



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
 - (d) Welcome to Open Session / Land Acknowledgement Statement **(7:15 p.m.)**
 - * (e) Memorials
 - (i) Karen Walker, Waterford District HS R. Collver
 - (ii) Carrie Mannsfeldt, Pauline Johnson CVS D. Dean
 - (f) Agenda Additions/Deletions/Approval
 - (g) In Camera Report
 - (h) Presentations
 - (i) Student Recognition Awards
 - (j) Delegations
- B – 1 Approval of Minutes**
- * (a) March 26, 2018 (Regular Board)
 - * (b) April 9, 2018 (Committee of the Whole)
 - * (c) April 9, 2018 (Special Board)
- C – 1 Business Arising from Minutes and/or Previous Meetings**
- D – 1 Director's Report**
- E – 1 Student Trustee Report**
- F – 1 Committee Reports**
- * (a) Committee of the Whole Report – April 9, 2018 D. Sowers
- G – 1 New Business**
- * (a) Workforce Report S. Sincerbox
 - * (b) Quarterly Budget Report (Q2) (F2) R. Wyszynski
 - * (c) Enrolment Update R. Wyszynski
 - * (d) Special Education Advisory Committee (SEAC) Membership L. Thompson
 - * (e) Bylaw 35 Use of Board Resources During an Election Campaign **(A)** B. Blancher
- H – 1 Other Business**
- * (a) Summary of Accounts – March 2018 R. Wyszynski
 - * (b) Joint Occupational Health & Safety Committee Minutes – March 22, 2018 R. Wyszynski
 - * (c) Grand Erie Parent Involvement Committee Minutes (Draft) – March 22, 2018 B. Blancher
 - * (d) Audit Committee Minutes (Draft) – March 27, 2018 R. Wyszynski



Regular Board Meeting

Monday, April 23, 2018
Board Room, Education Centre

- * (e) Compensatory Education Committee Minutes (Draft) – March 29, 2018 L. Thompson

I – 1 Correspondence

J - 1 Adjournment

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

Indigenous Education Advisory Committee	April 24, 2018, 6:00 p.m.	Board Room
Student Trustee Senate	April 26, 2018, 10:30 a.m.	Board Room
Compensatory Education Committee	April 26, 2018, 1:00 p.m.	Dogwood Room, Norfolk SSC
Budget Review Meeting	April 30, 2018, 5:30 p.m.	Board Room
Native Advisory Committee	May 1, 2018, 9:00 a.m.	Cayuga Secondary
Grand Erie & Six Nations Ad Hoc Comm	May 1, 2018, 3:30 p.m.	Emily C General School
Education Week Gala	May 3, 2018, 1:00 p.m.	Sanderson Centre
Grand Erie Parent Involvement Committee	May 3, 2018, 6:30 p.m.	Dogwood Room, Norfolk SSC
Committee of the Whole	May 14, 2018, 7:15 p.m.	Board Room
Privacy & Information Management Comm	May 15, 2018, 3:00 p.m.	Norfolk Room
Budget Review Meeting	May 15, 2018, 5:30 p.m.	Board Room
Safe and Inclusive School Committee	May 17, 2018, 1:00 p.m.	Board Room
Special Education Advisory Committee	May 17, 2018, 6:00 p.m.	Board Room
Student Transportation Services Brant Haldimand Norfolk (STSBHN)	May 22, 2018, 9:00 a.m.	Norfolk Room
Budget Review Meeting	May 22, 2018, 5:30 p.m.	Board Room
Chairs' Committee	May 28, 2018, 5:45 p.m.	Norfolk Room
Board Meeting	May 28, 2018, 7:15 p.m.	Board Room
Native Advisory Committee	May 29, 2018, 9:00 a.m.	Brantford Collegiate Institute
Committee of the Whole	June 11, 2018, 7:15 p.m.	Board Room
Special Education Advisory Committee	June 14, 2018, 6:00 p.m.	Board Room
Chairs' Committee	June 25, 2018, 5:45 p.m.	Norfolk Room
Board Meeting	June 25, 2018, 7:15 p.m.	Board Room
Indigenous Education Advisory Committee	June 26, 2018, 1:30 p.m.	Alexandra Room, TRC
Audit Committee	June 27, 2018, 3:30 p.m.	Board Room

Memorial Statement
Karen Elizabeth Walker
1962-2018

It is with great sadness that we share with you the passing of Karen Walker, a member of the Board since 1992. Karen passed away peacefully surrounded by her family on March 23, 2018.

Karen embodied the position of Caretaker within the School. She worked at both Waterford Public and most recently Waterford District High School where she cared for not only the grounds of the school but the people that made up the buildings. Karen's kindness was always visible in her willingness to help staff, students or community members to find their way, move something, or just chat for a few moments.

Karen was an icon at Waterford District High School. If she was not working at the school she would be there supporting her children Willow and Wes, both graduates, in their numerous school activities. Even after her children graduated she would be seen in the stands, crowd or on the sidelines wearing her school colours with pride and cheering for the Waterford Wolves whatever the event.

A bench is being built by the school's manufacturing class and will be set at the front of the school in Karen's honour. A place Karen enjoyed and where she touched the lives of so many people in a positive way. As we grieve her loss we extend our condolences to her family and all of those who's lives she touched.

Karen is survived by her husband of 35 years Walter, her son Wes (and Jami), her daughter Willow (and Razmik) and her cherished grandson Warren as well as many other family members.

"And can it be that in a world so full and busy the loss of one creature makes a void so wide and deep that nothing but the width and depth of eternity can fill it up!" — Charles Dickens

Respectfully submitted,

Rob Malcolm, Principal
Waterford District High School

In Memorium

Caroline “Carrie” Mannsfeldt

It is with great sadness that we share with you the passing of Carrie Mannsfeldt on March 23, 2018 at the age of 53. Carrie spent her entire 30 plus year teaching career at Pauline Johnson Collegiate & Vocational School as a Mathematics teacher.

Carrie was a very special and caring individual. Carrie understood the hardships that today's students face and the obstacles they may have to overcome in order to succeed in today's society. Carrie was often the first staff member to help out students, whether it was for emotional, academic, or material support. This was evidenced in the fact that her memorial donations were directed to the Pauline Johnson Student Access Fund which assists students in a variety of ways.

Carrie was one of those teachers that you could count on for anything, whether it be a last minute request, accepting a challenging student into one of her classes already weeks in to the semester, or assisting in extra curricular activities like theatre productions or staff association.

Carrie was a proud and passionate advocate for the school and students of Pauline Johnson. She carried the PJ pride in her heart throughout her career. Often, her laughter could be heard filling the math office which then rippled in to her classroom. Students loved Carrie and so did the PJ staff. She will be missed by all.

Carrie leaves behind her husband David Mannsfeldt, her daughter Erica McArthur (Collyn) and son Thomas McArthur (Amanda) as well as her grandchildren Elowyn and Verity. Carrie is also survived by her parents Andrew and Rita Tadema, and her sisters Monica Hoke (Barry) and Kathie Van Wieren (Rick).

Respectfully submitted,

Michael DeGroote, Principal
Pauline Johnson C.V.S.

M. Stinson Delegation

A-1-j (i)

From: [Marcia Stinson](#)
To: [\[redacted\]](#)
Subject: Request to Speak at the next Board Meeting
Date: April-19-18 9:38:11 PM
Attachments: [image001.png](#)

I would like to attend the next board meeting and have provided my speaking notes below. Please review and advise.

My name is Marcia Stinson. I am a parent of three children that attend Caledonia Centennial School. I am here tonight as my husband and I have great concerns regarding the current capacity of the school and the lack of communication from the Board. Parents want to understand the plan for the balance of the school year as well as for Fall 2018. We are requesting a Parent Meeting with the Board to address our concerns and to keep an open dialogue. Overall it is the English stream that is suffering. I have one child in English and two in French immersion.

Just last year I attended a Grand Erie District School Board meeting at the end of the school year with regards to changes in the school boundaries. I find myself back here again discussing a new issue, but over the same housing development. The McClung development has been in the works for many years, anticipation of enrollment due to the amount of houses being built should be of no surprise.

As you may know, Centennial is currently on its third principal for the school year. We have not received a newsletter or update in months. I attend all parent council meetings in order to stay engaged and have so for years. Just to provide you with some context; at the January meeting we did not have a principal present and many parents had attended in hopes of being updated on class sizes and next steps. During our March meeting, we were not provided with any updates regarding class sizes, but with the statement that the school is "working with the board".

With overcrowding, parents have concerns regarding the fire code and how many children can be in one classroom. We would also like to know if this has been reviewed?

With a strong emphasis on mental health; creating a healthy environment should be a leading focus for the Grand Erie District School Board. Beginning in 2017-18, the government is investing in class sizes for grades 4-8 to ensure that all boards have a maximum regulation class size average of 24.5 or lower within 5 years. Current class sizes range from 34-40 at CCPS.

Speaking on behalf of my son, his grades have dropped over the year due to the large class size and constant disruptions. The children no longer have desks but are sharing tables with multiple students. In French class my 13 year old son shares a desk with another student. Any storage for pencil case remains in a magazine file on the floor on one side of the classroom. I feel that this year has been a waste for my son. I am here tonight to advocate for my children to ensure they are set up for success. My oldest will be preparing for high school and shouldn't be worrying about class sizes, he should be developing academic habits.

The newest rumor is that the French immersion grade 4-7 will be moved to River Heights. This would mean our middle child would attend a different school than his siblings thus creating issues with childcare and pickup and drop off. French resources would be divided and tutors and mentors split up. The families of CCPS have invested time and money to fundraise in order to stock the library and classrooms with French books.

My recommendation would be to move any new students from the McClung development over to River Heights which is reported to have open capacity. Also, if numbers allow, parents should be allowed to volunteer to move to another school. This would prevent children that have attended CCPS from the beginning or live in walking distance of the school an opportunity to remain there. I am advocate for the French immersion stream and would be disheartened to learn that this program would be changed mid-stream.

