustee representative (Term ended Dec 8, 2019)
Don Werden	- Trustee representative
Claudine VanEvery-Albert	- Trustee representative
Beryl Collingwood	- External member
Christine Woodley	- External member

In addition, regular attendees at the Committee meetings were:

Blaine Schell	- Millard Rouse and Rosebrugh LLP (external auditors)
Dianne Latta	- Millard Rouse and Rosebrugh LLP (external auditors)
Christopher O'Conner	- PWC Internal Auditor
Suk Bedi	- PWC Internal Auditor
Brenda Blancher	- Director of Education
Rafal Wyszynski	- Superintendent of Business & Treasurer
Cindy Smith	- Manager of Business Services

Administrative Tasks

At the beginning of the year and in accordance with recommended good practice, various administrative tasks were completed. These included:

- Developing a work plan
- Election of chair
- Developing a meeting schedule and agenda for the year
- Monitoring and release of Grand Erie's Multi-Year Financial Recovery Plan

Meetings

It was agreed to schedule four meeting throughout the year. Additional meetings would be scheduled if necessary, but one meeting was cancelled due to the COVID-19 pandemic.

The members in attendance at each meeting are as follows:

Member	Sept 17, 2019	Nov 5, 2019	Mar 24, 2020	June 23, 2020
R. Collver	✓	✓	Meeting Cancelled Due to COVID-19	
C. A. Sloat				✓
D. Werden	✓	✓		✓
C. VanEvery-Albert	✓	✓		✓
B. Collingwood	✓	✗		✓
C. Woodley	✗	✓		✓

Governance

The Audit Committee was established by Board Motion January 31, 2011. All of the members were independent in accordance with the provision 4.(1) and 4.(2) of the regulation.

The Regulation also requires the Audit Committee Chair to provide an oral or written report to the Board of Trustees summarizing the matters discussed at each meeting and a written report of any recommendations for the Board to approve. Information was provided to the Board of Trustees after each of the meetings.

External Auditors

The relationship with the external auditors has been very good and private meetings were held during the year. The audit committee recommended the reappointment of the external auditors, Millard, Rouse & Rosebrugh LLP (MRR) for the 2019-20 fiscal year.

MRR presented the 2019-20 audit plan and fees estimate to the committee at September 22, 2020 Audit Committee meeting, which the committee reviewed and recommended for approval to the Board. In addition, the external auditor confirmed their independence at the September 22, 2020 meeting.

Consolidated Financial Statements for the year ended August 31, 2020 will be presented to the Audit Committee at the meeting held on November 3, 2020.

Internal Auditors

The relationship with the internal auditors has been good and private meetings were held during the year. A Risk Assessment session was held with board management staff and PwC. PwC reviewed the risk radar that was updated by Senior Administration. Management provided renewed input on each of the categories and this resulted in the re-development of the Board's "School Board Risk Radar". The input was taken from senior staff and shared with the Audit Committee in the spring of 2020.

Risk Assessments

The following highlights the latest risk assessment conducted by Senior Administration in May 2020.

1. Heightened risk (category in parentheses):

- a. Competition (Financial and funding)
- b. Wellbeing (People and Organization)
- c. Student Demands (Student Experience)
- d. Mental Health (Student Experience)
- e. Bullying & Cyber-Bullying (Student Experience)
- f. Cyber Security (Information & Technology)
- g. Student Records (Information & Technology)
- h. Strategic Plan (Strategy, Governance & Leadership)
- i. Leadership (Strategy, Governance & Leadership)
- j. Feedback & Engagement (Reputation/Public Perception)
- k. Out of Hours (Capacity and Availability of Services)
- l. Instructional Programs (Capacity and Availability of Services)

2. Lowered risk (category in parentheses):

- a. Collective Agreements (Legal and Regulatory Compliance)
- b. Union Negotiations (People and Organization)
- c. Trustee Behaviour/Enablement (Strategy, Governance & Leadership)
- d. Political Changes (Political and Regulatory Change)
- e. Reputation (Reputation/Public Perception)

- f. Union Strikes (Capacity and Availability of Services)
- g. Multi-Year Financial Recovery Plan (Financial and funding)

2019-20 Completed Internal Audits

- Fraud Risk Management
 - Audit completed and final audit report presented to the committee June 23, 2020.

2020-21 Planned Internal Audits

- Cyber Fraud Incident Prevention
 - Internal audit (IA) will review management's cyber security program with an emphasis on the fraud risk element. IA will review management processes on setting risk targets and monitoring of thresholds on a recurring basis.
- Business Continuity/Crisis Management.
 - Internal audit scope will include examining business continuity planning program governance and risk management arrangements (including COVID-19 specific arrangements) as well as the adequacy of the continuity plans. The scope will also include assessing the Board's emergency management plans, response frameworks and protocols in place to lead, inform, facilitate and coordinate an integrated response to a threat or an emergency.

Future Potential Audits

- Human Resources – Recruitment and Retention
- Student Recruitment
- Employee Services (HR operational effectiveness)

Summary of Other Work Performed

In addition to the items noted above the following outlines further work performed by the audit committee in the last 12 months:

- Reviewed Quarterly Budget reports
- Review the Multi-Year Financial Recovery Plan and received required updates
- A Consolidated Due Diligence Report ensuring Board compliance with statutory obligations was presented at each meeting.
- Evaluated the Regional Internal Auditor
- Reviewed School Audit Results
- Received a report regarding Information Technology security
- Training to Audit Committee members was provided via Ministry-developed modules. The content of the modules was discussed.

By the signature noted below, we attest that we have discharged our duties and responsibilities respecting Ontario Regulation 361/10.

On behalf of the Audit Committee,

Carol Ann Sloat, Audit Committee Chairperson

Appendix C
Annual Report to the Board of Trustees and Forwarded
To the Ministry of Education
For the year ended August 31, 2020

District School Board Name: Grand Erie District School Board

Fiscal Year: 2019-20

Re: Annual audit committee report to the Ministry of Education as per Ontario Regulation 361/10

The following audits were completed in the 2019-20 fiscal year:

1. Fraud Risk Management

Based on the internal audit plan, we are not expecting any enrolment audits to be performed.

Date

Signature

Carol-Ann Sloat
Audit Committee Chair



GRAND ERIE DISTRICT SCHOOL BOARD

TO: JoAnna Roberto, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Borrowing Authority**
DATE: December 14, 2020

<p>Recommended Action: Moved by _____ Seconded by _____ THAT the Grand Erie District School authorize the Signing Authorities of the Board to obtain loans at any one time up to a maximum of \$35,000,000 to cover current payrolls and general account payments, if required.</p>
--

Background

This recommendation will ensure that the Board continues to carry out its operational business function.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer



GRAND ERIE DISTRICT SCHOOL BOARD

TO: JoAnna Roberto, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Signing Officers**
DATE: December 14, 2020

Recommended Action: Moved by _____ Seconded by _____
THAT

1. signing authorities for the Grand Erie District School Board, relative to General and Trust Accounts/Legal Documents/Contracts/Bank Loans shall be one of the Chair of the Board or the Vice Chair of the Board, together with one of the Director of Education & Secretary or the Superintendent of Business & Treasurer;
2. facsimile signatures of the Board Chair and Superintendent of Business & Treasurer shall be used for signing General Account cheques produced by the Board's financial accounting system.

Background

This recommendation is presented to ensure that the Board's operations continue in an orderly manner.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer



GRAND ERIE DISTRICT SCHOOL BOARD

TO: JoAnna Roberto, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Review of Borrowing Bylaws Not on Board's Review Schedule**
DATE: December 14, 2020

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board receive the Review of Borrowing Bylaws Not on Board's Review Schedule report as information.

Background

A number of financial bylaws are not part of the Board's regular review cycle as they support longer term commitments with specific maturity dates. The review date is "until maturity" for each of these bylaws, as which time they will be rescinded.

Follows is a schedule of the financial bylaws, showing the amount and maturity dates:

Bylaw		Review Date
BL10	Good Places to Learn, Stage 1 Funding \$11,845,000	Until Maturity (November 15, 2031)
BL14	Good Places to Learn and Primary Class Size Program Borrowing \$9,456,198	Until Maturity (March 3, 2033)
BL20	Borrowing By-Law: Of a Financing of Capital Projects - Good Places to Learn, Stage 3 \$3,716,520	Until Maturity (March 11, 2036)
BL21	Borrowing By-Law re: Energy Performance Contract Tri-Party agreement between Grand Erie, Duke Solutions and Canada Life Assurance December 21, 2001 Investment Account \$9,490,000 Reference Bond Matures June 1, 2023 Efficiency Services Agreement between Grand Erie and Duke Solutions - January 3, 2002 Principal aggregate amount of loan \$9,674,000 Contract matures September 10, 2023 (Ameresco took over the contract May 25, 2004)	Until Maturity (September 23, 2023)
BL22	Capital Related Debt - NPF Capital Related Debt for Ministry approved projects committed prior to amalgamation of School Boards and change in the Education Funding Model \$3,520,453 combined with BL22A	Until Maturity (June 2, 2033)
BL22A	Capital Related Debt - Computershare Agreement regarding the administration and processing of payments related to BL22	Until Maturity (June 2, 2033)

Bylaw		Review Date
BL23	Energy Performance Contract - Phase II Tri-Party Agreement between Grand Erie, Ameresco and Manufactures Life Insurance Company - August 23, 2004; Authorized Investment \$15,345,606.26 Facility Renewal Agreement between Grande Erie and Ameresco - May 25, 2004; Fee: \$27,366,667.	Until Maturity (September 10, 2028)
BL24	Borrowing Bylaw: Capital Expenditure Finance \$10,525,000	Until Maturity (December 23, 2025)
BL30	Borrowing Bylaw: New Pupil Places Based Capital Projects \$13,555,558	Until Maturity (November 15, 2029)
BL37	Borrowing Bylaw re: Ontario Financing Authority Permanent Capital Financing \$18,242,787	Until Maturity (April 23, 2035)
BL40	Borrowing Bylaw: Ontario Financing Authority Permanent Financing Capital Financing \$584,685	Until Maturity (March 11, 2039)
BL41	Borrowing Bylaw: Ontario Financing Authority Permanent Financing Capital Financing \$41,251,572	Until Maturity (March 19, 2038)

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer



GRAND ERIE DISTRICT SCHOOL BOARD

TO: JoAnna Roberto, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **2020-21 Revised Budget Estimates**
DATE: December 14, 2020

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board approve the 2020-21 Revised Budget Estimates for submission to the Ministry of Education.

Background:

The 2020-21 Revised Budget Estimates are due for submission to the Ministry of Education on December 15, 2020. Revisions to the original 2020-21 budget approved in August include:

1. Updated enrolment estimates are based on actual enrolment in both physical and virtual schools on the October 31, 2020 count date and estimated enrolment at March 31, 2021. These enrolment projections generated revenue changes within the Grants for Student Needs (GSN). The changes to the GSN and other revenue sources are summarized in the attached report. The changes in enrolment are summarized below:

	2020-21 Estimates	2020-21 Revised Estimates	Change
<i>Elementary</i>	18,203	17,838	-365
<i>Secondary</i>	7,548	7,649	+101
<i>Total</i>	25,751	25,487	-264

Due the significant reduction in enrolment, primarily as a result of parents choosing to either home-school children or not complete registration, the Ministry of Education provided Enrolment Stabilization funding to Boards to help offset the decrease in students. Grand Erie is expected to receive approximately \$2.2m in stabilization funding for 2020-21 school year.

2. The COVID-19 pandemic has had a profound impact on school operations. Enhanced cleaning and disinfecting, utilization of Personal Protective Equipment (PPE) and the creation of a Virtual Learning Academy (VLA) have resulted in significant increases in operating costs. Grand Erie has had to hire temporary and permanent workers in both physical and virtual environments, and budgets for cleaning, custodial supplies and PPE have been increased significantly. Finally, in order to operate the VLA and provide access to both our students and staff, significant investments in technology were made which included additional devices and additional support for connectivity. However, both the Ministry of Education and Federal government have provided significant funding to offset these additional expenses.

3. Significant Revenue Changes:
 - Enrolment, for Pupils of the Board, International Students and Students on Education Service agreements decreased resulting in a loss of revenue of \$2.2m
 - This is offset by the recently announced \$2.2m million allocation by the Ministry for enrolment stabilization funding.
 - \$1.1 million in deferred revenue from 2019-20 to support the hiring of staff.
 - \$5 million in Provincial funding to assist with operational cost increases as a result of the COVID-19 pandemic
 - An addition \$2.9 million from the federal government to support COVID-19 costs.
4. Significant Changes to Expenditures:
 - An additional 65.5 teachers to support the development of the VLA to support students who wish to continue their education virtually. The anticipated cost of these teachers is approximately \$7.1 million
 - 5 additional Early Childhood Educators.
 - 3 administrators and 3 clerical staff to support the VLA.
 - 12 additional custodians.
 - Additional investments in devices and connectivity for approximately \$700,000.
 - Additional \$604,000 to support the cleaning and disinfecting of schools, board buildings and buses.
 - An additional Health & Safety Officer
 - Additional supervision costs across the system costing \$194,000
 - Reduction to supplies, mileage and professional development budgets by \$346,000.
 - \$362,000 investment, supported by targeted revenue, for Mental Health and Special Education for board staff and students.
5. Decrease of \$494,000 to reflect lower costs related to transportation as a result of driver shortages, reduced travel and the discovery of route efficiencies.
6. Decrease of \$1.4 million in retirement gratuity liability costs.

A brief summary is provided on Appendix A; however, a detailed summary of the budget changes is attached as Appendix B on a financial dashboard.

Pending approval, the 2020-21 Revised Budget Estimates will be submitted to the Ministry of Education on December 15, 2020.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer

Appendix A: Revised Estimates Overview

2020-21 Estimates Submission		-	Balanced Budget
Changes to Revenues			
Decrease in Enrolment	-	2,080,000	
Tuition Revenue Decrease	-	104,000	
Additional Deferred Revenue: RNEF		530,000	
Additional Deferred Revenue: Indigenous		384,000	
Additional Deferred Revenue: SHSM		200,000	
Additional Deferred Revenue: Student Success		221,000	
Enrolment Stabilization Funding		2,172,000	
Support for COVID Outbreak Allocation (GSN)		312,000	
Federal COVID-19 Funding (PPF)		2,935,000	
Provincial COVID-19 Funding (PPF)		4,683,000	
Priority & Partnership Fund (PPF)		389,000	
Other Federal/Provincial Grants		118,000	
Other Revenue Changes		201,000	
Total Change in Revenue			9,961,000
Changes to Expenses			
35 FTE - Additional Elementary Teachers		3,815,000	
30.5 FTE - Additional Secondary Teachers		3,332,000	
5 FTE - Additional Early Childhood Educators		283,100	
1 FTE - Health & Safety Officer		58,400	
3 FTE - Principals - Virtual Learning Academy		413,000	
3 FTE - Secretarial - Virtual Learning Academy		209,000	
12 FTE - Additional Custodial		639,300	
0.8 FTE - Reduction in Con Ed Clerical	-	50,000	
Additional iPads and Technology		639,200	
Additional Supervision Costs		194,000	
Optimizing Air Quality in Schools		764,000	
Additional Costs of Cleaning/Disinfecting		604,000	
Health & Safety Training		122,000	
Increase in Benefits Costs		895,000	
Mental Health & Special Education Investments		362,000	
Transportation Savings	-	494,000	
Reduction in Retirement Gratuity Liability	-	1,413,000	
Reduction in Supplies, Mileage, PD	-	346,000	
Reduction in Con Ed Expenditures	-	111,000	
Other		45,000	
Total Change in Expenses			9,961,000
2020-21 Revised Estimates Submission		-	Balanced Budget

Appendix B: Financial Dashboard

Grand Erie District School Board
2020-21 Revised Estimates Dashboard
For the period ended August 31, 2021

Summary Comparison of 2020-21 Revised Budget versus 2020-2021 Estimates Budget
(\$ Figures in Thousands)

	20-21 Estimates	20-21 Revised	Variance	
			\$	%
Revenue				
Provincial Grants (GSN)	297,906	299,645	1,739	0.6%
Grants for Capital Purposes	4,047	5,651	1,604	28.4%
Other Non-GSN Grants	5,558	13,684	8,125	59.4%
Other Non-Grant Revenues	8,391	8,494	103	1.2%
Amortization of DCC	17,760	15,452	(2,308)	-14.9%
Total Revenue	333,662	342,925	9,263	2.7%
Expenditures				
Classroom Instruction	228,808	233,130	4,322	1.9%
Non-Classroom	29,126	29,147	21	0.1%
Administration	7,877	7,847	(30)	-0.4%
Transportation	14,590	14,173	(417)	-2.9%
Pupil Accommodation	49,771	47,481	(2,291)	-4.8%
Contingency & Non-Operating	3,490	11,148	7,658	68.7%
Total Expenditures	333,662	342,925	9,263	2.7%
In-Year Surplus (Deficit)	-	-	-	-
Prior Year Accumulated Surplus for compliance	2,960	3,284	324	9.9%
Accumulated Surplus (Deficit) for compliance	2,960	3,284	324	9.9%

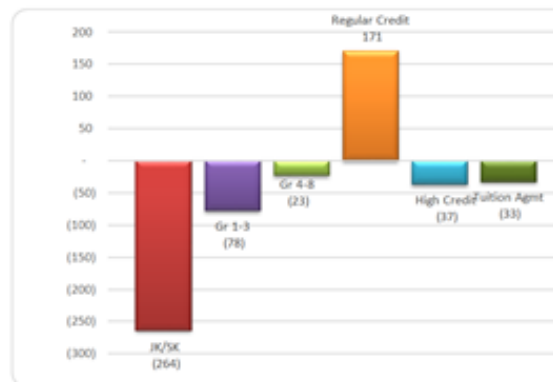
Summary of Enrolment

ADE	20-21 Estimates	20-21 Revised	Variance	
			\$	%
Elementary				
JK/SK	3,522	3,258	(264)	-8.2%
Gr 1-3	5,377	5,299	(78)	-1.5%
Gr 4-8	9,304	9,281	(23)	-0.3%
Total Elementary	18,203	17,838	(365)	-2.1%
Secondary <21				
Regular Credit	7,051	7,221	171	2.3%
High Credit	37	-	(37)	-74.0%
Tuition & Visa	461	428	(33)	-6.1%
Total Secondary	7,548	7,649	101	1.3%
Total Board	25,751	25,487	(264)	-1.0%

Summary of Staffing

FTE	20-21 Estimates	20-21 Revised	Variance	
			\$	%
Classroom				
Teachers	1,625.3	1,690.8	65.5	4.0%
Early Childhood Educators	124.0	129.0	5.0	4.0%
Educational Assistants	331.0	331.0	-	0.0%
Total Classroom	2,080.3	2,150.8	70.5	3.4%
School Administration	226.9	232.9	6.0	2.6%
Board Administration	63.5	63.5	-	0.0%
Facility Services	208.1	222.1	14.0	6.7%
Coordinators & Consultants	41.5	41.5	-	0.0%
Paraprofessionals	50.0	50.0	-	0.0%
Child & Youth Workers	17.0	17.0	-	0.0%
IT Staff	31.0	31.0	-	0.0%
Library	12.7	12.7	-	0.0%
Transportation	6.0	6.0	-	0.0%
Other Support	7.0	7.0	-	0.0%
Continuing Ed	8.9	8.1	(0.8)	-9.0%
Trustees	14.0	14.0	-	0.0%
Non-Classroom	686.7	705.9	19.2	2.8%
Total	2,767.0	2,856.7	89.7	3.2%

Changes in Enrolment: Budget v Forecast



Grand Erie District School Board
2020-21 Revised Estimates Dashboard
Revenues
For the period ended August 31, 2021

(\$ Figures in Thousands)

(\$ Figures in Thousands)	Budget Assessment				Material Variance Note
	20-21 Estimates	20-21 Revised	Change		
			\$ Increase (Decrease)	% Increase (Decrease)	
Grant Revenues					
Pupil Foundation	141,836	140,369	(1,466)	(1.0%)	a.
School Foundation	20,811	20,753	(58)	(0.3%)	
Special Education	38,547	38,317	(230)	(0.6%)	a.
Language Allocation	4,269	4,269	-	0.0%	
Supported School Allocation	18	18	0	0.6%	
Rural and Northern Education Funding	622	1,151	530	85.2%	b.
Learning Opportunities	4,178	4,600	422	10.1%	b.
Continuing and Adult Education	1,449	1,449	0	0.0%	
Teacher Q&E	27,598	26,818	(780)	(2.8%)	a.
ECE Q&E	1,840	1,706	(134)	(7.3%)	a.
New Teacher Induction Program	129	129	-	0.0%	
Restraint Savings	(80)	(80)	-	0.0%	
Transportation	13,685	13,652	(34)	(0.2%)	a.
Administration and Governance	7,727	7,686	(41)	(0.5%)	a.
School Operations	26,499	26,441	(58)	(0.2%)	a.
Community Use of Schools	362	362	-	0.0%	
Declining Enrolment	805	1,369	564	70.1%	c.
Indigenous Education	2,917	3,301	384	13.2%	b.
Support for Students Fund	2,816	2,816	-	0.0%	
Mental Health Workers Allocation	367	367	-	0.0%	
Safe Schools Supplement	504	502	(3)	(0.5%)	
Program Leadership Allocation	746	906	160	21.5%	
Support for COVID-19 Outbreak	-	311	311	100.0%	d.
Permanent Financing - NPF	262	262	-	0.0%	
Stabilization Funding	-	2,171	2,171	100.0%	e.
Total Operating Grants	297,906	299,645	1,739	0.6%	
Grants for Capital Purposes					
School Renewal	2,937	2,937	-	0.0%	
Temporary Accommodation	397	391	(6)	(1.6%)	
Short-term Interest	200	200	-	0.0%	
Debt Funding for Capital	3,098	3,098	-	0.0%	
Minor Tangible Capital Assets (mTCA)	(2,585)	(975)	1,610	(62.3%)	f.
Total Capital Purposes Grants	4,047	5,651	1,604	39.6%	
Other Non-GSN Grants					
Priority & Partnership Fund (PPF)	3,521	8,593	5,072	144.1%	g.
Federal COVID-19 Funding	-	2,935	2,935	100.0%	h.
Other Federal & Provincial Grants	2,037	2,155	118	5.8%	
Total Non-GSN Grants	5,558	13,684	8,125	146.2%	
Other Non-Grant Revenues					
Education Service Agreements - Six Nations	5,943	5,892	(51)	(0.9%)	a.
Education Service Agreements - MCFN	607	554	(53)	(8.7%)	a.
Other Fees	45	65	20	44.4%	
Other Boards	210	210	-	0.0%	
Community Use & Rentals	680	717	37	5.4%	
Miscellaneous Revenues	905	1,056	150	16.6%	
Non Grant Revenue	8,391	8,494	103	1.2%	
Deferred Revenues					
Amortization of DCC	17,760	15,452	(2,308)	(13.0%)	i.
Total Deferred Revenue	17,760	15,452	(2,308)	(13.0%)	
TOTAL REVENUES	333,662	342,925	9,263	2.8%	

Explanations of Material Grant Variances

- a. Decrease due to lower enrolment than anticipated
- b. Increase as a result of unspent Deferred Revenue from 2019-2020
- c. Additional funding triggered as a result of a decrease in enrolment
- d. New funding from the Ministry of Education for Technology and Mental Health Supports related to COVID-19
- e. New funding from the Ministry to support decreases in enrolment
- f. Increase as a result of a decrease in the purchase of capitalizable computers
- g. Announcement of new funding within the Priorities and Partnerships Fund (PPF)
- h. New funding from the Federal government to support costs related to COVID-19
- i. Decrease as a result of a review of the expected life of capital assets; thus extending the amortization period.

Notes:

1. Estimates is the 2020-2021 Estimates Budget as approved by the Board in August 2020

Grand Erie District School Board
2020-21 Revised Estimates Dashboard
Expenses
For the period ended August 31, 2021

(\$ Figures in Thousands)

	Budget Assessment				Material Variance Note
	20-21 Estimates	20-21 Revised	\$ Increase (Decrease)	% Increase (Decrease)	
Classroom Instruction					
Teachers	171,442	173,342	1,899	1.1%	a.
Supply Teachers	6,288	6,288	-	0.0%	
Educational Assistants	17,555	17,544	(11)	(0.1%)	
Early Childhood Educators	6,787	6,797	10	0.1%	
Classroom Computers	3,322	4,997	1,674	50.4%	b.
Textbooks and Supplies	9,399	9,735	336	3.6%	c.
Professionals and Paraprofessionals	9,585	9,973	388	4.0%	d.
Library and Guidance	3,446	3,467	21	0.6%	
Staff Development	583	586	4	0.7%	
Department Heads	400	400	-	0.0%	
Total Instruction	228,808	233,130	4,322	1.9%	
Non-Classroom					
Principal and Vice-Principals	14,536	14,629	93	0.6%	
School Office	7,413	7,422	9	0.1%	
Co-ordinators and Consultants	5,600	5,680	80	1.4%	
Continuing Education	1,577	1,416	(161)	(10.2%)	e.
Total Non-Classroom	29,126	29,147	21	0.1%	
Administration					
Trustees	287	288	1	0.2%	
Director/Supervisory Officers	1,487	1,452	(34)	(2.3%)	
Board Administration	6,103	6,107	4	0.1%	
Total Administration	7,877	7,847	(30)	(0.4%)	
Transportation	14,590	14,173	(417)	(2.9%)	
Pupil Accommodation					
School Operations and Maintenance	24,830	24,871	41	0.2%	
School Renewal	2,937	2,937	-	0.0%	
Other Pupil Accommodation	3,598	3,598	-	0.0%	
Amortization & Write-downs	18,406	16,075	(2,331)	(12.7%)	f.
Total Pupil Accommodation	49,771	47,481	(2,291)	(4.6%)	
Other Non-Operating	2,090	2,130	40	1.9%	
COVID-19 Expenditures	1,400	9,018	7,618	544.1%	g.
TOTAL EXPENDITURES	333,662	342,925	9,263	2.8%	

Explanations of Material Grant Variances

- a. Additional teaching staff, combined with increased benefits, offset by retirement gratuities.
- b. Increase as a result of the procurement of leased computers, less capitalization.
- c. New PPF costs offset partially by savings in supplies, mileage and professional development expenditures.
- d. Increase in Mental Health Supports and Special Education costs.
- e. Reduction in costs due to lower than anticipated enrolment.
- f. Decrease as a result of a review of the expected life of capital assets; thus extending the amortization period.
- g. Increase due to the hiring of teachers, principals, secretaries, and ECEs as a result of moving to a model that supports both face-to-face and virtual learning. Other cost increases include: cleaning, disinfecting, technology, PPE, custodial supplies, costs to enhance transportation operations, health and safety training and supervision.

Notes:

1. Estimates is the 2020-2021 Estimates Budget as approved by the Board in August 2020



GRAND ERIE DISTRICT SCHOOL BOARD

TO: JoAnna Roberto, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Contract Award - Insurance**
DATE: December 14, 2020

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board approve the Liability and Property Insurance Contract for 2021 from **OSBIE** in the amount of \$716,616.00.

Background

The Ontario School Boards' Insurance Exchange (OSBIE) is a school board owned, non-profit insurance program with 118 members, representing 78 school boards/school authorities and 40 Joint Ventures in Ontario. The primary goals of the Exchange are to insure member school boards against losses, and to promote safe school practices. Up until August 31, 2020, Grand Erie has used multiple vendors to fulfill its insurance obligations. Historically, OSBIE has been the insurer for liability, however during the summer of 2020, Grand Erie's insurer for property, crime and automotive proposed a 26% increase to the premiums for 2020-21.

As a result, Grand Erie requested a quote for property, crime and automotive insurance and OSBIE's proposal revealed a 1% reduction in premiums. In addition, Grand Erie will participate in a rebate program that is enhanced by the duration of membership with OSBIE.

Additional Information

The table below summarizes the 2021 premiums, by category.

	2021
Liability	332,404.56
Liability - Non-Owned Auto	3,109.00
Property	309,411.36
Boiler & Machinery	17,147.16
Crime	14,408.28
Auto	27,545.00
Privacy Data Liability	12,590.64
	716,616.00

Financial Impact:

The insurance in the 2020-21 Estimates Budget is sufficient for supporting this expenditure.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer



GRAND ERIE DISTRICT SCHOOL BOARD

TO: JoAnna Roberto, Director of Education & Secretary
 FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
 RE: **Enrolment Update Report**
 DATE: December 14, 2020

Recommended Action: Moved by _____ Seconded by _____
 THAT the Grand Erie District School Board receive the Enrolment Update Report as information.