In closing I would like to this time to review the goals of the Grand Erie District School Board located on the board website under Well-Being:

Well-Being

We will create environments that are healthy and that recognize the well-being of mind, body, emotion, and spirit of all Grand Erie students.

Goals:

- **Staff, students, and parents will promote health and well-being, and will know how to access supports when needed**
- **Create and promote an enabling environment where all students can participate fully in their education**

Accessible work sites and programs will be available to students, staff, and families

<http://www.granderie.ca/board/elementary/well>

Thank you for your time and please consider holding a forum to speak and listen to the parents of Caledonia Centennial.

Regards,

Marcia Stinson

**Just to note: In locating class sizes on the board website, the numbers have not been updated under the Caledonia Centennial Public School.

Caledonia Centennial Public School class sizes (Haldimand County)

These charts are a snapshot of primary class sizes in Caledonia Centennial Public School each fall since 2003.

School year: **2015-2016 (Year 12)**

Class	Students
JK - SK	24
JK - SK	24
JK - SK	24
Gr. 1	19
Gr. 1 - 2	21
Gr. 1 - 2	17
Gr. 2 - 3	18
Gr. 3 - 4	22
Gr. 3 - 4	19
Total	188

<http://www.edu.gov.on.ca/eng/cst/faqSmaller.html>

From: [Darlene Losier](#)
To: _____
Cc: [De Vos, Linda](#); [Smith, Jim](#); [Doyle, Brian](#)
Subject: Delegation
Date: April-19-18 10:11:33 PM

Superintendent and board members,

Thank you for allowing us to speak today. As families of CCPS who have seen our small school grow most rapidly as a result of the McClung Development, we wish to express our concern about the current class sizes, specifically in the English stream. This concern has been echoed by our acting principal, Mr. Jim Smith, in a letter home to our families of CCPS on April 16, 2018, as well as informally by many staff and volunteers at the school.

As we are all well aware, some classes at CCPS are reaching up to near 40 children in one classroom with one teacher with continued enrolments occurring on an almost weekly basis. We realize that it was difficult to predict exact numbers of enrolments in advance and although plans were made, actual enrolments seem to be outpacing the plans expected.

We understand a committee has been deliberating possible solutions to this over capacity issue. One of the options discussed was relocating a part of the French immersion program to another school, specifically River Heights. There are a large group of parents who strongly oppose this option and whom I am here to represent this evening.

The issues we can see arising from the proposed plan of moving part of the French immersion program to another school are as follows:

1. Splitting up siblings at 2 different schools, requiring intricate drop off/pick up planning schedule.
2. Older siblings no longer able to walk their younger siblings home.
3. For those children that walk, it is a longer walk for most "in catchment" kids to River Heights, likely by themselves, if their siblings are still at CCPS. Additionally, this change will possibly INCREASE the amount of students requiring bussing due to bussing boundaries being reached by moving these children to a school further away.
4. It is an additional change of schools which at the best of times is difficult and stressful for many kids
5. Splitting of French resources. We will now need to have double the resources at 2 schools instead of 1. It took several years to build up a good resource of French materials and now it will be diluted to two schools or there will be additional costs to the board in order to ensure proper resources for EACH school.
6. Lack of prep/arts teachers who speak French. Splitting the French immersion program would require hiring extra French prep/arts teachers at another school, in order to continue to provide adequate French instruction.
7. Once the Caledonia bridge is under construction/being replaced, limited to no access for pedestrians/cars making drop offs/pick ups at 2 schools across the river from each other a nightmare. This could be a HUGE problem as parents would be unable to move back and forth quickly between schools in order to pick up all their children. The bridge replacement is expected to last over a year so this becomes a major concern.
8. Lack of mentoring for younger French students as well as leadership opportunities for older French students. Ex. Now they have French reading buddies....not anymore.
9. Opportunity for increased segregation and lack of French community within the schools. Smaller numbers=less chance to interact and normalize the French program. As our French immersion program has grown we've seen it flourish as more and more students become a part of the French immersion culture at CCPS. Moving half those students to another school would have a negative impact on student and staff morale in the French program.
10. Increased potential childcare costs of younger sibs still at CC

We would like to propose an alternate solution. Please consider relocating all the new subdivision children and bus them to one of the under capacity schools, like River Heights or Seneca Central until the new school is built in the new subdivision. They are already being bussed, they would just head to a different school. If they were to go to Seneca Central, they could develop relationships with the kids they will eventually be going to high school with at Cayuga SS.

Secondly, we strongly urge the board to offer parents of CCPS the opportunity to discuss and articulate our positions and concerns for our children with members of the board of trustees, the superintendent and anyone else with a vested interest in seeing our children succeed. We understand that no one wants to see large class numbers and that it negatively impacts our children's learning and future education. Please work with us to come up with a solution that works for our children and our school. Thank you for your consideration.

Darlene Losier

From: Sheri Gay
To: _____
Subject: Dear Esteemed members of the Grand Erie District School Board:
Date: April-23-18 10:39:10 AM

Dear Esteemed members of the Grand Erie District School Board:

I writing as a staff member and parent at Caledonia Centennial Public school. I would like to address the mounting concerns over the schools' dual track programming as well as overcrowding and safety concerns in our school. Our school has historically been small and has adapted to many changes over the past few years. Those changes include; embracing the challenges of introducing a French Immersion program, abrupt administration changes, a reduction in playground space, decreased parking, and introducing portable classrooms to accommodate an increase in enrollment due to the McClung Road development. The suggestion to split the French Immersion program between two schools to address this overcrowding brings disadvantages for the students, staff, community and the academic Immersion program.

The current French program has approximately 75 students in grades 3-6 with minimal enrollment this year. This is not expected to change significantly over the next few years. The English program has had over 50 new students since September 2017 and increases every day. Many families with younger siblings in the French program have publicly stated they will transfer to the English program should the senior grades move to River Heights. Thus, splitting up the program into two locations will not alleviate the problem of limited space in Caledonia Centennial. > Additional parental concerns include:

- More demands on time due to drop off/pick up times as older siblings will no longer be available to assist;
- the walk home from River Heights is longer than most catchment children with some commuting from the new development
- children's safety for crossing the bridge alone which is slated for construction will have limited or no vehicle/pedestrian access;
- the added challenge of responding to two different administrations;
- separate school functions (Christmas concerts, expected fund raising contributions), family requirements to be available for two locations;
- the stress that may come with a change of schools for the children and entering a previously established school community.

Furthermore, local social programming (day cares), after school church programs and elite extracurricular arts programs (skipping team, drama club) within our school that have been geared towards the Immersion students attending provide numerous fund-raising opportunities and will all be dramatically impacted. These vital programs rely on the older student and staff and will fold if those members are no longer available. Over the years, the senior grades for the Immersion program have had many disruptive and challenging years. This has resulted in a decrease of over 50% of the initial now grade 6 class. Currently, this class leads the academic level for the Haldimand French Immersion program. In the early stages of the program, Caledonia Centennial did not have French literacy, classroom teaching materials or prep/supply support. This created an enormous challenge for the Immersion team to implement student academics and create a French immersion community. After meeting together in the spring of 2014, the board gave full support towards improving the program. There have been noticeable and positive changes. This includes the acquisition of experienced teachers, new resources, stronger mentoring programs (reading buddies, French academic assemblies), reading assessments in French and DRA, and home reading programs. All of these changes have contributed to a constructive and comprehensive immersion environment. If the grades were divided,

the uprooted children would become isolated from this community and the primary grades would no longer have mentoring opportunities. Caledonia Centennial has administration and resource/support teachers who are familiar with Immersion programming. These readily available resources would become non-existent, split between schools or need to be doubled to meet modified/accommodated students' needs in both locations. This would be costly and dilute the program resources. Additionally, on several occasions, supply teachers have not been available for the French classes. In those cases, prep teachers and/or administration have been able to step in and assist. We work so well as a team together to support teacher shortages that even on occasion, classes have amalgamated to accommodate the staffing shortfall continuing the instruction in French curriculum. This has provided consistency in the programming and less disruption for the children. Moving the Immersion classes to an English-speaking school will not allow for this level of support and would be a step backwards, jeopardizing the French community/learning for all children involved.

Our entire school community would like to address the catchment areas concerning River Heights, Caledonia Centennial, JL Michener and Seneca Central Public Schools. Currently they are feeder schools for both Cayuga and McKinnon Park Secondary. Parent communication with regards to a previous situation addressed over crowding in the surrounding high school and their boundaries. The proposed school board changes were unacceptable at the community level. These solutions were readjusted to include parent/community input. We ask for the same consideration now. Dividing a recognized French Immersion program will not lessen class size but will only create safety concerns and a broken community at Caledonia Centennial. We are suggesting to share this Haldimand County challenge. Since bussing is already in place for these children, making a temporary amendment to the boundaries will allow for a united effort in welcoming new children to our community. By allowing enrolment at Seneca Central, JL Mitchener and Caledonia Centennial (with additional portables) until a new school is built it will decrease the safety issues in our school and assist in filling open spaces in schools with more room. If temporary arrangements cannot be made, another possibility is to add an English middle-school program with rotary classes at River Heights. These options would be less disruptive for all established Haldimand students, as well as alleviate pressure for families, students and staff members.

I appreciate you taking the time to hear my concerns.

Sincerely,
Sheri Gay



MINUTES

Present: Board Chair G. Anderson, Board Vice-Chair T. Waldschmidt, R. Collver, D. Dean, A. Felsky, J. Harris, J. Richardson, K. Sandy, C.A. Sloat, D. Sowers, J. Hsiao (Student Trustee), L. Kelly (Student Trustee)

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

Regrets:

Trustees:	B. Doyle
Administration:	Nil

A – 1 Opening

(a) Roll Call

The meeting was called to order by Chair, G. Anderson at 6:30 p.m. for the purpose of conducting the Open Session.