Background

Enrolment is reported to the Ministry of Education on two count dates, October 31st and March 31st, each year.

Additional Information

The attached report contains the following data:

- a) Original enrolment projections for budget
- b) Preliminary enrolment reported on September 30, 2020
- c) Draft enrolment reported on October 31, 2020
- d) Graph illustrating four years of actual enrolment history plus the draft projection for the current year.

Grand Erie District School Board Enrolment Trends						
	Enrolment History					Change over
	2016-17	2017-18	2018-19	2019-20	2020-21	2019-20
Elementary	17,552.00	17,724.00	17,879.00	18,379.60	17,838.00	(541.60)
Secondary	8,455.50	8,289.91	8,055.53	7,743.70	7,648.78	(94.92)
Secondary ADE	26,007.50	26,013.91	25,934.53	26,123.30	25,486.78	(636.52)

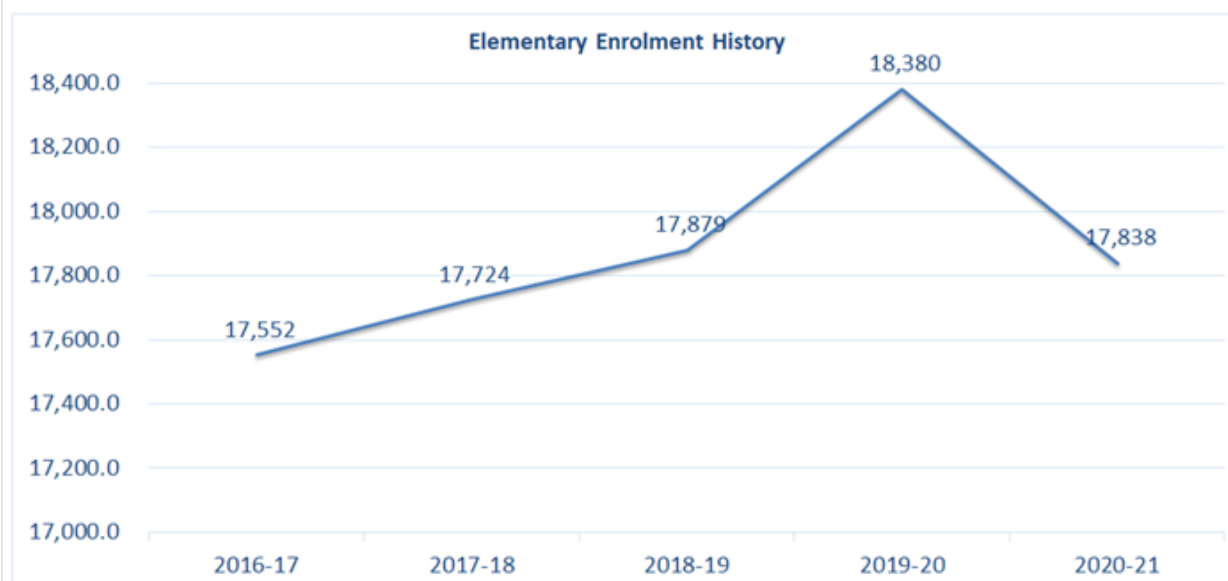
Respectfully submitted,

Rafal Wyszynski
 Superintendent of Business & Treasurer

Grand Erie District School Board 2020-21 Elementary Enrolment Update

	Enrolment History					Change over 2019-20
	2016-17	2017-18	2018-19	2019-20	2020-21	
JK/SK	3,380.0	3,407.0	3,362.5	3,564.8	3,257.0	(307.8)
Grade 1-3	5,292.0	5,371.0	5,379.0	5,385.0	5,280.0	(105.0)
Grade 4-8	8,558.0	8,629.0	8,808.0	9,111.8	9,084.0	(27.8)
Special Education (Ungraded)	322.0	317.0	329.5	318.0	217.0	(101.0)
Elementary ADE	17,552.0	17,724.0	17,879.0	18,379.6	17,838.0	(541.6)

	2020-21 Enrolment					Change over Budget
	Budget	Sept. 13 '20	Sept. 30 '20	Oct. 31 '20	Mar. 31 '21	
JK/SK	3,522.0	-	3,297.0	3,257.0		(265.0)
Grade 1-3	5,363.0	-	5,349.0	5,280.0		(83.0)
Grade 4-8	9,121.0	-	9,314.0	9,084.0		(37.0)
Special Education (Ungraded)	197.0	-	217.0	217.0		20.0
Elementary ADE	18,203.0	-	18,177.0	17,838.0	-	(365.0)



**Grand Erie District School Board
2020-21 Secondary Enrolment Update**

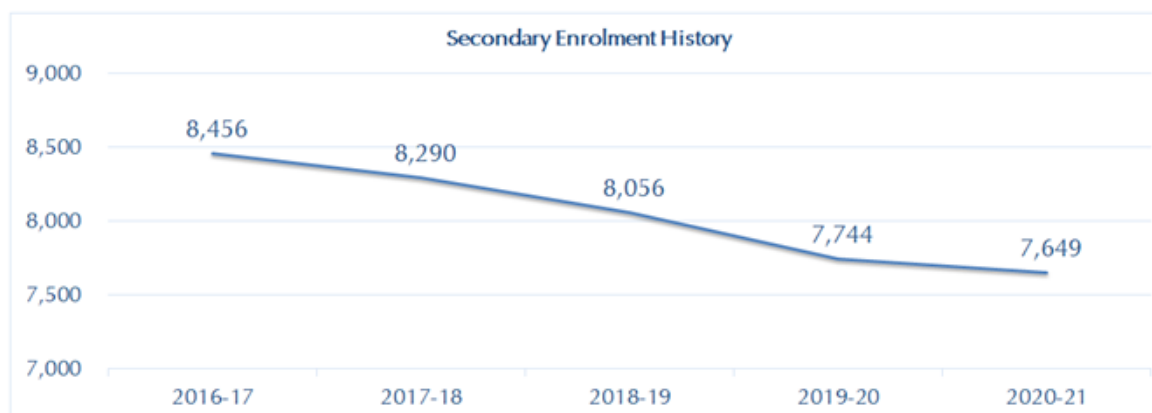
	Enrolment History					Change over 2019-20
	2016-17	2017-18	2018-19	2019-20	2020-21	
Pupils of the Board - Regular	7,850.84	7,692.52	7,523.95	7,229.70	7,221.09	(8.61)
Pupils of the Board - High Credit	66.16	44.77	45.70	38.00	-	(38.00)
Students on an Education Service Agreement	538.50	552.63	485.88	476.00	427.68	(48.32)
Secondary ADE	8,455.50	8,289.91	8,055.53	7,743.70	7,648.78	(94.92)

	2020-21 Enrolment					Change over Budget
	Budget	Sept. 13 '20	Sept. 30 '20	Oct. 31 '20	Mar. 31 '21	
Pupils of the Board - Regular Oct. 31	7,199.00	-	7,104.12	7,406.25	-	207.25
Pupils of the Board - Regular Mar. 31	6,902.00	-	6,748.91	7,035.94	-	133.94
Pupils of the Board - Regular ADE	7,050.50	-	6,926.52	7,221.09	-	170.59

Pupils of the Board - High Credit Oct. 31	16.00	-	-	-	-	(16.00)
Pupils of the Board - High Credit Mar. 31	58.00	-	-	-	-	(58.00)
Pupils of the Board - High Credit ADE	37.00	-	-	-	-	(37.00)

Education Service Agreement Students Oct. 31	476.00	-	435.27	437.75	-	(38.25)
Education Service Agreement Students Mar. 31	445.00	-	415.25	417.61	-	(27.39)
Education Service Agreement Students ADE	460.50	-	425.26	427.68	-	(32.82)

Total FTE - October 31, 2019	7,691.00	-	7,539.39	7,844.00	-	153.00
Total FTE - March 31, 2020	7,405.00	-	7,164.16	7,453.55	-	48.55
Secondary ADE	7,548.00	-	7,351.78	7,648.78	-	100.78





GRAND ERIE DISTRICT SCHOOL BOARD

TO: JoAnna Roberto, Director of Education & Secretary
FROM: Linda De Vos, Superintendent of Education
RE: **International Student COVID-19 Readiness Plan 2020-21**
DATE: December 14, 2020

<p>Recommended Action: Moved by _____ Seconded by _____ THAT the Grand Erie District School Board approve the International Student COVID-19 Readiness Plan 2020-21.</p>
--

Background

Since early summer, the Ministry of Education has been participating in ongoing discussions with the federal government, Health Canada, and provincial health authorities on how to support school boards with our readiness to welcome international students that hold study permits. The Ministry of Education has kept boards ongoingly apprised of the specific readiness plan details required to meet provincial and federal criteria.

Additional Information

In early November, the Ministry of Education indicated to the federal government that our K-12 sector is ready to receive international students with study permits.

In order to accept international students with study permits, Grand Erie District School Board must have an *International Student COVID-19 Readiness Plan* (Appendix A) that has been approved by the Ministry of Education.

Additionally, school boards must complete and include the attached *Attestation for School Boards – Public Health Institutional Readiness Requirements for International Students in Ontario* (Appendix B). As part of this attestation, a board resolution must be included that approves an international student plan that meets current federal and provincial requirements for the 2020-21 school year.

Next Steps

The Superintendent of Education with responsibilities for International Education will submit the following to the Ministry of Education for approval:

- Grand Erie's *International Student COVID-19 Readiness Plan* (Appendix A); and,
- A signed attestation that includes a board resolution (Appendix B).

Following approval, Grand Erie District School Board will be listed on the provincial list of Designated Learning Institutions that may accept international students who hold a study permit issued under the Immigration and Refugee Protection Act (Canada) for 2020-21.

Our plan will be also be posted on our website where it will be able to be translated into many languages.

Grand Erie Multi-Year Plan

This report supports the Equity indicator of Success for Every Student and the following statement: "We will promote practices that help students, families and staff feel safe, welcomed and included."

Respectfully submitted,
Linda De Vos
Superintendent of Education

**ATTESTATION FOR K-12 PUBLIC/PRIVATE DESIGNATED LEARNING INSTITUTIONS —
FRAMEWORK TO ENSURE INSTITUTIONAL READINESS TO ACCEPT INTERNATIONAL STUDENTS TO ONTARIO**

This Attestation sets out a comprehensive framework that, if attested to, will support the approval of K-12 Designated Learning Institutions' readiness plans to accept international students to Ontario. Institutional international students' readiness plans must meet all federal and provincial requirements. This Attestation requires K-12 public and private institutions to:

1. Reconfirm it is aware of and understands the federal requirements first set out in the *Attestation for Public/Private Designated Learning Institutions (DLI) – Public Health Institutional Readiness Requirements for International Students in Ontario (issued on August 15, 2020)* with regards to pre-arrival, quarantine, and post-quarantine; and
2. Attest that it is aware of and understands the provincial health and safety requirements with regards to the DLI's overall COVID-19 response plan, outbreak and case management plan, mandatory testing, quarantine and post-quarantine requirements.

By signing this form, I, _____, attest to being aware of and understanding the requirements set out in the table below and confirm that the requirements are included in the institutional international students' readiness plan for [legal name of public/private designated learning institution] and will be wholly implemented for the period of time that the institution appears on the approved DLI list.

By signing this form, I further attest that I have authority to bind [legal name of public/private designated learning institution].

(Name)

(Date)

This Attestation, and any other documents to be delivered in connection with this Attestation, is signed when the party's signature is delivered by email. Electronic signatures will be treated in all respects as having the same force and effect as original signatures.

In the event that the version of your DLI's readiness plan currently with the ministry does not meet the requirements below, please submit an updated readiness plan with this signed Attestation to the ministry.

Mark With (x) To Confirm	Plan Requirements	Comments Include page # references to plan
Section A: Overall COVID-19 Response Requirements for K-12 Private Schools and School Boards		
X	<p>1. Compliance with federal, provincial and local health guidelines - The DLI attests that it will comply with federal, provincial, and local health guidelines and protocols for businesses and other organizations such as school boards and private schools, consistent with the Government of Ontario's plan for reopening the province in stages: https://www.ontario.ca/page/reopening-ontario-stages.</p> <p>The DLI will meet the requirements set out in this table for as long as it appears on the federal list of approved designated learning institutions.</p>	Attestation only
	<p>2. Outbreak and Case Management Plan: The DLI has a plan in place to support local public health unit with its case management and outbreak response in its community. This plan is developed in conjunction with relevant local public health units and the plan aligns with local and provincial public health guidelines.</p> <p>Specifically, the Outbreak and Case Management Plan includes:</p>	
X	<ul style="list-style-type: none"> A commitment and protocols to enable the DLI's full cooperation in assisting local public health units in their outbreak investigation and management. 	GEDSB COVID -19 Readiness Plan Page 8
X	<ul style="list-style-type: none"> A clearly identified liaison who can act as the point person for the institution to liaise with relevant authorities (e.g. EDU, local public health unit). 	GEDSB COVID -19 Readiness Plan Page 8
X	<ul style="list-style-type: none"> A clear communication plan for its entire community (staff and students) on daily screening/symptom monitoring prior to coming onto the campus and staying at home when symptomatic. 	GEDSB COVID -19 Readiness Plan Page 7
X	<ul style="list-style-type: none"> Identification of nearby COVID-19 assessment centres where international students and their co-arriving family members can get tested. 	GEDSB COVID -19 Readiness Plan Page 6

X	<ul style="list-style-type: none"> <i>In the event of a suspected or confirmed case in an on-campus residential setting, a plan to ensure successful self-isolation of this individual, including provision of self-isolation facilities and essential services to support this isolation.</i> 	<i>GEDSB COVID -19 Readiness Plan Pages 7 & 8</i>
X	<ul style="list-style-type: none"> <i>The DLI has a protocol for publicly communicating outbreaks of COVID-19 affecting or implicating international students and any immediate family members to the entire school community (staff and students) including, but not limited to, signage posted at entrances and in public spaces, and through online communication, such as websites, social media, and email.</i> 	<i>GEDSB COVID -19 Readiness Plan Pages 7 & 8</i>
X	<ul style="list-style-type: none"> <i>The DLI has a protocol for notifying relevant local, provincial, and/or federal law enforcement authorities of:</i> <ul style="list-style-type: none"> <i>Any compliance issues within the 14-day mandatory quarantine period to law enforcement authorities; and</i> <i>Any cases of COVID-19 infection during the 14-day mandatory quarantine period to local public health units and the Ministry of Education.</i> 	<i>GEDSB COVID -19 Readiness Plan Pages 7 & 8</i>
X	3. DLI's Overall COVID-19 response plan and protocols: The DLI confirms that it has all the protocols in place to ensure the health and safety of its international and domestic students and staff. In particular:	
X	<ul style="list-style-type: none"> <i>Protocols for physical distancing, capacity limits, and mask requirements for staff and students, which comply with applicable requirements and local public health guidelines</i> 	<i>GEDSB COVID -19 Readiness Plan Page 2</i>
X	<ul style="list-style-type: none"> <i>Protocols for hand hygiene</i> 	<i>GEDSB COVID -19 Readiness Plan Page 2</i>
X	<ul style="list-style-type: none"> <i>Protocols for face covering (i.e. non-medical masks)</i> 	<i>GEDSB COVID -19 Readiness Plan Page 2</i>
X	<ul style="list-style-type: none"> <i>Protocols for environmental cleaning (e.g., see <u>Public Health Ontario's Cleaning and Disinfection for Public Settings</u>)</i> 	<i>GEDSB COVID -19 Readiness Plan Page 2</i>
X	<ul style="list-style-type: none"> <i>Protocols for daily symptom screening</i> 	<i>GEDSB COVID -19 Readiness Plan Page 2</i>
X	<ul style="list-style-type: none"> <i>Protocols for communicating infection prevention and control strategies for students and staff</i> 	<i>GEDSB COVID -19 Readiness Plan Page 3</i>
Section B: Pre-Arrival Requirements		

X	1. Requirements are communicated to international students and their co-arriving immediate family members <i>in advance</i> of travel to Canada that explains the following:	
	<ul style="list-style-type: none"> <i>The legal requirement for a 14-day quarantine.</i> 	<i>GEDSB COVID -19 Readiness Plan Pages 2, 5 & 7</i>
X	<ul style="list-style-type: none"> <i>Consequences for breaching quarantine that make specific reference to the Quarantine Act and any DLI-specific policies as relevant.</i> 	<i>GEDSB COVID -19 Readiness Plan Page 10</i>
X	<ul style="list-style-type: none"> <i>An explanation of the need for students to sign an attestation or pledge confirming their understanding of their pre-arrival and quarantine requirements.</i> 	<i>GEDSB COVID -19 Readiness Plan Page 2 & 10</i>
X	<ul style="list-style-type: none"> <i>Details for any institutional policies established by the DLI for this group of students, including but not limited to, additional costs and fees that may be charged to students in order to provide quarantine services during the 14-day initial period as well any additional quarantine periods should the student become a confirmed case.</i> 	<i>GEDSB COVID -19 Readiness Plan Pages 4, 7, 8 & 10</i>
X	<ul style="list-style-type: none"> <i>Mandatory 14-day quarantine by international students and co-arriving immediate family members is provided and/or approved by the DLI:</i> <ul style="list-style-type: none"> <i>At the institution; or</i> <i>At a private quarantine location that meets the requirements set out under 14-Day Quarantine Requirements, with arrangements made prior to arrival and assessed to be acceptable in advance by the DLI and by the Government of Canada at the time and point of entry.</i> 	<i>GEDSB COVID -19 Readiness Plan Pages 2, 5, 7, 9-11.</i>
X	<ul style="list-style-type: none"> <i>Post-arrival logistics which fully detail the quarantine accommodations and logistics and how any medical care or testing will be facilitated as required during their quarantine.</i> 	<i>GEDSB COVID -19 Readiness Plan Pages 5-7</i>
X	2. As a best practice, international students and their co-arriving immediate family members are encouraged to download the Government of Canada ArriveCAN application prior to arrival at the border and complete the information required.	<i>GEDSB COVID -19 Readiness Plan Page 4</i>
X	3. Institutions provide appropriate transportation of international students and their co-arriving immediate family members to their quarantine location consistent with Government of Canada recommendations (i.e., wearing a mask for onward domestic travel; travelling directly to place of quarantine) and plan fully details of transportation arrangements from airport to the quarantine location.	<i>GEDSB COVID -19 Readiness Plan Pages 5-7</i>

X	<p>4. Mandatory 14-day quarantine by international students and co-arriving immediate family members is provided at:</p> <ul style="list-style-type: none"> • The institution; or • A private quarantine location that meets the requirements set out under 14-Day Quarantine Requirements, with arrangements made prior to arrival and assessed to be acceptable in advance by the DLI and by the Government of Canada at the time and point of entry. <p>Post-arrival logistics should fully detail the following:</p> <ul style="list-style-type: none"> • Quarantine accommodations and logistics • How any medical care or testing will be facilitated as required during their quarantine 	<i>GEDSB COVID -19 Readiness Plan Pages 5-7</i>
X	<p>5. Where there are additional costs or fees charged by the DLI to students as a result of this plan, the DLI will ensure and confirm with students in writing that:</p> <ul style="list-style-type: none"> • students are fully aware and have agreed to all costs in advance of departure for Canada; and • any student who chooses not to proceed with their education/training as a result of these additional costs is provided with appropriate refunds of any other fees or tuition paid in advance in accordance with any refund policies and refund requirements that apply to the DLI. 	<i>GEDSB COVID -19 Readiness Plan Pages 4, 10</i>
X	<p>6. For DLIs that are hosting underaged students (under 18 years old), clear designation of custodian status and health care authorization/guardianship.</p>	<i>GEDSB COVID -19 Readiness Plan Page 4</i>
Section C: 14-Day Quarantine Requirements		
	<p>1. Quarantine arrangements for international students and co-arriving immediate family members meet the minimum requirements listed below:</p>	
X	<ul style="list-style-type: none"> • <i>A transportation plan on how the arriving students and their immediate family members will be travelling from their port of entry to their quarantine accommodation that includes:</i> <ul style="list-style-type: none"> ○ <i>Protocols for students and co-arriving immediate family members to be met by the DLI's representative or designate at the point of entry;</i> ○ <i>Protocols for students and co-arriving family to be provided, on arrival, with a new medical mask by the DLI representative or their host</i> 	<i>GEDSB COVID -19 Readiness Plan Page 5</i>

	<p><i>designate and reminded to practice physical distancing and hand hygiene throughout travel;</i></p> <ul style="list-style-type: none"> <i>o Protocols for students and co-arriving family members to be actively screened for signs and symptoms of COVID-19 prior to meeting the DLI representative at the port of entry;</i> <i>o Protocols for students and co-arriving family members to be taken to their quarantine accommodation in a private transportation arranged by the DLI;</i> <i>o Confirmation that there will be no planned or unplanned stops during travel to the quarantine site and that students and co-arriving family members are expected to arrive at their accommodation directly from their port of entry.</i> <p><i>Note: If it is not feasible for a DLI representative or designate to meet students/co-arriving immediate family members at the point of entry, institutions should provide contact information of a DLI representative to the students/co-arriving immediate family members in case any assistance is required, and make arrangements for a virtual check-in post-arrival to ensure that the above stated protocols are followed and provide contact details for a DLI representative or designate that students may contact if needed.</i></p>	
X	<ul style="list-style-type: none"> <i>• Detailed quarantine accommodation options and all associated logistics, that include:</i> <ul style="list-style-type: none"> <i>o A description of the accommodation setting;</i> <i>o Each student or student family unit having their own room with a private bathroom;</i> <i>o Protocols for appropriate accommodations to properly support disabilities or other health conditions.</i> 	<i>GEDSB COVID -19 Readiness Plan Page 5</i>
X	<ul style="list-style-type: none"> <i>• Logistics for supporting students and their family members with essential needs throughout the full duration of the quarantine period, that at a minimum must include:</i> <ul style="list-style-type: none"> <i>o Food and water</i> <i>o Medical care (virtual or in-person as required), including testing</i> <i>o Mental health supports</i> 	<i>GEDSB COVID -19 Readiness Plan Page 5</i>

	<ul style="list-style-type: none"> ○ Social supports ○ Phone or internet services ○ Environmental cleaning protocols 	
X	<ul style="list-style-type: none"> • Protocols for the DLI or designate of the DLI to provide daily monitoring of the students and their immediate family for the duration of their quarantine, through phone calls, texts, or emails by DLI representative or their designate for: <ul style="list-style-type: none"> ○ Development of new symptoms ○ Compliance with the quarantine ○ Ensuring their essential needs are met 	GEDSB COVID -19 Readiness Plan Page 6
X	<ul style="list-style-type: none"> • Protocols and mechanisms for students and their family members to notify the DLI representative or their host designate if they develop symptoms and require medical care, including COVID-19 testing. 	GEDSB COVID -19 Readiness Plan Page 6
X	<ul style="list-style-type: none"> • Definitions of protocols, roles and responsibilities for all DLI staff, representatives, and/or designates that include: <ul style="list-style-type: none"> ○ The DLI's Public Health Institutional Readiness Plan ○ Liaising with and supporting public health units in case and outbreak management as appropriate ○ Training on COVID-19 infection prevention and control practices, including how to use personal protective equipment as required ○ Provision of personal protective equipment and other resources required to complete their tasks ○ Provision of all necessary materials and supports to help students and their families to successfully complete their quarantine. 	GEDSB COVID -19 Readiness Plan Pages 5-7
	2. Mitigation of social barriers to support student compliance with individual COVID-19 infection control practices. Plans must include:	
X	<ul style="list-style-type: none"> • Communications plans that provide COVID-19 resources and information to students and their families that are accessible (e.g., plain language, pictures, symbols, available as needed in languages other than English and French as appropriate by students). 	GEDSB COVID -19 Readiness Plan Page 2; Posted on a translatable website
X	<ul style="list-style-type: none"> • Protocols and mechanisms for ensuring that students and their immediate co-arriving family members have access to, or are linked to culturally appropriate: <ul style="list-style-type: none"> ○ Primary care health services; ○ Mental health services and supports; 	GEDSB COVID -19 Readiness Plan Pages 7 & 8

	<ul style="list-style-type: none"> ○ <i>Social services and community organizations as relevant to each student's needs;</i> ○ <i>Anti-racism, and COVID-19 stigma supports; and</i> ○ <i>Mitigation of social barriers to support student compliance with individual COVID-19 infection control practices.</i> 	
Section D: Post-Quarantine Requirements		
	The DLI will continue to support international students and any immediate family members after they complete their 14-day quarantine period and have the following protocols in place:	
X	1. <i>Protocols for maintaining records of the student and their immediate co-arriving family's completion of the quarantine period.</i>	<i>GEDSB COVID -19 Readiness Plan Pages 2, 9 & 11</i>
X	2. <i>Protocols for ongoing communication and resources on COVID-19 provided to students following quarantine.</i>	<i>GEDSB COVID -19 Readiness Plan Pages 7 & 8</i>
X	3. <i>Protocols and mechanisms for ensuring that students and their immediate co-arriving family members have access to, or are linked to culturally appropriate:</i> <ul style="list-style-type: none"> • <i>Primary care health services;</i> • <i>Mental health services and supports;</i> • <i>Social services and community organizations as relevant to each student's needs;</i> • <i>Anti-racism, and COVID-19 stigma supports; and</i> • <i>Mitigation of social barriers to support student compliance with individual COVID-19 infection control practices.</i> 	<i>GEDSB COVID -19 Readiness Plan Pages 7 & 8</i>
X	4. <i>Confirmation that DLIs and/or their host designates are prepared to continue providing all necessary quarantine supports as outlined in Section C should the student and/or their co-arriving family members require an extension of their quarantine period (i.e., tested positive for COVID-19 – see Section E).</i>	<i>GEDSB COVID -19 Readiness Plan Pages 7 & 8</i>
Section E: COVID-19 Testing for Institutions Welcoming International/Domestic Students from Outside Canada		
	International and domestic students, as well as co-arriving immediate family members of international students, who are in quarantine as a result of having entered Canada within two weeks prior to the start of their studies are tested for the COVID-19 virus at least once during their quarantine period.	

	<p>Please note that international students will continue to qualify for publicly-funded testing and testing is available at an assessment centre or a participating pharmacy by appointment only and free of charge. However, in order for asymptomatic international students to access testing at a publicly-funding assessment centre they must have passed their 14-day quarantine period.</p> <p>Symptomatic students should be tested, as soon as possible, and can make an appointment at assessment centres (not at pharmacies) or can be tested at the institution's on-site testing centre.</p> <p>Plans must include the following:</p>	
X	<ul style="list-style-type: none"> <i>Protocols for implementing COVID-19 testing, arranged for by the DLI, of all students who have entered Canada prior to the start of their studies by Day 14 of their quarantine</i> 	<i>GEDSB COVID -19 Readiness Plan Page 6</i>
X	<ul style="list-style-type: none"> <i>Where testing will not take place in the same site as the quarantine, plans must provide full details of transportation to and from the testing site provided by the DLI that include provision of non-medical masks, any other personal protective equipment, social distancing, and protocols for limiting any unnecessary contact with any other person while outside of quarantine for testing purposes. DLIs are to arrange and support students in meeting this requirement as much as possible.</i> 	<i>GEDSB COVID -19 Readiness Plan Pages 7 & 8</i>
Section F – School board resolution (to be completed by school boards only)		
	<ul style="list-style-type: none"> <i>School board resolution approving an international student program that meets current federal and provincial requirements for the 2020-21 school year.</i> 	

Study in Grand Erie District School Board as an International Student

COVID -19 READINESS PLAN 2020-21



SUCCESS for Every Student

Welcome

We look forward to welcoming you to Grand Erie. We are trying to slow the introduction and spread of COVID-19 and keep all of our students, staff and host families safe. As an international traveler to Canada, you will need to:

1. Follow and complete the expectations outlined in this International Student COVID-19 Protocol Addendum
2. Complete and submit the Daily Self-Monitoring Form upon completion of the self-isolation to info@granderie.ca
3. Complete and submit the Pre-Arrival and In-Quarantine Plan Attestation

Overall Requirements

Enforcing the Quarantine Act



The Government of Canada has put in place emergency measures to slow the introduction and spread of COVID-19. Travellers to Canada, including International Students must quarantine for 14 – days; provide contact information; and, self-monitor for symptoms.

- <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html#a1.5>

In the province of Ontario, a COVID-19 test with a negative result is also a requirement following the quarantine period.

Students must:

Practice Physical Distancing



A minimum of 2 metres of physical distance must be maintained at all times. Where physical distancing is not possible, a non-medical mask must be worn.