(b) Declaration of Conflict of Interest

Nil

(c) In Camera Session

Moved by: J. Richardson

Seconded by: D. Sowers

THAT the Board move into In Camera Session to discuss personnel, legal and property matters at 6:30 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

Nil



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

Presented as printed. G. Anderson noted that D-1 Director's Report will become C-1 and C-1 Business Arising will be D-1.

Moved by: D. Sowers

Seconded by: J. Richardson

THAT the Agenda be approved, as amended.

Carried

(g) **In Camera Report**

Moved by: D. Dean

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the recommendation to add to the Replacement/Casual Principal and Vice-Principal List, effectively immediately.

Carried

Moved by: D. Sowers

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the Term Appointment for Principal Leader of Elementary Program from September 1, 2018 to June 30, 2021.

Carried

Moved by: C.A. Sloat

Seconded by: K. Sandy

THAT the Grand Erie District School Board approve item C-1-g

Carried

(h) **Presentations**

Nil

(i) **Delegation**

Nil



B – 1 Approval of Minutes

(a) Regular Board Meeting – February 26, 2018

Presented as printed.

Moved by: D. Sowers

Seconded by: J. Harris

THAT the Minutes of the Regular Board Meeting, held February 26, 2018 be approved.

Carried

(b) Committee of the Whole Board – March 5, 2018

Presented as printed.

Moved by: K. Sandy

Seconded by: D. Dean

THAT the Minutes of the Committee of the Whole Board Meeting, held March 5, 2018, be approved.

Carried

(c) Special Board Meeting – March 5, 2018

Presented as printed.

Moved by: J. Richardson

Seconded by: C.A. Sloat

THAT the Minutes of the Special Board Meeting, held March 5, 2018, be approved.

Carried

C – 1 Director's Report

Director's highlights:

- B. Blancher asked L. Thompson to introduce the visitors. L. Thompson invited A. Cole, Vice Principal and teachers, A. Hammond, A. Hughes and A. Loyens from Graham Bell-Victoria Public School to the table to provide Trustees with an overview on the Parent Engagement in Math pilot project.
 - A. Cole informed Trustees that Graham Bell-Victoria PS was selected as one of six schools in Ontario to be part of Queen's University research topic on how to increase parent engagement in math which is a two-year project and will receive \$5,000 funding each year to support this work. A. Cole noted



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March 26, 2018

Education Centre, Board Room

that Graham Bell is planning on running several events over several months. To date, one event has occurred and the school will be holding another event this week.

- R. Collver asked if the funding is coming from Ministry or Queen's and how does Queen's support this initiative? A. Cole responded the funding is from both and Queen's does the research and prepares the handout material and resources
 - R. Collver asked how do you measure the engagement? A. Cole responded that the long term goal is improved EQAO test results. Queen's is creating a website connected to this initiative.
 - C.A. Sloat noted that she has always found Graham Bell-Victoria opening and welcoming, the whole of idea of math has changed which terrifies parents and maybe they don't want to be embarrassed in front of their children. A. Cole responded that the focus of the upcoming event is for the Professor from Queen's University to reinforce the different ways of learning.
 - A. Felsky liked the approach and noted this is a meaningful project
 - R. Collver asked if students have shown enthusiasm with the parent engagement? A. Loyens responded that this has not been noticed yet.
 - B. Blancher added that this initiative has connections to the Community indicator of the Grand Erie Multi-Year Plan and that we need to monitor what we you are doing in this initiative and learn from the Graham Bell-Victoria experience
- B. Blancher shared with Trustees, the Brantford Expositor article on Student Trustee J. Hsaio as a Vimy Pilgrimage Award winner.
 - Workplace Violence in School Boards – A Guide to the Law – On March 9th, the Ministry of Labour posted the Workplace Violence in Schools Boards: A Guide to the Law on their website. Trustee Sloat sent information out from OPSBA to all Trustees which included a link to the guide. Exec Council has done a quick review of the guide and we are reviewing Policy HR8 – Workplace Violence to ensure alignment with the guide and we will proceed from there. The Ministry is also moving forward to require all school boards implement a common online reporting tool for staff to report violent incidents beginning in the 2018-19 school year with a goal to standardize the reporting and also to enhance data analysis to inform local decision-making. Guidance material will be disseminated in spring of 2018.
 - Identity-Based Data Collection – One of the action items in the recently released Education Equity Action Plan is a consistent approach to the collection and application of voluntarily provided student identity data. A critical step to ensuring equity and addressing system barriers is to gain a clearer understanding of who our students are and of their school experience. The Ministry put out a call for proposals for funding in the 2018-19 year to assist boards in preparation to advance this



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important data gathering work. Grand Erie staff are currently working on a proposal for funding to support our preparation in this area and hopefully to get some assistance to review data collection tools from other boards who have already done this type of data collection, to consult with our communities and to prepare communication tools for families and ultimately to develop a Grand Erie data collection tool. Recently the Director participated in a teleconference with the Equity Secretariat to share our ideas and they have indicated we are on the right track. Superintendent Baker and his team, along with our System Research Leader are finalizing our proposal which is due this week.

- Ontario's Investment in Mental Health – released on March 21st a four-year investment of \$2.1 billion that will reframe the system to delivery more accessible and better integrated care. A Memo was sent to Directors from the Deputy Ministry outlining the impact on schools and Chair Anderson also shared with Trustees last Thursday some correspondence from the Minister of Education.
- Appointment to the 2018-19 Minister's Student Advisory Council – received an email on March 21, 2018 informing us that out of 400 applicants, Emily Yeo, a Grade 11 student at Simcoe Composite School was selected from our school board. Council member will serve for a one (1) year term, commencing May 2018.
- B. Blancher asked L. De Vos to provide Trustees with an update on Camp SAIL 2018
 - L. De Vos noted that her team is beginning the planning stages and Grand Erie will have 14 classes again this year – CODE had made a number of changes and the team will be attending a meeting in Kitchener on April 16 to understand these changes and will finalize our sites shortly.
- April 2 is Autism Awareness Day
- Schools will be closed for Good Friday and Easter Monday.

C.A. Sloat noted on the data collection we have procedure for Self Identification for Indigenous students, how to you see this working? B. Blancher responded we would envision a procedure around identify-based surveys but have not determined if this is the way to go; at this time, we are looking at the actual survey development and implementation.

R. Collver commented on the data collection noting that the Board needs to be better informed, this will be hot ticket item and certainly wants to get a report before anything goes live.

Moved by: D. Sowers

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Director's Report of March 26, 2018 as information.

Carried



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

(a) 2017-18 Grand Erie's Student Achievement Plan: Success for Every Student Mid-Year Review

L. De Vos referred to the Grand Erie's Student Achievement Plan: Success for Every Student Mid-Year Update report noting this is a living document and reviewed the background, additional information and the four key objectives of the Renewed Math Strategy.

L. De Vos proceeded to provide an overview of the Elementary Program section which consisted of:

- Renewed Math Strategy School Support
- Renewed Math Strategy System Support
- Supported School Self-Assessment Progress

C.A. Sloat indicated she was going to ask to quantify how to increase parent engagement but that was covered earlier. Release time, who pays? L. De Vos responded that when we work with parents we want to ensure we have educators that are confident. Release time is paid from the Renewed Math Strategy funding. The intent of this funding is for release time for professional learning.

D. Dean commented that he believes the time teachers spend with students is important and dynamic and asked L. De Vos if we are comfortable with the amount of related release and requested some reassurance it is justified. L. De Vos responded we have taken a look this and are trying lessen the impact by offering professional learning to small groups of educators in their school or local geographic area. We have also learned that this small group is safer in terms of staff willing to take risks and share and as a result, we receive more openness to the learning.

R. Collver commented that she appreciates the professional learning and understands Trustee Dean's concern and questions. R. Collver asked are you gathering data, how do I look at this to see that we are better than we were at in September? L. De Vos responded that the data presented is rich, timely qualitative data which captures reflective educator and student learning from the use the surveys, exit cards, photographic data, during each professional learning session. The data could be quantified, but instead has been summarized into overall statements. This data informs the next steps in the professional learning sessions offered by Elementary Program. Reporting using EQAO data at this point in time, would be outdated data.



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J. Harris asked in elementary, is it easier at the end or mid-year to have quantitative data? L. De Vos responded it is easier to have qualitative data at mid-year.

G. Anderson happy to hear that we focusing on teachers who are not comfortable teaching math.

D. Martins provided an overview of the Secondary Program section which consisted of:

- Renewed Math Strategy (RMS) – Secondary Schools
- Literacy Support Plan
- Credit Accumulation for Grade 9 and 10
- Intermediate Renewed Math Strategy
- Intermediate Collaborative Learning
- School Support Visits
- District Support Visits

C.A. Sloat noted in last year's report it included the initiatives by school and it is not included in this report, can we get that information? D. Martins indicated that the programs and initiatives included in the chart did not relate to the goals or strategies outlined in the Student Achievement Plan. L. De Vos asked for clarification if the question was with respect to the classification of schools for Renewed Math Strategy? C.A. Sloat responded yes and proceeded to refer to the Intermediate Collaborative Learning (ICL) section which states "ICL is offered to every elementary school" and asked if every school participates? D. Martins responded that every school is to participate but consistency of team leadership and participation has been a challenge. C.A. Sloat further stated that on the Credit Accumulation graphs, the previous year data does not line up with what was present in last year's report. D. Martins responded that this report shows the end of year data for previous years and the mid-year data for current year.

G. Anderson very glad to hear there is focus on Grade 7 and 8 which is a critical area in our schools.

J. Harris noted the differences between elementary and secondary panel, where would you like to see the measures go, what would be useful now and moving forward? D. Martins responded it is easier to give quantitative data in secondary, we are starting to look at all five strands in Grade 7 & 8 mathematics, noting we are on a journey that will take us a while to see results. L. De Vos responded that during school self-assessment visits with staff, we talk about the data, we are working on how we are assessing, what we are looking for and will try to bring you a balanced perspective.