Physical Distancing Fact Sheet

- <https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-guide-physical-distancing.pdf?la=en>

Practice Frequent Hand Hygiene

How to Wash Your Hands/How To Use Hand Sanitizer Fact Sheet



<https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-hand-hygiene.pdf?la=en>

Wear a Suitable Non-Medical Mask



A non-medical mask must be worn when physical distancing is not possible; and while in transit, unless in a private vehicle.

When and How to Wear a Mask Fact Sheet

- <https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-how-to-wear-mask.pdf?la=en>

Non-Medical Masks and Face Covering Fact Sheet

- <https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/2020/05/factsheet-covid-19-non-medical-masks.pdf?la=en>

Have a Suitable Place to Quarantine/ Self-Isolate



Students should have a private separate space; access to the necessities of life; and, is not shared with those at risk of more severe disease. You must be able to go directly to the place of quarantine using private transportation and must avoid contact with others while in transit.

How to Self-Isolate Fact Sheet

- <https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-how-to-self-isolate.pdf?la=en>

Practice Environmental Cleaning of High Touch Surfaces



Students are expected to practice frequent cleaning and disinfection of their quarantine space while in self-isolation.

Cleaning and Disinfection for Public Settings Fact Sheet

- <https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-environmental-cleaning.pdf?la=en>

Complete Daily Self-Assessment Screening



During the 14-day Quarantine period and, daily before leaving for school, after having had a COVID-19 test with a negative outcome

- <https://covid-19.ontario.ca/self-assessment/>

Grand Erie District School Board's Communication with Families and Students

Information about COVID-19 infection prevention and control strategies can be found in several documents located at: <https://granderie.ca/board/parentportal/COVID-19-in-Grand-Erie-Schools>

- Introductory Letter to Parents
- Frequently Asked Questions About COVID-19
- COVID -19 Test and Outbreak Reports

Disclaimer: As of November 17, 2020, some designated learning institutions are now able to reopen to international students. If you plan to come to Canada as an international student, the designated learning institution of your choice must be on the list of those with an approved COVID-19 readiness plan before you travel to Canada. You must also have a valid study permit or have been approved for a study permit.

This change doesn't affect study permit holders already in Canada who are attending a school in Grand Erie District School Board. You can continue to study but if you leave Canada, you may not be able to return if Grand Erie District School Board does not have a COVID-19 readiness plan approved.

Your travel to Canada will be considered essential (non-discretionary) if you have all the required documents and Grand Erie DSB is on the approved list.

Should students unexpectedly arrive with their parents/guardians who have obtained a work permit, Grand Erie DSB will endeavour to provide online learning for the partial or full 2020-21 school year, with the goal to transition to in-person once the 14-day quarantine and COVID -19 negative test result has been confirmed.

Pre-Arrival Plan Requirements

Communication and Relationship Building

- Maintain communication with Grand Erie DSB; host family/custodian/homestay coordinator about your arrival, quarantine plan and any other expectations
- If staying with a host family/custodian/homestay coordinator, consider connecting using FaceTime, Zoom or Skype to get to know each other prior to your arrival
- Confirm the time you will be arriving, and who will be meeting you when you arrive at the airport. Please note drivers will not be allowed to enter the building.
- Use of a cell phone will be necessary and it is recommended that the phone number of the individual providing the transportation
- A laptop is strongly recommended for study in Canada

Pre-Arrival Plan Requirements

Preparing for a 14-Day Quarantine

- Download the ArriveCAN App and register (Android or iPhone)
- Make a plan with your parents for your physical and emotional wellness during the 14-day quarantine. Consider things that you could bring to keep you entertained during this time.

Medical Check/Testing

Students who are able to obtain a medial clearance letter/certificate, COVID-19 or antibody test are asked to bring this documentation/test results with them when they travel to Canada

Please note that a COVID-19 test with a negative result will not change the requirement to quarantine for 14 days upon arrival as this is mandatory for all travellers arriving in Canada.

In Ontario, a COVID-19 test with a negative result is also a requirement following the quarantine period. Your host family/custodian/homestay coordinator will need to arrange an appointment with a COVID Assessment Centre. Testing is a free service if you have an Ontario Health Card.

Students and their families need to be fully aware and agree that there may be additional costs and fees related to this COVID-19 plan, (quarantine services during the 14-day initial period as well as any additional quarantine periods) in advance of departure for Canada.

Should you choose not to proceed as a result of additional costs, a refund of tuition paid in advance will occur. Please note that the application fee is non-refundable.

Arrival Plans to be Completed

- Prior to arrival you must provide your information to the Canadian government through ArriveCAN for approval
- Upon your arrival you will be given a Token Number which you must enter into the ArriveCAN app. The Government of Canada will monitor your 14-day quarantine. If you fail to do so, you will be fined.

What to Bring

In your carry on, pack the following:

- Passport
- Study Permit
- Letter of Acceptance
- Custodianship Documents (if you are under 18 years of age)
- Confirmation of health insurance coverage (confirmed in Letter of Acceptance)
- Host Family Profile and Contact Information
- Copy of the Self-Isolation Plan signed by you and your parents/guardians
- Prescription medication & hygiene products
- Change of clothes in case your luggage is delayed
- 2 masks; travel-sized (100 ml) hand-sanitizer, and disinfecting wipes.
- In addition, please bring in your luggage:
- 30 disposable and 2 or more cloth face masks,
- One large bottle of hand sanitizer, on box of nitrile gloves, and, if possible, a thermometer
- Clothing for 14-days

Travel Plan Requirements

On your way to the airport, in the airport and during flight(s), you must follow the following protocols:

- Wear a suitable non-medical mask while in transit
- Practice frequent hand hygiene: washing hands with soap or using hand sanitizer for at least 15 seconds
- Practice social distancing of at least 2 m and touch as few surfaces as possible
- Sanitize your personal space and high-touch areas (arm rests, seat belts, tray tables, screens)
- Minimize washroom use as much as possible
- Keep your cellphone charged and wipe down frequently
- Bring your own food and refillable water bottle
- Change your mask each time you change planes/airports

Arrival and In-Quarantine Plan Requirements

After your arrival at Pearson International Airport in Toronto:

- Contact (call or text) your host family/custodian/homestay coordinator and confirm your pick-up point
- Have your documents ready for Immigration that were recommended under What to Bring
- Maintain physical distancing of 2 m at all times
- Handle your own luggage when picking it up

All travellers will be required to undergo screening by Immigration to assess symptoms.

If you are a new student who has a study permit approval letter, you will need to pick up your Study Permit before picking up your luggage.

While being transported from airport to your quarantine location:

- Wear a new suitable non-medical mask
- You must be met by your host family/custodian/homestay coordinator who will screen for signs and symptoms of COVID-19 using the questions in self-assessment tool
- Load your own luggage into the private vehicle you will be transported in

The Host Family/Custodian/Homestay Coordinator will

- Remind you to: wear a new non-medical mask; practice physical distancing; and hand hygiene throughout travel
- Transport you directly to the quarantine site with no stops unless urgent medical care is needed. In the case of the later, health care providers need to be informed of the mandatory quarantine.

Host Family/Custodian/Homestay Coordinator Will Provide:

- A separate bedroom
- A private bathroom or if sharing, cleaning products to be used after use
- Accommodations that support disabilities or health conditions, if required
- Accommodations that are not with/among vulnerable people or in a group setting
- Three meals per day, and other necessities of life
- Medical care, including testing
- Phone or internet services
- Laundry facilities and regular linen changes
- Environmental cleaning products
- Access to Mental Health and Social Supports

In-Quarantine Plan Requirements

All travellers to Canada are required quarantine for 14-days as required under the Government of Canada's Quarantine Act. Students will need to remain in their room for 14-days and avoid contact with others by a distance of 2 metres.

After arrival, officials from the Government of Canada will call you to monitor your compliance with the mandatory quarantine.

Host Family/Custodian/Homestay Coordinator Must:

- Ensure student self-monitors and uses the ArriveCAN app for daily symptom reporting
- Monitor development of new symptoms
- Enforce compliance with the 14-day quarantine
- Ensure the essential needs of the student are met
- Be accessible by phone, text message, FaceTime and other forms of safe communication

Student Responsibilities:

- Stay home for the 14-days away from other people, except if urgent medical care is needed
- Monitor symptoms or signs of COVID-19 daily
- Take and record your temperature to monitor for a fever
- Separate yourself from other people in your home
- Maintain hand hygiene frequently
- Cover your cough and sneezes
- Clean and disinfect frequently touched surfaces

The Student Must Notify Their Host Designate if They:

- Develop symptoms
- Require medical care; and/or a COVID-19 test

Host Family/Custodian/Homestay Coordinator Will:

- Transport the student to and from a COVID-19 testing site following the 14-day quarantine

Assessment Centre locations for Grand Erie DSB students and their families:

■ BRANTFORD:

Brant Community Healthcare System

200 Terrace Hill Street,
Brantford, ON N3R 1G9

Phone: 519-751-5818

Hours: Monday - Sunday: 8 a.m. to 4 p.m.

Appointment preferred (wait times may be longer for walk-ins). Can test all ages.

Public Health Unit: Brant County Health Unit

■ HAGERSVILLE:

West Haldimand General Hospital

75 Parkview Road,
Hagersville, ON N0A 1H0

Phone: 905-768-3311 Ext. 1113

Hours: Monday - Friday: 9 a.m. to 3 p.m.

Appointment only. Call to check if the centre tests all ages.

Public Health Unit: Haldimand-Norfolk Health Unit

- Call the assessment centre or your local public health unit if you have questions.
- Additional locations in other areas can be found using this link:
<https://covid-19.ontario.ca/assessment-centre-locations/>
- You must wear a non-medical mask; practice physical distancing and limit unnecessary contact with others

In-Quarantine Requirements

If You Develop Symptoms or are Diagnosed with COVID-19:

- Complete the daily self-monitoring form (Appendix 1) to monitor their well being.
- If experiencing even mild symptoms including fever, chills, cough, shortness of breath, loss of sense of smell, headache, muscle ache, fatigue or loss of appetite, contact your host family/custodian/supervisor.
- Use Ontario self-assessment tool and seek medical attention as necessary.
- To avoid spreading COVID-19, the following may occur:
 - Student will remain in the accommodation, in accordance with Public Health direction
 - Natural parents/agents will be informed

Post-Quarantine Plan Requirements

Students will:

- Complete and submit the Daily Self-Monitoring Form upon completion of the 14-day quarantine.
- Once the 14-day quarantine is complete and a COVID-19 test with a negative outcome is completed, the student and/or host family/custodian/homestay coordinator needs to notify Grand Erie District School Board by phone (51) 756-6301 ext. 274224 or Toll-free 1-888-548-8878. You can also contact us through e-mail: info@granderie.ca
- The student and the host family/custodian/homestay coordinator will be invited to attend a Newcomer Reception Meeting at the Joseph Brant Learning Centre at 347 Erie Avenue, Brantford.
- Once registration is complete, the student can begin in-person learning or online learning in Grand Erie DSB.

Following admission to school, the student must:

- Continue to practice hand hygiene: proper washing of hands and/or use of hand sanitizer
 - Hand hygiene will be conducted upon entry/re-entry into school, prior to eating, following washroom use, prior to and following the use of shared materials, etc.
- Continue to practice physical distancing (at least 2m away) from all people who are not members of your immediate household

- In places where physical distancing is difficult, wear a non-medical mask. In our schools,
 - Students in grade 4 and higher are required to wear non-medical or cloth masks indoors
 - The wearing of non-medical or cloth masks indoors is encouraged for younger school-aged children, particularly in common spaces
 - Your host family/custodian/homestay coordinator is responsible for providing you with a non-medical or cloth mask(s)
 - The use of masks is not required outdoors for adults or children if physical distancing of a least 2-metres can be maintained between individuals
 - In situations where a student cannot tolerate wearing a mask due to a medical condition, etc., an exemption can be granted
 - When wearing a medical mask, you should wash your hands before putting on the mask and before and after removing the mask
 - If you do not have a face covering, they will be provided a non-medical mask by the school. A supply of face coverings is being provided to the Board through the Ministry.
- Continue to use the Self-Assessment tool, daily
- Monitor the Grand Erie DSB website for the latest communication - <https://granderie.ca/board/parentportal/COVID-19-in-Grand-Erie-Schools>
- Follow and respect the Government of Canada health directives
- Follow and adhere to all Local Public Health Unit directives
- If ill, notify the host family/custodian/homestay coordinator and not attend school or be in social contact with others

Post-Quarantine Plan Requirements

Supports for Students

Grand Erie District School Board is dedicated to providing culturally responsive services and programs for English Language Learners that will improve the school experience and success for all students.

All students attending Grand Erie District School Board have access to supports and services to address social-emotional and mental health concerns. To promote a sense of safety, wellness and belonging in the classroom, our educators received training in School Mental Health Ontario Educator Resources and have been encouraged to utilize these resources regularly in classrooms.

In addition, our Social Work and Psychological Services team offer mental health support to students. School Social Workers are also delivering services virtually to support student mental health needs. Virtual and phone-based service options will continue to ensure Social Workers are accessible for students and families.

If you have a concern you are encouraged to connect with a teacher or Principal so that they can assist you with Grand Erie DSB or community-based services.

Once the 14-day quarantine is complete and a COVID-19 test with a negative outcome is completed, the host family/custodian/homestay coordinator and the student will be invited to attend a Welcome Reception Meeting at Grand Erie District School Board. Once registration is complete, the student can begin in-person learning or online learning in Grand Erie DSB.

Grand Erie District School Board Outbreak Management Plan

Grand Erie follows the Ministry of Education's Operational Guidance for COVID-19 Management in Schools available at:

- <https://www.ontario.ca/page/operational-guidance-covid-19-management-schools>

Grand Erie's outbreak protocols, which align with the provincial guidance will focus on the following foundational components of an effective Outbreak management plan:

- Ensuring public health guidance is direction is followed
- Ensuring strong communication channels exist with public health
- Encouraging daily self-assessments
- Symptom awareness
- PPE Compliance
- Cleaning and Disinfecting
- Contact tracing and record keeping
- Communication with communities; including an outbreak FAQ on board website <https://granderie.ca/board/parentportal/COVID-19-in-Grand-Erie-Schools>
- Management of the closure of a classroom, a section of the school or the full school

In addition, the following information outlines our communication process to families and students.

- If a student or staff member tests positive for COVID-19, you will be informed as soon as possible
 - For privacy reasons, your identity if you test positive for COVID-19 will not be disclosed
 - The local health unit will provide public health guidance and direction if you are affected, and will be in direct contact if you have been deemed a close contact to a positive COVID-19 case.
 - In most situations, individuals classified as a close contact to a COVID-19 case, will be told to self-isolate for 14 days. Any siblings or family members who reside in the same household will also be directed to self-isolate
- If a COVID-19 outbreak is declared in a school, you will be informed as soon as possible
 - An outbreak is defined as two or more lab-confirmed COVID-19 cases within 14 days of each other
 - The local Medical Officer of Health will provide public health guidance and direction when an outbreak is declared, and Grand Erie's Director of Education, Senior Administration, Health & Safety Manager and School Administrators, staff and students" will follow this direction
 - An outbreak may result in the closure of a school, if a majority of students and staff members are directed to self-isolate for 14 days by the Medical Officer of Health

DAILY SELF-MONITORING FORM

Appendix 1 - Use to keep track of your daily symptoms while self-monitoring

Last Name:	First Name:	Birthdate:	School:	Date Symptoms started (if applicable):
Monitoring Start Date (date arrived in Canada or date of last exposure to a COVID case):		Monitoring End Date:		Date each day, check your temperature and then review the list for any symptoms (indicate YES or NO)

	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7*	Day 8	Day 9	Day 10	Day 11	Day 12	Day 13	Day 14*
Date (month/day)														
Temperature (in degrees Celsius)														
Monitor your health for the following symptoms and write YES or NO each day.	If you develop symptoms inform your supervisor/custodian.													
Chills or Feverish														
Difficulty breathing or shortness of breath														
New or worsening cough														
Runny Nose														
Nausea or Vomiting														
Diarrhea														
Sore throat														
Tiredness / Fatigue														
Muscle aches														
Headache														
Conjunctivitis (pink eye)														
Loss of sense of smell														
Generally feeling unwell														
Other, specify:														
No Symptoms? (Check box):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Symptoms Monitored by (Name):														

*On day 7 and 14 of self-isolation forward a copy of this monitoring form to xxxx@granderie.ca

*On day 14 of self-isolation, the supervisor/custodian must make arrangements for the student to safely visit an assessment centre for a COVID19 test.

If your symptoms continue past the 14 day period, contact your custodian to arrange for a medical checkup.

Self-Isolation/ Quarantine Plan

Please read, check boxes to indicate your agreement, sign and date.

- A 14-day quarantine is a requirement of the federal government and is not optional for all students who travel internationally.
- A COVID-19 test with a negative outcome at the end of the quarantine is a Provincial requirement.
- I have registered using the ArriveCAN App for presentation at the airport upon arrival in Canada.
- We confirm that appropriate medical insurance is effective as of the date of arrival in Canada, which includes coverage for COVID-19 during the quarantine period.
- We confirm, the student will go directly to the place of quarantine, without stopping anywhere and remain there for 14 days.
- We confirm the student has a suitable place to isolate where they will have access to basic necessities such as food and medication.
- We confirm the student will not go to school, work, or other public areas and community settings.
- We confirm the student will not have visitors and will stay in a private space such as a bedroom or yard if fresh air is needed
- We confirm the student will remain a distance of at least 2 meters from others.
- We confirm the student will be monitored for symptoms of COVID 19
- We confirm that if symptoms develop, medical attention will be sought, and prescribed treatment(s) will be followed, and the quarantine period will be extended an additional 14 days following the appearance of symptoms.
- We confirm the student will undergo a COVID 19 test, on the last day of the quarantine period.
- We confirm we are fully aware there may be additional costs as a result of the COVID-19 Readiness Plan and we agree in advance to all costs
- We are aware that any violation of the quarantine protocol will result in immediate removal from program and the student will have to return to the care of their natural parent(s) or an alternate custodian as legally authorized through a document notarized in Canada or in the home country of the student.
- We have read in full, understand and agree to comply with the requirements in this International Student COVID-19 Protocol document.

Student:

By signing below, I affirm that I have read in full, understand, and agree to comply with the expectations in this plan. I clearly understand that if I do not follow these expectations, I risk being dismissed from the academic program.

Parent:

I am aware of the student's requirements to comply with the Government of Canada Quarantine Act; local public health requirements; and, serious consequences/penalties for not complying with the Act. I understand that students and parents are responsible for any government-imposed fines incurred due to the breach of the Quarantine Act and regulations from the Governments of Canada and Ontario.

Please include all travellers, if applicable, accompanying the student into Canada and also fill in all fields in the form on the following page.

Traveler 1 Student Name (As it appears on the passport)	Student First Name:	Student Last Name:
	Primary Contact:	

Traveler 3 Name (As it appears on the passport)	First Name:	Last Name:
	Relationship to #1	Primary Contact

Traveler 2 Name (As it appears on the passport)	First Name:	Last Name:
	Relationship to #1	Primary Contact

Traveler 4 Name (As it appears on the passport)	First Name:	Last Name:
	Relationship to #1	Primary Contact

Primary Contact Information	Phone Number:		Email Address:	
Arrival Information	Arrival Date	Arrival Time	Airline	Flight Number
Primary Contact Signature			Date:	
Name of person (supervisor) with whom isolation will take	First Name:		Last Name:	
Location of Self-isolation	Address:		City:	
Supervisor Contact Information	Phone Number:		Email Address:	
Supervisor Signature			Date:	
Supervisor Relationship	<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Other (Please specify):			
Parent Name	First Name:		Last Name:	
Parent Signature			Date:	
Relationship	<input type="checkbox"/> Mother <input type="checkbox"/> Father			



349 Erie Avenue,
Brantford, Ont., N3T 5V3

Telephone: 519-756-6301 | **Toll Free:** 1-888-548-8878

Email: info@granderie.ca
granderie.ca



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GRAND ERIE DISTRICT SCHOOL BOARD

TO: JoAnna Roberto, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Summary of Accounts – November 2020**
DATE: December 14, 2020

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board receive the Summary of Accounts for the month of November 2020 in the amount of \$16,795,138.51 as information.

Rationale/Background

The summary of accounts for the Grand Erie District School Board for each month is provided to the Board.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer



Special Education Advisory Committee SEAC 20-02

H-1-b

Virtual MS Teams

Thursday, October 15, 2020 – 6:00 p.m.

MINUTES

SEAC Members

Present: Chair T. Waldschmidt, L. Boswell, P. Boutis, C. Brady, T. Buchanan, B. Caers-Bruce, R. Collver, L. DeJong, A. Detmar, M. Gatopoulos, K. Jones, N. Schuur, L. Scott, CA Sloat, J. Trovato

Regrets: M. Carpenter, W. Rose, T. Wilson, R. Winter

Resource Staff

Present: P. Bagchee, L. Boudreault, K. Mertins, S. Slaman, L. Thompson, J. White

Recorder: P. Curran

Guests: J. Gemmill, ITS Staff, J. Roberto, Director of Education

A - 1 Opening T. Waldschmidt

(a) Welcome T. Waldschmidt

Chair Waldschmidt welcomed everyone, called the meeting to order at 6:00 PM and welcomed new members Amanda Detmar representing Woodview Mental Health and Autism Services and community representative Mike Gatopoulos.

(b) Chair Waldschmidt read the Land Acknowledgement Statement.

(c) Agenda Additions / Deletions / Approvals T. Waldschmidt

- i. Add C-1 (d) Native Representative to SEAC Update – L. Thompson
- ii. Add C-1 (e) Updating SEAC Information and Meetings on the Board's website – L. Thompson
- iii. Add C-1 (f) Improving Community Communications – L. Thompson

Moved by: K. Jones

Seconded by: P. Boutis

THAT the SEAC 20-02 Agenda for October 15, 2020 Meeting be approved as amended.

Carried

B - 1 Timed Items T. Waldschmidt

(a) Greetings Director J. Roberto
Director Roberto thanked members for allowing her to attend the virtual meeting and to share the items SEAC is currently working on.

(b) Rick Hansen Foundation – School Partnership Initiative K. Mertins



Special Education Advisory Committee SEAC 20-02

H-1-b

Virtual MS Teams

Thursday, October 15, 2020 – 6:00 p.m.

Grand Erie DSB partnered with RHF which provides access to teaching resources for Kindergarten to G12 students in both official languages.

The material helps teachers promote access and inclusion and partnership includes an ambassador program which provides a class speaker to help facilitate student understanding.

Materials are available at no cost to the public and the RHF revised lessons into Little Big Lessons to help parents who are teaching at home.

<https://www.rickhansen.com/little-big-lessons>

Use of the website and materials was lower than anticipated which was attributed to the labour disruptions and the onset of the pandemic. An increase in use occurred during the school shutdown.

The Board will continue to promote the RHF resources as well as the International Day of Persons with Disabilities on December 3, 2020.

C - 1 Business Arising from Minutes and/or Previous Meetings

T. Waldschmidt

(a) Ratification of Minutes September 17, 2020 Meeting

T. Waldschmidt

Moved by: P Boutis

Seconded by: L. Boswell

THAT the Minutes of SEAC 20-01 held September 17, 2020 be approved as distributed.

Carried

(b) Grand Erie's Roadmap

L. Thompson

Members reviewed the revised document and would like to see it included on the website as it is more comprehensive than the Parents' Guide to Special Education but more reader friendly than some of the standards.

Suggestions for further revisions included:

Page 1

DID YOU KNOW?

Where to Find Help and Support

- o Change Ontario Early Years Centre to EarlyON Child and Family Centres

Top Ten Advocacy Tips

6 – Remain professional, focused and positive.

- o Often people are stressed and may feel badly if unable to remain professional, focused and positive. – this tip will be deleted.

#8 – Be prepared before meetings.

- o Changing to “do your best to be prepared before meetings”



Special Education Advisory Committee SEAC 20-02

H-1-b

Virtual MS Teams

Thursday, October 15, 2020 – 6:00 p.m.

Page 2

#3 - IPRC Attendees

- o Must have minimum of three attendees locally and three for area IPRC

Page 3

Individual Education Plan (IEP)

#3. Your child may have an IEP created based on their strengths and needs without formal identification through the IPRC process.

Amend to: *The Ontario Human Rights Code permits your child to receive an IEP created based on their strengths and needs without formal identification through the IPRC process.*

Page 4

Preventing Conflict through the Cultivation of a Positive School Climate

- o Concise information is helpful and easy to read but suggested including a link to the one page in Standard 10.

Distribution

Through GEPIC electronically or through annual meeting

Consider requesting school administrators share it with School Councils.

- (c) Update – Special Education and the Virtual Learning Academy (VLA) J. White

Students with Special Education needs in Self Contained classes continue to be supported virtually by their self-contained classroom teacher through synchronous and/or asynchronous learning.

Students who have chosen to learn virtually and who have Special Education needs are supported by the virtual academy teacher. They continue to be connected to the home school for resource supports with a current focus on LRT's supporting VLA teachers to update IEP's and to ensure they understand student strengths and needs as it relates to the supports they may require from the VLA teacher.

One way to provide students with support is through the web-based licenses. Grand Erie DSB continues to provide Lexia licenses for students with reading needs. This year we are also offering licenses for students on alternative curriculum with a program called TeachTown. TeachTown Basics assists teachers in programming for functional academics and Transition to Adulthood modules which cover daily living skills like banking, shopping, cleaning, etc.

VLA students with assigned SEA technology devices are able to use their devices at home. Training and support are provided virtually by LEARNStyle and our Lead EA for SEA. Our SEA Teacher Technician supports VLA teachers with ways to use assistive devices and software to support students.

Consideration for sending other SEA devices home is based on parent request and given on a case-by-case basis according to curriculum needs, safety, and the requirement for



H-1-b Special Education Advisory Committee SEAC 20-02

Virtual MS Teams

Thursday, October 15, 2020 – 6:00 p.m.

professional supervision. Other types of devices that have been sent home are walkers and FM equipment for hearing.

We are continuing with our model of tiered intervention with the first tier of support coming from the school LRT. VLA teachers will be guided to reach out to home school LRT's when students are presenting with challenges in the VLA as a first step for problem solving. Some examples of LRT support to VLA classroom teachers would be implementing IEP's, coordinating Lexia[®] and TeachTown supports for students, co-planning modified or alternative programming. Access to system staff and supports as needed/required would also occur through the home school in school or resource team meeting processes

Recently we began working through a needs assessment in the VLA for EA support. EA's continue to remain allocated to the home school, but in some situations may be providing shared support to students in the VLA. Currently the focus has been on pervasive needs in the area of alternative programming, nonverbal/minimally verbal communication, or other unique supports such as ASL. EA support may include individual synchronous meetings, preparing of tangible materials or activities for use at home based on direction coming from the VLA teacher for this support.

Some students in the VLA require an educational assessment using the Academic Achievement Battery. If the Resource Team concludes that this is necessary, arrangements can be made with the parent for the student to go to an isolated room in the home school for an assessment with the LRT.

The delivery of Psychological and Speech-Language Services has resumed with face to face work being organized in the home school and those services that can be delivered virtually being done so over a Microsoft Teams platform.

Staff continue to develop resources in our Professional Learning Environment specific to new areas of Professional Development that VLA teachers may require, e.g., accommodations to consider in VLA /other resources for VLA teachers on IEP's

<http://web.teachtown.com/>

- (d) Native Representative to SEAC Update L. Thompson

The Superintendent responsible for Indigenous Education confirmed she will make a request for interested persons to sit on SEAC at her next meeting.

B Caers-Bruce indicated her teaching partner who is interested in SEAC. She will ask her to contact the Recording Secretary directly.

- (e) Updating SEAC Information and Meetings on the Board's Website L. Thompson
Public meetings are noted on the facing page of the website under the Grand Erie Event Calendar. The live link for YouTube meetings is placed there just prior to the meeting and is available by clicking the meeting information.



Special Education Advisory Committee SEAC 20-02

H-1-b

Virtual MS Teams

Thursday, October 15, 2020 – 6:00 p.m.

Consider placing a link next to the meeting date in the SEAC schedule section. Agenda packages will be sent to the Board's communication team for posting on the Friday prior to the meeting.

SEAC minutes will be posted once approved by the Board.

- (f) Improving Community Communications L. Thompson

OReg 464/97, <https://www.ontario.ca/laws/regulation/970464>
the governing document for SEAC has no requirement for community outreach.

One member commented her previous experience in a larger board provided more connection and networking opportunities with families. She is hopeful this can be achieved in Grand Erie as the geographic spread lends a feeling of isolation.