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L. Thompson provided an overview of the Higher Improvement in Performance (HIP) Schools noting HIP schools continue received additional support to address barriers that economically disadvantaged students may face. L. Thompson further noted qualitative data was gathered from school administrators in HIP schools to assess progress and schools were asked to reflect in the area of achievement by answering the following questions and reviewed the results:

- What high yield strategy/action is of focus?
- What did you do?
- How well did you do it thus far?
- Is anyone better off at this mid-year point? How do you know? Please include quantitative data where possible?

L. Thompson proceeded to provide an overview of the Special Education section noting the focus continues to be supporting educators in understanding how to differentiate both instruction and assessment so that students can demonstrate their learning. L. Thompson further reviewed the opportunities for learning and growth for educators that are provided at the system, school and classroom levels.

C.A. Sloat noted in last year's report there were some issues of differentiated instruction and assessment not consistently used in classrooms, do you have any comments on that. L. Thompson responded differentiated instruction and assessment continues to be an area of focus and educators are moving toward more consistent implementation of differentiated strategies which is the whole focus of the Renewed Math Strategy.

C.A. Sloat asked about Learning for All not rolled out. L. Thompson responding Learning for All is referenced and used during the work of the Renewed Math Strategy so that it is not an "add-on" in this way it is being rolled out to educators.

R. Collver commented on the work that L. Thompson has done and this is a culture change.

Moved by: D. Sowers

Seconded by: D. Dean

THAT the Grand Erie District School Board receive the report on Grand Erie's Student Achievement Plan: Success for Every Student – Mid-Year Update as information.

Carried



E – 1 Student Trustees' Report

J. Hsiao informed Trustees of the number of Student Trustee applications received.

Moved by: C.A. Sloat

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Student Trustees' Report of March 26, 2018 as information.

Carried

F -1 Committee Report

(a) Committee of the Whole Board – March 5, 2018

Moved by: D. Sowers

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the Committee of the Whole Board dated March 5, 2018 as follows:

1. In Camera Report

THAT the Director's Interim Performance Appraisal has been completed.

2. Director's Report

THAT the Grand Erie District School Board receive the Director's Report of March 5, 2018 as information.

3. Board Approved Transportation Review

THAT the Grand Erie District School Board approve the transportation route exceptions listed in this report for the 2018-19 School Year as amended.

4. Transportation Consortium Annual Report

THAT the Grand Erie District School Board receive the Student Transportation Services Brant Haldimand Norfolk – Annual Report as Information.



5. Allocation of Self-Contained Classrooms for 2018-19

THAT the Grand Erie District School Board approve the locations and number of self-contained classrooms for 2018-19 as outlined, pending budget deliberations.

6. Trustee Determination and Distribution

THAT the Grand Erie District School Board designate no municipal area as a low population area for the regular election of 2018.

THAT the Grand Erie District School Board approve the number of trustees to be elected in the regular election of 2018 for each municipality as:

- i) City of Brantford – 4 trustees, elected at large
- ii) Brant County and Norfolk County Wards 3 & 7 – 2 trustees, elected at large
- iii) Norfolk County less Wards 3 & 7 – 2 trustees, elected at large
- iv) Haldimand County – 2 trustees, elected at large

7. Information Technology Services Annual Report

THAT the Grand Erie District School Board receive the Information Technology Annual Update as information.

8. SO27 Acceptable Use of Information Technology

THAT the Grand Erie District School Board approve Policy SO27 Acceptable Use of Information Technology as amended.

9. FT114 Employee Use of Board-Owned Property and Equipment

THAT the Grand Erie District School Board receive Procedure FT114 Employee Use of Board-Owned Property and Equipment as information.

10. FT119 Boundary Reviews

THAT the Grand Erie District School Board receive Procedure FT119 Boundary Reviews as information.

THAT the Grand Erie District School Board approve Procedure FT119 Boundary Reviews be changed to Policy FT8 Boundary Reviews



11. HR112 Employee Assistance Program (EAP)

THAT the Grand Erie District School Board receive Procedure HR112 Employee Assistance Program (EAP) as information.

12. HR124 Principal/Vice Principal Performance Appraisal

THAT the Grand Erie District School Board receive Procedure HR124 Principal/Vice Principal Performance Appraisal as information.

13. Correspondence

THAT the Grand Erie District School Board receive correspondence as information.

R. Collver requested the Recommendation No. 10 be divided from the main report.

A vote was taken on Recommendations No. 1 – 9 and 11 – 13. **Carried**

R. Collver commented she does not want to see opportunity for questions from the public and parents to be lost and understands the other additions on how to receive community questions but feels this needs to be clearly stated in the document.

C.A. Sloat noted that she spoke to this at the meeting and it very important to have people ask questions and be respectful to staff.

B. Blancher responded that we need to engage our community in better ways and understands that this need to be clear.

It was suggested the language changed to “ask and submit”.

J. Harris suggest that we take this back through the process and further commented that we do not want to lose the opportunity for questions but we need to engage other mechanisms to ask questions.

Moved by: R. Collver

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board is requesting Sr. Administration bring back Procedure FT119 Boundary Review to the April 9 Committee of the Whole meeting with the recommended revisions.

After some discussion, R. Collver and C.A. Sloat withdrew the motion



A vote was taken on Recommendation No. 10 as follows:

THAT the Grand Erie District School Board receive Procedure FT119 Boundary Reviews as information, as amended

THAT the Grand Erie District School Board approve Procedure FT119 Boundary Reviews be changed to Policy FT8 Boundary Reviews

Carried

G – 1 New Business

(a) Major Construction Update

R. Wyszynski referred to the Major Construction Project Report and provided a high level overview on scope, timeline, status and budget the following projects:

- Fairview Avenue Redevelopment – new elementary school in Dunnville to accommodate the consolidation of Fairview Avenue PS and Grandview Central PS
- Elgin Avenue Consolidation – addition to Elgin Ave Public School with three (3) child care rooms
- New Elevator addition at Major Ballachey Elementary School – install an elevator at the west end of school enhancing accessibility to the Community Hub

C.A. Sloat asked if the Elgin drawings will come to Board for approval as it is not indicated in the timeline? R. Wyszynski responded the drawings will come for approval.

R. Collver noted it was mentioned that the New Elevator at Major Ballachey is over budget but this is not indicated on the report. R. Wyszynski responded this was indicated at the time the contract was awarded and will ensure this is noted on a go forward basis. R. Collver asked how confident are you that Fairview is on budget and on time. R. Wyszynski respond we are monitoring and on track.

Moved by: T. Waldschmidt

Seconded by: K. Sandy

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

Carried



(b) Appointment of Non-Board Audit Committee Members

R. Wyszynski referred to the Appointment of Non-Board Audit Committee report noting William Lovekin had resigned from his position on December 5, 2017. The vacant position was advertised, the selection committee, which consisted of the Chair or designate, Director of Education and Superintendent of Business, reviewed applications and interviewed three applicants and recommends the appointment of Beryl Collingwood.

Moved by: D. Dean

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the Appointment of Beryl Collingwood as Non-Board Audit Committee Member for a three-year term ending January 31, 2021.

Carried

(c) Multi-Year Financial Recovery Plan

R. Wyszynski referred to the Multi-Year Financial Recovery Plan (MYFRP), noting in 2013-14, the Ministry formally approved the Grand Erie District School Board's multi-year recovery plan which was implemented to achieve specific financial targets by the end of the 2014-15 school year. It was determined that based on the Board's financial results for the 2014-15 school year the targets were not achieved and during the 2015-16 school year, the board submitted plans to incorporate a surplus and attain the necessary one percent target by August 31, 2017 and the Ministry granted an extension until the 2016-17 school year.

R. Wyszynski further noted that after the Ministry reviewed the Board's audited 2016-17 financial statement, the board had not achieved the necessary accumulated surplus balance and it was determined, after discussion with Ministry personnel, the best course of action would be to submit a new MYFRP.

R. Wyszynski indicated the plan must contain the following sections and provided a high level overview of each section:

- The current financial picture
- Major Factors that contributed to the deficit
- Strategies to achieve success
- A Financial summary and three-year outlook
- An impact of the assessment of saving measures and cost pressures
- The risks associated with the proposed plan

R. Wyszynski noted a plan will be drafted for Trustee approval at the April 9, 2018 Committee of the Whole Board meeting for immediate submission to the Ministry.



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R. Wyszynski noted that he will provide Trustees with the detailed list of the capital debt. R. Collver commented that we need a clear understanding of the total unsupported capital debt, and requested this occurs during budget review process. C.A. Sloat asked are we penalized from the disposition of land? G. Anderson requested that a tutorial occur during the Budget Review meetings regarding these items.

G. Anderson thanked R. Wyszynski for the detailed report.

R. Collver asked for clarity and noted Trustees need more oversight and monitoring moving forward. R. Collver indicated budgets can get out of control and is requesting assurance that budgets are being monitored and how we are doing.

J. Harris incline to agree with R. Collver's increased oversight and suggested while we supply updates to the Ministry monthly it is prudent to update Trustees monthly. J. Harris further commented that through OPSBA they need to be aware of what we are feeling on the ground level and send comments back on what is the long term plan on those items that we can control.

R. Collver commented that it might be a good idea for the Chair of the Board to write a letter. G. Anderson responded that he will be happy to send a letter and suggests it be sent to the Ministry of Education. J. Harris firmly believes that we also need to go to OPSBA. C.A. Sloat noted that there are many opportunities to share concerns over the next few weeks and will do on the Trustees' behalf.

Moved by: C.A. Sloat

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Multi-Year Financial Recovery Plan report as information.

Carried

H – 1 Other Business

(a) Summary of Accounts – February 2018

Presented as printed.

Moved by: D. Sowers

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of February 2018 in the amount of \$7,266,456.33 as information.

Carried



(b) Special Education Advisory Committee Minutes – February 15, 2018

Presented as printed.

Moved by: D. Sowers

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Special Education Advisory Committee Minutes – February 15, 2018 as information.

Carried

(c) Joint Occupational Health & Safety Committee Minutes – February 15, 2018

Presented as printed.

Moved by: J. Richardson

Seconded by: A. Felsky

THAT the Grand Erie District School Board receive the Joint Occupational Health and Safety Committee Minutes – February 15, 2018 as information.

Carried

(d) Student Transportation Services Brant Haldimand Norfolk Minutes (Draft) – February 20, 2018

Presented as printed.

Moved by: D. Sowers

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the Student Transportation Services Brant Haldimand Norfolk Minutes (Draft) – February 20, 2018 as information.

Carried

(e) Native Advisory Committee Minutes (Draft) – March 6, 2018

Presented as printed.

C.A. Sloat asked about the education services agreement with INAC. B. Blancher responded that we are close to completing the draft.



Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the Grand Erie District School Board receive the Native Advisory Committee Minutes (Draft) – March 6, 2018 as information.

Carried

(f) **Safe and Inclusive School Committee Minutes (Draft) – March 8, 2018**

Presented as printed.

Moved by: D. Sowers

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the Safe and Inclusive School Committee Minutes (Draft) – March 8, 2018 as information.

Carried

(g) **Indigenous Education Advisory Committee Minutes (Draft) – February 28, 2018**

Presented as printed.

Moved by: D. Sowers

Seconded by: K. Sandy

THAT the Grand Erie District School Board receive the Indigenous Education Advisory Committee Minutes (Draft) – February 28, 2018 as information.

Carried

I – 1 Correspondence

(a) **Ministry of Labour – Terms of Reference of Multi-Workplace Joint Health and Safety Committee – Letter March 5, 2018.**

C.A. Sloat noted that it was disappointed that it took so long to receive approval.

Moved by: D. Sowers

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the correspondence as information.

Carried



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J – 1 Adjournment

Moved by: C.A. Sloat

Seconded by: J. Harris

THAT the meeting be adjourned at 9:18 p.m.

Carried

Board Chair, Greg Anderson



MINUTES

Present: D. Sowers – Committee Chair, G. Anderson, R. Collver, D. Dean, B. Doyle (arrived at 7:56 p.m.), A. Felsky, J. Harris, J. Richardson, K. Sandy, C.A. Sloat, D. Sowers, L. Kelly (Student Trustee)

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

Regrets:

Trustees:	J. Hsiao (Student Trustee)
Administration:	Nil

A - 1 Opening

(a) Roll Call

The meeting was called to order by Committee Chair, D. Sowers at 6:47 p.m. for the purpose of conducting the Open Session.

(b) Declaration of Conflict of Interest

Nil

(c) In Camera Session

Moved by: A. Felsky

Seconded by: G. Anderson

THAT the Board move into In Camera Session to discuss personnel matters at 6:47 p.m.

Carried

(d) Welcome to Open Session

The Public Session meeting was called to order by Committee Chair, D. Sowers at 7:15 p.m.



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

Presented as printed.

Moved by: J. Richardson
Seconded by: T. Waldschmidt
THAT the Agenda be approved.
Carried

(f) **In Camera Report**

Moved by: C.A. Sloat
Seconded by: T. Waldschmidt
THAT the Grand Erie District School Board approve the term appointment extensions pending Board budget approval and Ministry Funding.
Carried

(g) **Delegation**

Aaron Berta presented his delegation regarding French Immersion kindergarten in Norfolk County.

J. Harris noted he has questions for staff and would like to add French Immersion Program in Norfolk to the agenda.

Moved by: J. Harris
Seconded by: A. Felsky
THAT the Norfolk French Immersion be added to the agenda as B-1-b.
Carried

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

(a) **Multi-Year Financial Recovery Plan**

R. Wyszynski referred to the Multi-Year Financial Recovery Plan (MYFRP) 2017-18 to 2019-20 noting Grand Erie is required to submit a new MYFRP to the Ministry of Education for their approval. The plan is based on a Ministry template and contains the following sections:

- The current financial picture
- Major factors that contributed to the deficit
- Strategies to achieve success
- A financial summary and three-year outlook



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- An impact of the assessment of savings measures and cost pressures
- The risks associated with the proposed plan.

G. Anderson commented that a variety of things could be different over time and this is a very ambitious plan.

C.A. Sloat asked if a regular update or status on the plan will be brought to Trustees. R. Wyszynski responded that this will be incorporated into the quarterly reports.

R. Collver requested clarification that we are approving the plan but we not approving the budget. R. Wyszynski responded that is correct and we may find alternate savings during the budget planning process. R. Collver asked in the quarterly report that Trustees receive, if it is possible, to have more written explanation rather than just charts and graphs. R. Wyszynski responded the quarterly cover report will contain more details going forward.

J. Harris thanked R. Wyszynski for the clarity in this report and outlining some of the pressure points very well.

D. Sowers noted concerns regarding the reduction to classroom resources budget. R. Wyszynski responded that he noted those concerns and will keep them in consideration during the budget process.

J. Harris noted as the Ministry requires monthly reporting, he asked that Trustees also receive monthly reports. R. Wyszynski responded that is doable.

Moved by: G. Anderson

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the Multi-Year Financial Recovery Plan 2017-18 to 2019-20 for submission to the Ministry of Education.

Carried

(b) **French Immersion Program in Norfolk**

J. Harris asked what is the current capacity at Walsh. R. Wyszynski responded Walsh is currently at 91% capacity. J. Harris further asked what was the capacity previously? C. A. Sloat responded 112%. J. Harris continued to ask when do we believe this will stabilize. R. Wyszynski responded that projections are that up to 2022-23 enrolment will decline and then stabilize for the next 7 years.

J. Harris asked on the programming side, what is the French Immersion classification. B. Blancher responded it is a program within an English-language school. J. Harris further asked



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do we have a ready supply of teachers that are qualified to teach French? L. De Vos responded we continue to hire but there is a struggle to find candidates.

J. Harris noted we are under a financial recovery plan and this is a program of choice and we can only provide if a viable. J. Harris noted we have controls to create stability and does not recommend we make any changes.

D. Dean commented that it seems we have a number of children at Lakewood who cannot get into French Immersion and that there are vacancies at Walsh. L. De Vos responded that we have a no out of area rule in a motion passed by the Board and should we choose to lift it there could be a backlash from other areas. G. Anderson noted that we need to be very careful and would could have a snowball effect if we change the rule in one area

C.A. Sloat asked how would we triage the waiting list and allowing out of area registration as this could create secondary problems for those who cannot provide their own transportation. Also, there are more students on the waiting list than there are spaces at Walsh.

R. Collver would like to remind Trustees we have plan in place and the rules apply to all.

J. Harris responded to D. Dean's comment stating we do not have capacity at the school even though we may have space in the program.

B. Doyle arrived at 7:56 p.m.

Moved by: G. Anderson

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the delegation as information.

Carried

C - 1 Director's Report

Prior to beginning her report, the Director stated the following:

As an organization that encourages student-athlete participation, Grand Erie District School Board joins all Canadians in recognizing the lives lost in Saskatchewan on Friday. We will keep the Humboldt Broncos, their family, friends and community in our thoughts as they deal with this loss and try to move forward.



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Director's highlights:

- Secondary Eco Conference is this Wednesday, April 11 at Camp Trillium in Waterford. The Grand Erie District School strives to create environmentally responsible teach and learning environments for all and as part of this effort, Facility Services host an annual Environmental Youth Symposiums alternative years for both elementary and secondary students. This year secondary students will have an opportunity to actively be engaged, education and inspired to become environmental stewards and leaders. The day will include keynote address, lunch and a number of break out workshops hosted by a number of local and provincial organizations.
- Bay Area Science and Engineering Fair Awards were held on March 27, 2018 and 10 Grand Erie Students received awards, many multiple awards and 2 projects were selected to move onto the Canada-wide Science and Engineering Fair.
- International Day of Pink is this Wednesday, April 11
- PA Day this Friday, April 13 for all elementary and secondary schools
- CWB Welding Foundation and Stelco Donation – Stelco is making a large contribution to help the welding programs at four Grand Erie Secondary schools – BCI, PJ, Cayuga and Waterford. An event to celebrate this investment by Stelco will take place this Wednesday, April 11 at 1 p.m. at the United Steelworkers Local 8782 hall in Townsend. Superintendent Martins and Chair Anderson will be in attendance at this event.
- Open Houses for Grandview Central and Fairview Avenue Elementary Schools is scheduled for this Saturday, April 14 from 1 – 3 p.m.
- GEPIC Spring Event is scheduled for Wednesday, April 25, 2018 beginning at 6 p.m. at Waterford District High School. Topic requested from GEPIC members is "The impact of Legalization of Marijuana on Families.

Moved by: G. Anderson

Seconded by: J. Richardson

THAT the Grand Erie District School Board receive the Director's Report of April 9, 2018 as information.

Carried

- B. Blancher noted that Budget Meeting dates were set in February and since that time we have been advised that the GSN Technical Paper will not be released until the end of April and recommends the Board reschedule the meeting set for April 30.



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Moved by: A. Felsky

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board reopen the motion approved at the February 25, 2018 Regular Board Meeting setting the 2018-19 Budget Review Meetings dates.

Carried

Moved by: R. Collver

Seconded by: D. Dean

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

1. May 15, 2018
2. May 22, 2018
3. May 29, 2018

Carried

D - 1 New Business – Action/Decision Items

(a) Secondary Class Size

S. Sincerbox referred to the Secondary Average Class Size report that is presented to Trustees annually.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve an increase to the average aggregate Secondary School Class Size to 22 for 2018-19.

Carried

(b) International Students – Fee Structure

R. Wyszynski referred to the International Students – Fee Structure report that is presented to Trustees annually. R. Wyszynski noted that Grand Erie receives a number of applications from students outside of Canada and reviewed the 2013-18 International Student Enrollment data, budget implications/funding source(s), proposed fee schedule for 2018-19 and next steps.