She also mentioned this board had an annual Special Education Fair and questioned if a night to discuss IEP or IPRC may be a way to engage parents.

Members were reminded to be mindful of additional tasks for staff at this time and to be aware of privacy concerns.

Agency representatives work hard at linking information and many have parent groups that meet regularly.

Grand Erie DSB also provides an opportunity for parent feedback, through the link on our Special Education Plan.

Lansdowne CC, Woodview MH & A Services and Contact Brant all have parent groups where special education information may be shared.

Important to keep parents on topic at general meetings and not share personal information especially that which breaches privacy boundaries.

Members noted other parent groups that have dwindled over the years and the annual public meetings that had more staff than parent participants.

Other suggestions were to flag what parents are looking at on our website to know where most concerns lie and to promote information through GEPIC and school councils in September.

One member suggested considering a virtual chat with the community in the spring moderated by any interested SEAC members.



H-1-b Special Education Advisory Committee SEAC 20-02

Virtual MS Teams

Thursday, October 15, 2020 – 6:00 p.m.

D - 1 New Business

T. Waldschmidt

(a) Annual Update – Multi-Year Accessibility Plan 2017-22

K. Mertins

The framework for our plan comes from the Accessibility for Ontarians with Disabilities Act (AODA).

Section 9 outlines the amendments made this school year, noting that work on this was interrupted by the pandemic.

Further to the partnership with the Rick Hansen Foundation, this information was included in the MYAP.

Also, the Grand Erie website has met the criteria for public organizations, and revision of the parent portal is beginning.

Ed Tech and Student Success staff worked with teachers to help them learn how to use Bright Space for all learners <https://www.d2l.com/k-12/>

The update also lists changes to remove barriers and increase accessibility in various buildings across the board including physical upgrades and the addition of Braille signage.

New signage will be placed in buildings inviting members of public to share accommodation needs with staff.

As time and finances permit, Facility Services will hire an Accessibility Consultant to review some of the buildings in our board.

A reminder of the December 3, 2020 International Day of Persons with Disabilities was provided.

(b) Standard 14 – Equipment

L. Boudreault / S. Slaman

The purpose of this document in the Special Education Plan is to inform parents of equipment and how it is funded by the board and ministry.

Assistive technology is a per pupil finite amount. Requests are approved through a SEA Committee; this year a virtual interview will be included in the documentation required for AT.

Claims based funding is in place for auditory, physical and other equipment, but not AT. A professional assessment is required.

Regular stock of Personal Protective Equipment is provided to staff, following the procedures for purchasing, assigning, replacing, disposing and storage. If a significant amount of PPE equipment is required it could be submitted for payment through SEA though they usually just order equipment as needed.



Special Education Advisory Committee SEAC 20-02

H-1-b

Virtual MS Teams

Thursday, October 15, 2020 – 6:00 p.m.

E - 1 **Other Business** T. Waldschmidt

(a) Nil

F - 1 **Standing Items** T. Waldschmidt

(a) Nil

G - 1 **Information Items** T. Waldschmidt

(a) Nil

H - 1 **Community Updates** T. Waldschmidt

(a) National Disability Month – October

T. Buchanan advised members of this event and noted Community Living Brant has partnered with Supported Employment.

On October 22nd, the Paris Dam will be lit up with CLB colours and public are encouraged to wear dark blue or purple in support.

I - 1 **Correspondence** T. Waldschmidt

(a) LDAO SEAC Circular – October

L. Boswell noted the reference to October slated as Learning Disabilities Awareness Month which is not listed on our website. Superintendent Thompson will follow up by promoting it on social media.

(b) Ltr – AMDSB – After School Skills Development Program Feb 18, 2019 (sic)
No discussion

J - 1 **Future Agenda Items and SEAC Committee Planning** T. Waldschmidt

(a) Smart Goals in Reference to IEP Planning – P Boutis

(b) Grade 3 CCAT Results – CA Sloat

K - 1 **Next Meeting** T. Waldschmidt

(a) Thursday, November 19, 2020 | MS Teams | 6:00 p.m.

L - 1 **Adjournment** T. Waldschmidt

Moved by: T. Buchanan

Seconded By: L. Boswell

THAT the SEAC 20-02 meeting of October 15, 2020 meeting be adjourned at 7:31 p.m.

Carried



MINUTES
(Chair –Andrea Murik)

1.0 Roll Call

Employer Representatives:

Lena Latreille	Business Services (Certified Member) (<i>Co-Chair</i>)
Griffin Cobb	Secondary School Administration (Certified Member) (Teams)
Cheryl Innes	Elementary School Administration (Certified Member) (Teams)
Philip Kuckyt	Transportation Services (Teams)
Tom Krukowski	Facility Services (Teams)

Employee Representatives:

Andrea Murik	Secondary Teachers (Certified Member) (<i>Chair</i>)
Jennifer Orr	Elementary Teachers (Certified Member)
Nancy Hondula	CUPE Educational Assistants (Certified Member)
Paul Keresturi	Secondary Occasional Teacher- (Teams)
Angela Korakas	Designated Early Childhood Educator (Certified Member)
Jennifer Faulkner	CUPE Clerical/Technical (Alternate)
Laura Adlington	Professional Student Services Personnel
Laura Mels	Non-Union (Teams)
Amanda Baxter	Elementary Occasional Teachers (Certified Member)
Denise Kelly	CUPE Facility Services

Resource:

Recording Secretary:

Mandy DePlancke	Human Resources Assistant
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Regrets:

Elizabeth Armstrong	CUPE Clerical/Technical (Certified Member)
Janice Wilkie	Health and Safety Officer

This meeting was held in the Thayendanegea at the Joseph Brant Learning Centre with some committee members attending in person, while other were present via Microsoft Teams.

2.0 Minutes of Last Meeting

The draft minutes for October 15, 2020 were reviewed.

3.0 Approval of Last Meeting Minutes (October 15, 2020)

The minutes were approved with minor grammatical changes.

4.0 Agenda Additions

- 6.4 Outdoor Lighting Concerns at Schools
- 6.5 Swiping/Sign in for Board Buildings



H-1-c Joint Occupational Health and Safety Committee

November 19, 2020

Microsoft Teams Online Meeting/Thayendanegea Meeting Room

5.0 Unfinished Business – Discussion

(a) Covid-19 Updates

A committee member brought forward a concern about staff that visit multiple locations. The member indicated that these staff members may not be contacted if a positive case arose in a building, they had been in. The Division Manager of Operations and Health and Safety indicated that the Administrator and the Health Unit work closely to review visitor logs, and other tracking mechanisms to ensure the proper people are notified when conducting contact tracing.

The Division Manager of Operations and Health and Safety will also send out a reminder that contractor and maintenance staff are required to sign in when visiting a school.

A question arose regarding sharing of yard duty vests. The Division Manager of Operations and Health and Safety indicated that the vest is not a safety item, it is being used as identification for student's to know who is on duty; the vest does not have to be shared.

5.1 Ministry of Labour Reports- Tollgate Technological Skills Centre- February 2020

March: The Ministry of Labour conducted a field visit after receiving an anonymous complaint regarding the safety of staff working with a student who has a Be Safe Plan at Tollgate Technological Skills Centre. The Board is working to address the orders received and has requested an extension due to the shutdown of schools as a response to Covid-19.

The committee discussed the completion of Aggression Tracking forms vs. Workplace Violence forms. The Division Manager of Operations and Health and Safety will investigate options for the aggression tracking form, such as a possible fillable electronic form. The committee stressed the importance that these forms are completed. This item will remain on the next agenda.

April: Due to the current conditions regarding Covid-19, the Division Manager of Operations and Health and Safety has requested an extension regarding the orders that were received on March 4, 2020 from the Ministry of Labour. We will provide a further update to the Ministry of Labour once we are back to regular working conditions with students in schools as to the needed actual extension date. This item will remain on the next agenda.

May: With the continued closure of schools and support locations for the remainder of the school year, the Board has been provided with a further extension to complete the orders that were received by the Ministry of Labour. The Health and Safety and Special Education Support teams continue to complete as much work as possible before school returns in the fall. The group has been working to provide information for general de-escalation strategies and data collection to share with employees; with the goal of streamlining aggression and workplace violence reporting. The committee brainstormed ways to share the information with all staff, including casual employees. Ideas included PD Place, staff meetings, and virtual staff meetings for casual employee. It was asked that the committee review the documents provided



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for the next meeting and bring forward any questions or suggestions to better improve the information. This item will remain on the next agenda.

June: The Board continues to work on the orders received by the Ministry of Labour. Once the Board is operating in September, an update will be sent to the Ministry. Concerns were raised by the committee regarding confusion about which forms should be filled out regarding certain scenarios. The Division Manager of Operations and Health and Safety will put the flow chart "GEDSB Reporting Procedure/Policy/Form Options" on PD Place for staff to review each year. This item will remain on the next agenda.

September: An update will be sent to the Ministry of Labour regarding the status of compliance. Adjustments have been made to the classroom and BMS training has occurred with classroom staff. The committee was asked to review the online De-escalation Techniques for Student Problem Behaviour training once it is available for them and provide any feedback to the Division Manager of Operations and Health and Safety. This item will remain on the next agenda.

October: The Board was provided with an extension till November 15, 2020 to comply with the orders received (due to COVID-19 delays) The committee was provided with a draft plan for proposed training for Grand Erie employees relating to preventing and managing student problem behaviour. The proposed training is two-tiered; level one being mandatory on-line training for all staff, with the objective to provide the foundation for staff to understand and prevent problem behaviour and de-escalation techniques in agitated students. Level two will be the traditional Behaviour Management System training that has been offered to staff since 2006. The document detailed the proposed plan to meet the required training requirements put forward by the Ministry order.

A committee member brought forward a concern regarding who would be trained at each school. It was stressed by the member that those trained should volunteer to be trained in BMS and not directed to be trained.

The Division Manager of Operations and Health and Safety asked that committee members review the document and provide any feedback before October 30th prior to the document being sent to Executive Council for approval. This item will remain on the next agenda.

November 2020: The orders specifically related to TTSC have been completed. The Board continues to work on the orders relating to BMS training. This item will be moved to the chart.

5.2 HR4- Health and Safety Policy and Guidelines

October 2020: This policy has been tabled for review at the November meeting.

The committee did review a document to amend the Terms of Reference temporarily during COVID-19 for annual and monthly site inspections.



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The amendment addresses the challenge in completing the Monthly and Annual health and safety inspections due to COVID protocols and the need to control contacts. As well as struggles with supply coverage for site reps to be released to complete these inspections. Annual inspections will be put on hold until January 2021.

Modifications will be made to monthly inspections to allow for only a portion of the building to be done each month (one third) and allow for the participation of just 1 worker site rep to participate if both are not able to. Utilizing upcoming PD days to complete the inspection as supply coverage is not needed. Additional information will be provided to schools on the process shortly.

The amendment document will be forwarded to the committee for signature and then forwarded to Executive Council for approval before being sent to the Ministry of Labour. This item will remain the next agenda.

November 2020: The committee signed the amended document regarding annual inspections. The document will be forwarded to the Ministry. No other revisions were suggested by the Committee. This item can be removed from the next agenda.

5.3 HR5- Harassment

No revision was suggested by the Committee. This item can be removed from the next agenda.

5.4 HR8- Workplace Violence

No revision was suggested by the Committee. This item can be removed from the next agenda.

5.5 Cannabis Issues at GELA

October 2020: A committee member indicated concerns related to a cannabis growing operation down the road from this location and strong odours both inside and outside the building. They indicated that they have contacted several agencies to have this addressed without any success. The Division Manager of Operations and Health and Safety said they would follow up but that we don't have control over these business or activities. It was also noted that the odour from this process is unpleasant but not hazardous. This item will remain on the next agenda.

November 2020: The Division Manager of Operations and Health and Safety indicated that this is not a health and safety concern and we have no control over this businesses. This item will be removed from the next agenda.

5.6 Ventilation

October 2020: The committee asked for an update regarding the status of the review of ventilation systems within the schools. The Division Manager of Operations and Health and Safety will request an update to be shared with the committee from the Division Manager Maintenance, Energy and Capital. This item will remain on the next agenda.



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November: In response to questions brought forward by the committee, the Division Manager of Maintenance, Energy & Capital provided a ventilation system update to the committee by email October 22, 2020. General information was provided to the committee regarding the operation of the ventilation systems and the typical maintenance schedule. He indicated that all systems are in good working order in schools. If any issues arise, GEDSB HVAC maintenance staff or a contractor is contacted to address the issue. During the meeting he indicated that new funding has been announced and the Board is waiting for approval regarding projects.

HVAC improvement projects completed to date include Brier Park, Paris Central, Bellview, Banbury, Lakewood, Lynndale, Oakland-Scotland, Cobblestone, Confederation, Russell Reid, Ryerson, Centennial-Grand Woodlands, Cedarland.

Projects that are currently in progress include Mapleview, St. George, BC. Outstanding locations that are to be completed include Valley Heights and McKinnon Park. Delhi Public, Thompson Creek. This item will be moved to the chart.

Indoor Air Quality Reports

None

6.0 New Business

6.1 Workplace Violence Reporting

A committee member brought forward a concern regarding the completion of Workplace Violence Forms. She indicated that some staff do not understand the purpose of the forms or find them to lengthy to complete. The Division Manager of Operations and Health and Safety indicated that the Workplace Violence Form was developed with input from the Unions, Ministry of Labour and Ministry of Education. The worker committee group indicated that they will continue to look into options to streamline the reporting process and present it to the JOHSC committee as a whole. This item will remain on the next agenda.

6.2 OSSTF COVID-19 Check List for Worksite Health and Safety Reps

The OSSTF union provided a document to their OSSTF health and safety site representatives to note health and safety concerns relating to COVID-19. The committee member indicated that concerns noted to date are in regard to social distancing, and cohorts. It was noted that adequate PPE, sanitizer and soap are readily available. Copies of the completed checklists are being put on a shared JOHSC file in Teams This item can be removed from the next agenda.

6.3 Health and Safety Concern Forms- Waterford Public School

The committee was provided with a copy of the Health and Safety Concern Forms. The concerns are being handled through supervisors in operations as they related to cleaning activities. Cleaning standards are being monitored by supervisors. This item can be removed from the next agenda.