Moved by: T. Waldschmidt

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve the 2018-19 Tuition Fees for International students

Carried



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(c) **Mileage Remuneration Review**

R. Wyszynski referred to the Mileage Remuneration Review Report noting the mileage rate is reviewed annually for budgeting purposes. R. Wyszynski reviewed the Canada Revenue Agency's Automobile allow rates for 2018, recent gasoline prices in Ontario and budget implications.

J. Harris requested we add as recommended by Canada Revenue Agency as we did last year.

Moved by: A. Felsky

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the current mileage rate of \$0.54 per kilometer for the first 5,000 kilometers, and \$0.48 per kilometer thereafter effective September 1, 2018, subject to final budget approval and as directed by Canada Revenue Agency.

Carried

K. Sandy left the meeting at 8:12 p.m.

(d) **Facility Renewal Plan 2017-18**

R. Wyszynski invited T. Oldham to the table. R. Wyszynski referred to the Facility Renewal Plan 2017-18 Report noting to ensure that students and staff have a safe and welcoming environment in which to learn and work, annually the Facility Services team reviews and prioritizes the building components that may need repair or replacement. R. Wyszynski reviewed the 2017-18 Capital Projects and noted these were funded by Facility Renewal, School Condition Improvement, Community Hubs allocations and previous approved allocations for Building and Ground budgets, Pride of Place, Community Partnership Incentive Projects and School/Program Improvement Fund Projects.

C.A. Sloat last year \$150,000 was allocated for kindergarten classroom upgrade and did they all get completed? T. Oldham responded that upgrades were completed. T. Oldham noted the following projects were not completed or were deferred: 5 roofing plans, the well-water upgrade at Walsh as there is a well driller shortage in Norfolk, front entry for both Pauline Johnson CVS and North Park Collegiate and the Pauline Johnson CVS elevator.

C.A. Sloat asked do we still do CPIP signs for donors? T. Oldham responded we leave it to the school. C.A. Sloat continued to ask about Brantford Collegiate Institute front entrance doors. T. Oldham responded it was not part of the original retrofit and was deferred, however we have tried to patch the damage but we are now at the point that it needs to be replaced.



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D. Dean noted he would like to continue the discussion on open concept classrooms and the need to fix them, this project was rejected previously due to the cost. D. Dean asked if Facility Services could provide costs to fix these rooms so we can determine if it is prohibitive.

G. Anderson appreciates the work that is completed each year by Facility Services and knows it means a lot to schools.

T. Waldschmidt requested Paris Central also be added to the list of open concept classrooms.

R. Collver noted that we need to understand our capital budget and would like to know if we could align capital and operating budget. R. Wyszynski responded we can definitely add a capital report to the budget cycle. J. Harris asked how do we protect ourselves from the unsupported items. R. Wyszynski responded that we will set realistic budgets for projects and monitor the costs throughout the project. However, it should be noted that there is always a chance that unforeseen costs materialize such as unknown substances behind walls or contaminated ground. Although these risks can occur, the finance team will ensure that we utilize Ministry capital funding streams where possible.

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the Facility Renewal Plan for 2017-18.

Carried

(e) **Quality Accommodations Committee Report**

R. Wyszynski referred to the Quality Accommodations Committee report which is a result of completing a review of accommodation and projected enrolment and contains recommendations for considerations by the Trustees. R. Wyszynski reminded Trustees that the board engaged Watson and Associates to assist with the preparation of long term enrolment forecasts and future accommodation scenarios and in 2018, Grand Erie received updated demographic information for each geographic region within the Board based on the 2016 census. R. Wyszynski continued to provide an overview on the following:

- Pupil Accommodation Reviews (PAR) with recommended Priorities
- Demographic Trends
- Enrolment Share for Elementary and Secondary
- Population per Dwelling in Brant/Brantford, Haldimand and Norfolk for Elementary and Secondary
- Priority Recommendations for completion in 2018-19 and 2019-20 and 2020-21



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- Programming Recommendations for French Immersion at Caledonia Centennial Public School

G. Anderson asked how many pupil spaces do we need to gain in Brantford to get a new Secondary in West Brant. R. Wyszynski responded that we would need to look at that and can provide the information. G. Anderson further commented that he presumes that if there was a new secondary school in West Brant, we would be required to close a secondary school.

Moved by: G. Anderson

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the Quality Accommodations Committee Report as information.

Carried

R. Collver noted the Houghton and Valley Heights issue asked if R. Wyszynski has requested a reply from the Ministry recently? R. Wyszynski responded he will send a request for get a status update on that.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board complete a Pupil Accommodation Review of Brantford Secondary schools (Brantford Collegiate Institute & Vocational School, North Park Collegiate & Vocational School, Pauline Johnson Collegiate & Vocational School, Tollgate Technological Skills Centre and Grand Erie Learning Alternatives (GELA). Scope of review to include possible re-distribution of specialty programming among schools and boundary revisions to balance enrolment across all schools in the review. The review to commence after the Board's review of Policy FT5 Pupil Accommodation Review.

Carried

Moved by: C.A. Sloat

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the relocation of the French Immersion program grades 4-8 from Caledonia Centennial Public School to River Heights School effective September 4, 2018.

Carried

G. Anderson asked about the concern of staffing for the French Immersion and are we comfortable. S. Sincerbox responded that there have been two staffing meetings with ETFO and this issue will need some discussion with ETFO.



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Monday, April 9, 2018
Education Centre, Board Room

(f) Education Services Agreement – Mississaugas of the New Credit

B. Blancher referred to the Educational Services Agreement – Grand Erie District School Board and Mississaugas of the new Credit First Nation (MNCFN) report noting upon request from MNCFN Education Director A. Sault we developed a formal agreement with MNCFN in a number of years. B. Blancher provided an overview of the three-year tentative agreement reached in March 2018 and reviewed the next steps once the agreement is approved.

R. Collver it is good to see that this is building of relationships is seeking for clarity on MNCFN staff. B. Blancher responded that this would staff hired by MNCFN.

Moved by: C.A. Sloat

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the 2018-21 Tuition Agreement with Mississaugas of the New Credit First Nation for signature by the Board signing authorities.

Carried

D – 2 New Business

(a) Education Technology Initiative Update

D. Abbey invited J. Dumoulin to the table. D. Abbey referred to the Education Technology Plan Update report which provides details of the current status of implementation of Phase 8 of the plan as well as next steps heading into Phase 9 (2018-19). D. Abbey provided a high level update on the following:

- Hardware: Teacher and Student devices, hardware refresh update, refresh strategy highlights
- Professional Development: Digital Lead Learner (DLL's), Demonstration Classes, Educational Technology Projects, EdTech Student Crew, Professional Learning Support Staff & Program Team Connections and Principals and Vice-Principals
- Education Technology Initiative Evaluation

D. Abbey continued to review the next steps, budget implications and communication plan for Phase 9 (2018-19) and Phase 10 (2019-20).

A. Felsky assumed the chair at 9:03 pm

D. Sowers re-assumed the chair at 9:05 p.m.

J. Harris commented that he continues to be impressed with this report and the work that is occurring specifically the EdTech Student Crew.



Committee of the Whole Board Meeting

Monday, April 9, 2018
Education Centre, Board Room

Moved by: B. Doyle

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the Education Technology Plan Update as information.

Carried

(b) **e-Learning Annual Report**

D. Martins referred to the eLearning Annual Report noting Grand Erie has been offering eLearning programming since September 2002 in partnership with the Ontario eLearning Consortium (OeLC) and has expanded its programs to include a greater number of courses in a variety of grades and pathways. D. Martins provided an overview on the following:

- current eLearning programs: Consortium-based Asynchronous eLearning, Continuing Education and Summer School, Turning Point Asynchronous eLearning Courses
- Grand Erie eLearning Website
- Roles and Responsibilities of the Technology Enabled Learning and Teaching Contact (TELTc)
- Ongoing Considerations
- Budget Implications / Funding Sources
- Communication and Action Plan

Moved by: B. Doyle

Seconded by: G. Anderson

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

Carried

(c) **Summer School Report**

D. Martins referred to the Summer School Report noting in 2017 Summer School students achieved 89.5% of attempted credits and eLearning registration continued to outnumber in-class registration. D. Martins informed Trustees that for 2018, Summer School will be held in two locations: Brantford Collegiate Institute (BCI) and Hagersville Secondary School (HSS) and will offer full credit, reach ahead credit and credit recovery courses. D. Martins provided an overview of the key elements of 2018 programs and summer school challenges.



Committee of the Whole Board Meeting

Monday, April 9, 2018
Education Centre, Board Room

Moved by: G. Anderson

Seconded by: D. Dean

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

Carried

(d) **Trustees' Expenses Report**

R. Wyszynski referred to the Trustees' Expenses Report as printed.

Moved by: C.A. Sloat

Seconded by: A. Felsky

THAT the Grand Erie District School Board receive the Trustees' Expense Report as information.

Carried

(e) **Education Week 2018**

B. Blancher referred to the Education Week 2018 Report noting that Education Week will take place between May 7 to May 11 and Grand Erie's Annual Education Week Gala will take place on Thursday, May 3 between 11:30 am and 1:30 p.m. hosted by Student Trustees. This year's theme is *Feeling Well...Mind, Body & Spirit* and B. Blancher informed Trustees a complete list of Education Week activities and events will be shared at the end of April.

Moved by: J. Harris

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Education Week 2018 Report as information.

Carried

(f) **Before and After School Programs 2018-19**

L. De Vos referred to the Before and After School Programs Kindergarten – Grade 6, 2018-19 report noting school boards are required under the Ministry of Education's *Before and After School Programs Kindergarten – Grade 6 Policies and Guidelines* to ensure the provision of before and after school programs in each elementary school in Ontario where there is sufficient demand and/or viability. L. De Vos noted third-party providers have expressed interest in offering programs for 41 schools and two locations will offer Before and After School Program. L. De Vos reviewed the next steps.

L. Kelly (Student Trustee) left the meeting at 9:25 p.m.



Committee of the Whole Board Meeting

Monday, April 9, 2018
Education Centre, Board Room

R. Collver requested an understanding of the role of Consolidated Municipal Service Managers (CMSM). L. De Vos responded the CMSM works with the providers as well. R. Collver asked how the funding works. L. De Vos responded the municipality flows the funding directly to the provider.

Moved by: G. Anderson

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the report on Before and After School Programs 2018-19 as information.

Carried

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

Nil

E – 2 Procedure Consideration – Information Items

Nil

F - 1 Other Business

(a) OPSBA Report

Nil

G - 1 Correspondence

(a) Waterloo Region District School Board – March 1, 2018 Letter

(b) Waterloo Region District School Board – February 26, 2018 Letter

Moved by: T. Waldschmidt

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the correspondence as information.

Carried

H - 1 Adjournment

Moved by: G. Anderson

Seconded by: J. Harris

THAT the meeting be adjourned at 9:30 p.m.

Carried



MINUTES

Present: Board Chair G. Anderson, Board Vice-Chair T. Waldschmidt, R. Collver, D. Dean, B. Doyle, A. Felsky, J. Harris, J. Richardson, C.A. Sloat, D. Sowers,

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

Regrets:

Trustees: K. Sandy, J. Hsiao (Student Trustee), L. Kelly (Student Trustee)

Administration: Nil

A – 1 Opening

(a) Roll Call

The meeting was called to order by Board Chair, G. Anderson at 9:30 p.m.

B - 1 Committee Report

Moved by: D. Sowers

Seconded by: J. Harris

THAT the Grand Erie District School Board approve the Committee of the Whole Board Report, dated April 9, 2018 as follows

1. Multi-Year Financial Recovery Plan

THAT the Grand Erie District School Board approve the Multi-Year Financial Recovery Plan for submission to the Ministry of Education.

2. Educational Services Agreement – Grand Erie District School Board and Mississaugas of the New Credit First Nation (MNCFN)

THAT the Grand Erie District School Board approve the 2018-21 Tuition Agreement with Mississaugas of the New Credit First Nation for signature by the Board signing authorities.

Carried

C – 1 Adjournment

Moved by: C. A. Sloat

Seconded by: A. Felsky

THAT the meeting be adjourned at 9:31 p.m.

Carried

Board Chair, Greg Anderson



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Brenda Blancher, Director of Education & Secretary
FROM: Diane Sowers, Chair, Committee of the Whole Board
RE: **Committee of the Whole Board Report**
DATE: April 23, 2018

Recommended Action: It was moved by _____, seconded by _____
THAT the Grand Erie District School Board approve the Committee of the Whole Board Report,
dated April 9, 2018 as follows:

1. In Camera Report

Moved by: C.A. Sloat
Seconded by: T. Waldschmidt
THAT the Grand Erie District School Board approve the term appointment extensions
pending Board budget approval and Ministry Funding.

2. French Immersion Program in Norfolk

Moved by: G. Anderson
Seconded by: T. Waldschmidt
THAT the Grand Erie District School Board receive the delegation as information.

3. Director's Report

Moved by: G. Anderson
Seconded by: J. Richardson
THAT the Grand Erie District School Board receive the Director's Report of April 9, 2018 as
information.

Moved by: A. Felsky
Seconded by: C.A. Sloat
THAT the Grand Erie District School Board reopen the motion approved at the February 25,
2018 Regular Board Meeting setting the 2018-19 Budget Review Meetings dates.

Moved by: R. Collver
Seconded by: D. Dean
THAT the Grand Erie District School Board set the amended dates for Budget Review
Meetings as follows:

1. May 15, 2018
2. May 22, 2018
3. May 29, 2018

4. Secondary Class Size

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve an increase to the average aggregate Secondary School Class Size to 22 for 2018-19.

5. International Students – Fee Structure

Moved by: T. Waldschmidt

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve the 2018-19 Tuition Fees for International students

6. Mileage Remuneration Review

Moved by: A. Felsky

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the current mileage rate of \$0.54 per kilometer for the first 5,000 kilometers, and \$0.48 per kilometer thereafter effective September 1, 2018, subject to final budget approval and as directed by Canada Revenue Agency.

7. Facility Renewal Plan 2017-18

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the Facility Renewal Plan for 2017-18.

8. Quality Accommodations Committee Report

Moved by: G. Anderson

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the Quality Accommodations Committee Report as information.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board complete a Pupil Accommodation Review of Brantford Secondary schools (Brantford Collegiate Institute & Vocational School, North Park Collegiate & Vocational School, Pauline Johnson Collegiate & Vocational School, Tollgate Technological Skills Centre and Grand Erie Learning Alternatives (GELA). Scope of review to include possible re-distribution of specialty programming among schools and boundary revisions to balance enrolment across all schools in the review. The review to commence after the Board's review of Policy FT5 Pupil Accommodation Review.

Moved by: C.A. Sloat

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the relocation of the French Immersion program grades 4-8 from Caledonia Centennial Public School to River Heights School effective September 4, 2018.

9. Education Technology Initiative Update

Moved by: B. Doyle

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the Education Technology Plan Update as information.

10. e-Learning Annual Report

Moved by: B. Doyle

Seconded by: G. Anderson

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

11. Summer School Report

Moved by: G. Anderson

Seconded by: D. Dean

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

12. Trustees' Expenses Report

Moved by: C.A. Sloat

Seconded by: A. Felsky

THAT the Grand Erie District School Board receive the Trustees' Expense Report as information.

13. Education Week 2018

Moved by: J. Harris

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Education Week 2018 Report as information.

14. Before and After School Programs 2018-19

Moved by: G. Anderson

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the report on Before and After School Programs 2018-19 as information.

15. Correspondence

Moved by: T. Waldschmidt

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the correspondence as information.

Respectfully submitted,

Diane Sowers, Chair
Committee of the Whole Board



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Brenda Blancher, Director of Education & Secretary
FROM: Scott Sincerbox, Superintendent of Education (Human Resources)
RE: **Workforce Report**
DATE: April 23, 2018

<p>Recommended Action: Moved by _____ Seconded by _____ THAT the Grand Erie District School Board approve the Workforce Report with data as of March 31, 2018.</p>

Rationale/Background

- 1.0 The Board receives information three times a school year – November, February and April - that provides totals by employee group/position, relative to the budget. The Report also includes retirement and resignation names.

Respectfully submitted,

Scott Sincerbox
Superintendent of Education (Human Resources)

GRAND ERIE DISTRICT SCHOOL BOARD

WORKFORCE REPORT 2016 - 2017

		Budget	Funding	Oct 31/17	Jan 31/18	Mar 31/18
			Adjustments			
1	Supervisory Officers	8.00		8.00	8.00	8.00
2	Consultants & Coordinators - Elementary	15.50		15.50	15.50	15.50
3	Consultants & Coordinators - Secondary	5.00		5.00	5.00	5.00
4	Principal Leaders - Elementary	3.00		3.00	3.00	3.00
5	Principal Leaders - Secondary	1.00		1.00	1.00	1.00
6	Principals & Vice-Principals - Elementary	70.50		70.50	70.50	70.50
7	Principals & Vice-Principals - Secondary	32.00		32.00	32.00	32.00
9	Teachers - Elementary	1068.50	10.00	1078.50	1078.50	1078.50
10	Teachers - Secondary	606.17	13.00	618.00	619.00	619.33
11	Psycho-Educational Consultants	8.00		8.00	8.00	8.00
12	Speech Pathologists	6.50	0.50	7.00	7.00	7.00
13	Social Workers	7.50		7.50	7.50	7.50
14	Child and Youth Workers	12.00		12.00	12.00	12.00
15	Attendance Counsellors	7.00		7.00	7.00	7.00
16	Behaviour Counsellors	7.00	0.50	7.50	7.50	7.50
17	Communicative Disorders Assistants	7.00		7.00	7.00	7.00
18	Educational Assistants	303.00	7.00	310.00	310.00	310.00
19	Educational Assistants - Native	11.00		9.00	9.00	9.00
20	Other EA Funding	23.50	1.00	24.50	24.50	24.50
21	Library Technicians	11.00	0.73	11.73	11.73	11.73
22	Clerical, Secretarial, Business Admin & Non-Union	224.61	2.00	226.61	226.61	226.61
23	Early Childhood Educators	110.00	4.00	114.00	114.00	115.00
24	Plant Operations & Maintenance	203.48	4.85	208.33	208.33	208.33
25	Food Services	6.00		6.00	6.00	6.00
26	Transportation	6.00		6.00	6.00	6.00
27	Noon-Period Supervisors	31.64		41.10	41.43	41.43
28	Parent Family Literacy Centre Staff	3.60		3.60	3.60	3.60
	TOTAL	2798.50	43.58	2848.37	2849.70	2851.03

Resignations/Retirements			G. Byron	M. Book	J. Atfield
			B. Stokes	B. Bridgewater	A. Robillard
			S. Anschuetz	C. Campbell	D. Secord
			L. Strasser	M. Capel	B. Loughheed
			W. Adams	J. Clayton	B. Johnston
			T. Borowicz	S. Compton	A. Mageran
			A. Taylor	T. Daniel	B. McCallum
				N. Dawdy-Curley	T. McDougald
				J. Desjardins	S. Morris
				E. Douglas	B. Mitchell
				C. Kohoko	D. Gilmore
				M. MacLellan	
				G. Malo	
				N. Martin	
				J. Minna	
				K. Mitchell	
				J. Nichols	
				K. Peart	
				S. Pickett	
				G. Reeves	
				S. Reid	
				D. Rombough	
				M. Smith	
				S. Smith	
				M. Vandendriessche	
				C. Vanderlubbe	
				S. VanGulck	
				J. Weber	
				J. White	
				M. Wildfong	
				J. Woytaz	

Elementary Occasional - Qualified			348.00	379.00	377.00
Secondary Occasional - Qualified			232.00	249.00	225.00
Secondary Occasional - Unqualified			1.00	1.00	1.00
Clerical/Technical - Casual			46.00	63.00	62.00
Educational Assistants - Casual			123.00	132.00	116.00
Casual Caretakers			30.00	28.00	32.00
Casual ECE			56.00	55.00	52.00
Casual Parent Family Literacy Centre Staff			20.00	20.00	15.00



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Brenda Blancher, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business and Treasurer
RE: **Quarterly Budget Report**
DATE: April 23, 2018

<p>Recommended Action: Moved by _____ Seconded by _____ THAT the Grand Erie District School Board receive the Quarterly Budget Report for the six months ended February 28, 2018 as information.</p>

Background:

Consistent with Board Policy F2, the Quarterly Budget Report for the six months ended February 28, 2018 is attached.