6.4 Outdoor Lighting Concerns at Schools



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A committee member indicated that additional schools have indicated that lights are not on when custodial staff arrive in the morning. No specific schools were provided, a request was made to have the Division Manager of Operations and Health and Safety send out an email to custodial staff to determine which schools are having this issue. All were reminded that a workorder should be put in by staff to address this concern if it exists. This item can be removed from the next agenda.

6.5 Signing In/Swiping In

This item was discussed in 5.a.

7.0 Information Items

7.1 Various Asbestos Projects

Various asbestos abatement projects have been completed throughout the Board. Copies of all reports were provided to the committee for information. This item can be removed from the next agenda.

7.2 Occupational Illness Notification

The committee was provided with the occupational illness notification for a mesothelioma case that was forwarded to the Ministry of Labour. This item can be removed from the next agenda.

8.0 Review of Reports

8.1 Employee Accident Reports Summary – October 2020

Workplace Safety and Insurance Board Reportable – October 2020

Student Aggression Summary Table- October 2020

All reports were reviewed by the committee.

8.2 Status of Workplace Inspections Including Non-Academic Sites October 2020

All sites were completed

8.3 Health and Safety/Facility Services Committee

The next meeting has not been scheduled at this time.

8.4 Critical Injuries

There have been 1 student critical injury and 0 employee critical injuries for the 2020-21 school year to date.

8.5 Focus Group Meeting Minutes

The next meeting date is to be determined.

8.6 Review of Ongoing Project Items

See chart.

8.7 Work Orders

Work order details were made available to the committee for review.

9.0 Health and Safety Training



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A schedule of training is being looked at to be able to provide necessary training while following COVID-19 protocols and supply coverage issues. More information will follow shortly.

First Aid/CPR and BMS training was completed during the recent November PD day

10.0 Recommendations to Executive Council

None

11.0 Adjournment/Next Meeting(s):

Meeting adjourned at 11:45 AM. Next meeting is December 17, 2020 in the Thayendanegea room. It will also be available via Teams online as well.



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March 12, 2020
Teams on-line Meeting

As of November 2020:

Date item initiated	Item	Dates Discussed	Latest Update	Status and Timeframe
April 2017	Terms of Reference Review	2020 - November	The Terms of Reference appendices will be updated for locations and staffing numbers. The current Terms of Reference agreement expires in September 2022. No changes were brought forward by the committee.	Review September 2021
December 2019	Health and Safety Eblast	2020- September	The committee decided to put a hold on the monthly Health and Safety Eblast due to the amount of information being sent out at this time.	Review December 2020
February 2020	Violence Threat Risk Assessment	2020- March	An invitation will be forwarded to Safe Schools to come to the next meeting to provide some information on VTRA's and the threat risk assessment process for the committee.	will schedule for January meeting
March 2020	Ministry of Labour- TTSC	2020-November	The Board continues to work on the delivery of the two-tiered BMS training.	



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March 12, 2020
Teams on-line Meeting

Annual Updates Provided Each School Year:

Item		Review Month	Resulting Update
Pavement Improvements		2021 - May	

Procedure Review:

Policy/Procedure	Out for Comment	Board Approval	Board Review Date	Committee Review Date	Comments
HR4 – Health and Safety Policy and Appendix Guidelines		Board approved February 2020	February 2024	October 2021	No changes noted by the committee November 2020
HR5 – Harassment		Board approved February 2020	February 2024	October 2021	No changes noted by the committee November 2020
HR8 – Workplace Violence		Board approved October 2019	November 2023	October 2021	No changes noted by the committee November 2020

No	Site	Sep 2020	Oct 2020	Nov 2019	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021	Aug 2021
Elementary Schools													
1	Agnes Hodge	C	C	C									
2	Banbury Heights	C	C	NC									
3	Bellview	C	C	C									
4	Bloomsburg	C	C	C									
5	Boston	C	C	C									
6	Branlyn Community	C	C	C									
7	Brier Park	C	C	C									
8	Burford District Elementary	C	C	C									
9	Caledonia Centennial	C	C	C									
10	Cedarland	C	C	C									
11	Centennial-Grandwoodlands	C	C	C									
12	Central P.S.	C	C	C									
13	Cobblestone Elementary	C	C	C									
14	Confederation (Fr Imm)	C	C	C									
15	Courtland	C	C	C									
16	Delhi	C	C	C									
17	Dufferin	C	C	C									
18	Echo Place	C	C	C									
19	Elgin Ave.	C	C	C									
20	Glen Morris	C	C	C									
21	Graham Bell	C	C	C									
22	Grandview	C	C	C									
23	Greenbrier	C	C	C									
24	Hagersville Elementary	C	C	C									
25	Houghton	C	C	C									
26	J.L. Mitchener	C	C	C									
27	James Hillier	C	C	C									
28	Jarvis	C	C	NC									
29	King George	C	C	C									
30	Lakewood	C	C	C									
31	Langton	C	C	C									
32	Lansdowne-Costain	C	C	C									

33	Lynndale Heights	C	C	NC									
34	Major Ballachey	C	C	C									
35	Mapleview	C	C	C									
36	Mt. Pleasant	C	C	C									
37	North Ward	C	C	C									
38	Oakland-Scotland	C	C	C									
39	Oneida Central	C	C	C									
40	Onondaga-Brant	C	C	C									
41	Paris Central	C	C	C									
42	Port Rowan	C	C	C									
43	Prince Charles	C	C	C									
44	Princess Elizabeth	C	C	C									
45	Rainham	C	C	C									
46	River Heights	C	C	C									
47	Russell Reid	C	C	C									
48	Ryerson Heights	C	C	C									
49	Seneca Central	C	C	C									
50	St. George-German	C	C	C									
51	Teeterville P.S.	C	C	C									
52	Thompson Creek	C	C	C									
53	Walpole North	C	C	C									
54	Walsh	C	C	C									
55	Walter Gretzky Elementary School	C	C	C									
56	Waterford Public	C	C	C									
57	West Lynn	C	C	C									
58	Woodman-Cainsville	C	C	C									
Secondary Schools													
59	B.C.I. & V.S.	C	C	C									
60	Cayuga Secondary S. (CSS)	C	C	C									
61	Delhi District Secondary S. (DDSS)	C	C	C									
62	Dunnville Secondary S. (DSS)	C	C	C									
63	G.E.L.A. Brantford (Rawdon)	C	C	C									
64	G.E.L.A. - CareerLink (@TTSC)	C	C	C									

65	G.E.L.A. - Simcoe	C	C	C									
66	Hagersville S.S. (HSS)	A	C	C									
67	McKinnon Park S.S. (MPSS)	C	C	C									
68	North Park C. & V.S. (NPCVS)	C	C	C									
69	Paris District H.S. (PDHS)	C	C	C									
70	Pauline Johnson C.V.S. (PJCVS)	C	C	C									
71	Simcoe Composite School (SCS)	C	C	C									
72	Tollgate Tech. Skills Centre (TTSC)	C	C	C									
73	Valley Heights S.S. (VHSS)	C	C	C									
74	Waterford District High School (WDHS)	C	C	C									
Turning Points and Leased Spaces													
75	CSS Turning Point - Royal Canadian Legion Branch #159, 11 Talbot St. E., Cayuga	C	C	C									
76	DDSS Turning Point -640 James St. Delhi	C	C	C									
77	HSS Turning Point - 1155 Indian Road, Mississauga	C	C	C									
78	HSS New Start - 2319 3rd Line Road, Oshweken	C	C	C									
79	MPSS Turning Point - Grace United Church 174 Caithness St., Caledonia	C	C	C									
80	PDHS Turning Point - Optimist Club of Paris, 2 Elm St., Paris	C	C	C									
81	PJCVS Turning Point - 365 Rawdon St (Main Campus)	C	C	C									
82	SCS Turning Point - Port Dover Lions Club Silver Lake Market, 320 St. Patrick St, Port Dover	C	C	C									

83	VHSS Annex and Turning Point - Aylmer Evangelical Mennonite Mission Church, 50619 Talbot Line, Aylmer	C	C	C									
84	WDHS Turning Point - Camp Trillium 433 Thompson Rd, West, Waterford	C	C	C									
Support Centre													
85	H.E. Fawcett Teacher Resource Centre (TRC)	C	C	C									
86	Joseph Brant (including GELA - ESL)	C	C	C									
87	Haldimand School Support Centre	C	C	C									
88	Norfolk School Support Centre	C	C	C									
89	Head Office	C	C	C									
90	Head Office - Facility Services	C	C	C									
Storage Facilities													
91	Burford Bus Barn, 35 Alexander St. Burford	C	C	C									
92	Langton Bus Barn, 23 Albert St. Langton	C	C	C									
Total Sites		92	92	92	92	92	92	92	92	92	92	92	92
Total Regular Monthly Inspections		91	92	89	-	-	-	-	-	-	-	-	-
Total Annual Inspections Completed		1	-	-	-	-	-	-	-	-	-	-	-
Total Annual Inspections Planned		-	-	-	-	-	-	-	-	-	-	-	-
Total Double Inspections Completed		-	-	-	-	-	-	-	-	-	-	-	-
Total Incomplete		-	-	3	-	-	-	-	-	-	-	-	-
Total Not Reported		-	-	3	92	92	92	92	92	92	92	92	92

Annual JOHSC inspection

Monthly inspection was

Two inspections completed due to a missed inspection

Monthly inspection was not
completed
Annual JOHSC inspection
planned





MINUTES

Chairs: C. Bibby and J. Benner

Present: A. Andratis, G. Ash, P. Bagchee, W. Baker, J. Benner, C. Bibby, D. Dean, T. Haist, M. Hodges, K. Kitchen, C. Krueger, A. Mitchell, J. Tice, T. VanKuren

Regrets: J. Faulkner, S. Martin, N. Rose, J. Seldon

Recorder: Heather-Jo Causyn

A - 1 Opening

(a) **Welcome**

The meeting was called to order by Committee Chairpersons, C. Bibby and J. Benner at 1:00 pm.

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

Nil

B - 1 Timed Item

(a) **Data Collection and Equity Work**

G. Rousell provided information on the data collection that provides for Results Based Accountability. The data collected will assist in determining what the story is behind the baseline and next steps.

Results are the condition of well-being. Indicators help measure and quantify the results. Performance measure indicators are system level and provide information as to how a program is working and will detail what did we do, how well did we do and is anyone better off?

Program Evaluation – inputs and activities (ie., After School program, how many start and finish a program, are we reducing the number of suspensions in a particular group, track over time, number of students writing OSSLT, percentage of student's successful at OSSLT. Review student experiences, identify and develop a plan as to next steps. Break down by age, race, sexual orientation, allows for alertness to possibilities.

C. Bibby, J. Tice, J. Benner, C. Kitchen and K. Krueger will participate in an exercise, Turn the Curve, to develop a plan and strategy.

C - 1 Policies and Procedures Out for Comment

(a) **HR 110 Hiring Procedures**

Reference of Regulation 274

Do's and don'ts have a minimum of 3 people and include gender balance



SO25 Visual Identity and SO25 Visual Identity Manual

No comments

SO31 Accessibility Policy

No comments

SO31 Integrated Accessibility Awareness Manual

No comments

SO9 Cyberbullying

Reasons for suspension around behaviour (ie., race, gender identity, disability). Determine what an identifiable group and individual may be. Questions as to incidents that could compromise school climate, occur off school property, internet safety and social media and how incidents can be reported after school hours.

D - 1 Operational Matters

(a) Update on Anti-Racism Video Project and Resources (Christine Bibby)

Atom Spark is developing the video that will deliver messaging to staff around anti-racism. The video will become a teaching tool for staff as it will provide for direct conversations about racism. Looking for a balance in regards to adults, students and former students who speak about their experiences in our schools. Committee members were asked to share any thoughts regarding the video with C. Bibby and J. Benner.

(b) Distribution of Resources

The distribution of posters that disempower the “N” word will provide information to students to assist them in understanding that this is not alright to say.

Resources in libraries can be heavy in content and require notification to staff and students that indicates some of the material read may be upsetting and to be prepared for it. C. Krueger will send a copy of the sticker that they affix to these types of resources.

The Ontario Human Rights Commission has a 30-minute active course called “Call It Out”. The course explores issues that are present today in regards to racism, human rights and provides a historical piece. If approved the training would become mandatory for staff. An application will be submitted through the Human Rights for access to the course.

(c) Signage for Safer Spaces

Several school boards have developed their own Safer Spaces signage and there are various posters available online, but copyright is required. K. Kitchen and J. Benner will work on the development of a Progressive Flag type poster. A poster campaign was discussed. Next Steps: K. Kitchen, C. Bibby and J. Benner to work on examples in conjunction with the communications department.

If Safer Spaces is not mandated through curriculum expectations, staff meetings or a mass happening it will not happen. There is more value if it is linked to something such as curriculum in the classroom.



H-1-d Safe and Inclusive Schools Committee

Thursday, November 19, 2020

Microsoft Teams

- (d) **Dates for SIS Subcommittee Turn the Curve Exercise**
Dates will be sent out shortly.
- (e) **Bullying Awareness Week – November 14-21, 2020**
Resources regarding Bullying Awareness Week have been distributed. A group consisting of K. Kitchen, C. Watson, M. Hodges and T. Haist have developed information and lesson plans for both panels to support anti-bullying week.
- (f) **Equity Champions**
A request has been distributed to schools requesting equity leads. The equity leads will provide a better sense as to what is happening in schools and promote resources and curriculum links that are being shared. Cultural mentors for Indigenous students will be included on the Equity team. Committee members were asked to forward ideas to C. Bibby and J Benner as to how best utilize the Equity Champions.
- (g) **Anti-Racism Resources**
Imam Tarek- Brantford Mosque- December 2-An after-school webinar where Imam Tarek will speak about the importance of being open and learning about one another, including the ways in which we are different, and how this approach will prevent people from developing “phobia” of one another. The webinar will be recorded for those not able to join. Resources were shared among committee members for further vetting, both Canadian sources, that help promote classroom conversations about Islamophobia and addressing myths of Islam among other beliefs that underlie racism.
- (h) **Jean Samuel- Equity Educator Webinar- December 8-** This virtual workshop will deepen participants knowledge and understanding of the principles of oppression and equity, with a focus on racial equity. Participants will deepen their understanding of how oppression and racism occur at personal and institutional levels and how they are maintained and how operationalizing anti-oppressive practice and equity in their day-to-day interactions and decision-making can work to address disparities in education for children, youth and families, as well as staff members.

E - 1 **Adjournment**

The meeting was adjourned at 2:55 pm.