Additional Information:

In February 2018, the finance team collected information from budget-holders to evaluate and analyze financial data from the second quarter of the school year (December 1, 2017 to February 28, 2018). Some of the highlights are summarized below:

- Enrolment is expected to be closely aligned to the revised estimates projection resulting in no significant deviation from the 2017-18 Revised Estimates
- There is an anticipated decrease to the transportation allocation (\$135,000) and the School Operations allocation (\$13,000) based on a final review of the 2016-17 fiscal year end. This will be slightly offset by an anticipated increase to the board administration allocation (\$84,000). The net impact to revenues is a decrease of \$64,000
- The reduction of teaching sections in secondary combined with detailed analysis of expenditures in both panels have revealed a savings of approximately \$688,000. This includes the absorption of the Rural and Northern Education Fund to support secondary sections.
- Trending in the utilization of supply teachers, educational assistants (EAs) and early childhood educators (ECEs) indicates an additional pressure to the budget of \$477,000.
- There is also an increase in the utilization of supply principals creating an additional pressure of \$238,000.
- ECE salary and benefit costs are trending lower than expected, generating a savings of \$183,000.
- Increased legal expenditures and grievance costs have resulted in \$198,000 in additional costs.

The 2017-18 Revised Estimates (also known as Quarter 1) reported a surplus of \$1,025,000. The information summarized above and in the attached dashboard has resulted in a restated surplus of \$921,000, a decrease of \$104,000. The biggest risks to the financial forecast continue to belong to

projections surrounding sensitive variable costs such as utilities and replacement staff for teachers, EAs and ECEs.

Grand Erie Multi-Year Plan:

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

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business and Treasurer

**Grand Erie District School Board
2017-18 Financial Forecast Report
For the Period Ended February 28, 2018**

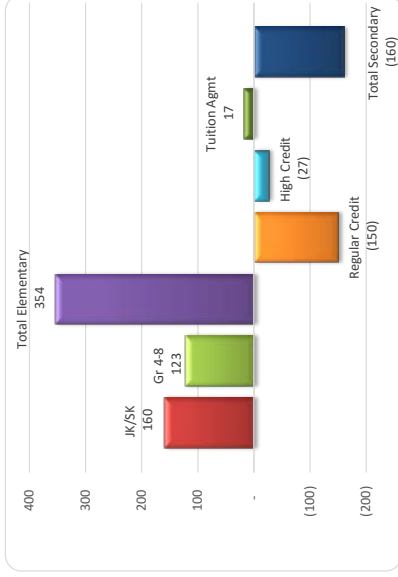
Summary Comparison of Revised Budget versus Estimates Budget

(\$Thousands)	Estimates (Budget)	Revised Estimates	2nd Quarter Forecast	Variance from Rev	
				\$	%
Revenue					
Provincial Grants (GSN)	288,340	288,302	288,238	(64)	0.0%
Grants for Capital Purposes	4,042	4,042	4,042	-	0.0%
Other Non-GSN Grants	4,202	6,072	6,417	345	5.4%
Other Non-Grant Revenues	8,591	8,781	8,781	-	0.0%
Amortization of DCC	15,811	15,449	15,449	-	0.0%
Total Revenue	320,986	322,647	322,928	281	0
Expenditures					
Classroom Instruction	224,000	225,624	225,845	221	0.1%
Non-Classroom	26,476	26,329	26,337	8	0.0%
Administration	7,842	7,982	8,228	246	3.0%
Transportation	11,997	11,912	11,903	(9)	-0.1%
Pupil Accommodation	43,875	44,434	44,354	(80)	-0.2%
Contingency & Non-Operating	5,296	5,339	5,339	(0)	0.0%
Total Expenditures	319,486	321,622	322,007	385	0.0%
In-Year Surplus (Deficit)	1,500	1,025	921	104	-
Prior Year Accumulated Surplus for compliance	398	398	398	-	0.0%
Accumulated Surplus (Deficit) for compliance	1,898	1,423	1,318	(104)	-7.9%

Summary of Enrolment

ADE	Estimates (Budget)	Revised Estimates	Variance from Est	
			\$	%
Elementary				
JK/SK	3,195	3,355	160	5.0%
Gr 1-3	5,344	5,415	71	1.3%
Gr 4-8	8,938	9,061	123	1.4%
Total Elementary	17,477	17,831	354	2.0%
Secondary <21				
Regular Credit	7,874	7,724	(150)	-1.9%
High Credit	73	46	(27)	-36.8%
Tuition Agmt & Visa	534	551	17	3.2%
Total Secondary	8,480	8,320	(160)	-1.9%
Total Board	25,957	26,151	194	0.7%

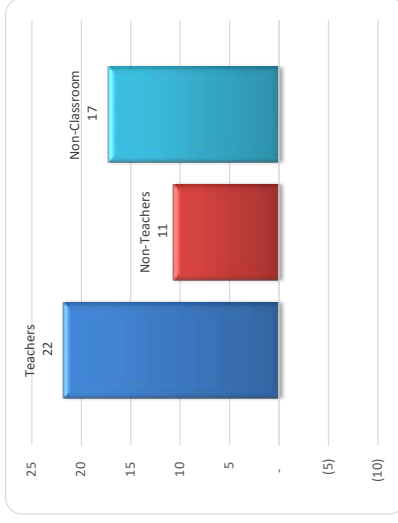
Changes in Enrolment: Budget v. Forecast



Summary of Staffing

FTE	Estimates (Budget)	Revised Estimates	Variance from Est	
			\$	%
Classroom				
Teachers	1,675	1,697	22	1.3%
Non-Teachers	586	596	11	1.8%
Total Classroom	2,260	2,293	33	1.4%
Non-Classroom	538	556	17	3.2%
Total	2,799	2,848	50	1.8%

Changes in Staffing: Budget v. Forecast



Grand Erie District School Board
2017-18 Financial Forecast Report
Revenues
For the Period Ended February 28, 2018

Budget Assessment					
Estimates	Revised Estimates	2nd Quarter Forecast	Change		Material Variance Note
			\$ Increase (Decrease)	% Increase (Decrease)	
Grant Revenues					
Pupil Foundation	139,151	140,258	140,258	-	0.0%
School Foundation	19,796	19,916	19,916	-	0.0%
Special Education	36,873	37,124	37,124	-	0.0%
Language Allocation	3,874	3,942	3,942	-	0.0%
Rural and Northern Education Funding	-	583	583	-	0.0%
Learning Opportunities	7,525	7,584	7,584	-	0.0%
Continuing and Adult Education	1,594	1,503	1,503	-	0.0%
Teacher Q&E	27,944	26,094	26,094	-	0.0%
ECE Q&E	1,808	1,887	1,887	-	0.0%
New Teacher Induction Program	174	174	174	-	0.0%
Restraint Savings	(80)	(80)	(80)	-	0.0%
Transportation	13,472	13,472	13,337	(135)	(1.0%)
Administration and Governance	7,827	7,863	7,947	84	1.1%
School Operations	25,884	25,980	25,967	(13)	(0.1%)
Community Use of Schools	381	381	381	-	0.0%
Declining Enrolment	636	135	135	-	0.0%
Indigenous Education	728	731	731	-	0.0%
Safe Schools Supplement	491	493	493	-	0.0%
Permanent Financing - NPF	262	262	262	-	0.0%
Total Operating Grants	288,340	288,302	288,238	(64)	(0.0%)
Grants for Capital Purposes					
School Renewal	964	964	964	-	0.0%
Temporary Accommodation	30	30	30	-	0.0%
Short-term Interest	215	215	215	-	0.0%
Debt Funding for Capital	3,547	3,547	3,547	-	0.0%
Minor Tangible Capital Assets (mTCA)	(714)	(714)	(714)	-	0.0%
Total Capital Purposes Grants	4,042	4,042	4,042	-	0.0%
Other Non-GSN Grants					
Education Programming - Other (EPO)	2,493	4,362	4,707	345	13.8%
Other Federal & Provincial Grants	1,710	1,710	1,710	-	0.0%
Total Non-GSN Grants	4,202	6,072	6,417	345	8.2%
Other Non-Grant Revenues					
Education Service Agreements	7,273	7,459	7,459	-	0.0%
Other Fees	128	128	128	-	0.0%
Other Boards	210	210	210	-	0.0%
Community Use & Rentals	495	500	500	-	0.0%
Miscellaneous Revenues	485	485	485	-	0.0%
Non Grant Revenue	8,591	8,781	8,781	-	0.0%
Deferred Revenues					
Amortization of DCC	15,811	15,449	15,449	-	0.0%
Total Deferred Revenue	15,811	15,449	15,449	-	0.0%
TOTAL REVENUES	320,986	322,647	322,928	281	0.1%

Explanations of Material Grant Variances

- a. Increase due to enrolment
- b. Decrease due to changes to the reported qualifications of teachers, offset by decrease in teacher expenditures
- c. Decrease due to gradual phase-out of grant reflecting increased enrolment
- d. Increase due to announcement of additional grants
- e. Increased due to higher than anticipated Education Service Agreement students
- f. Decrease due to the timing of construction projects as well as the full amortization of certain assets

Notes:

- 1. Estimates is the 2017-2018 Estimates Budget as approved by the Board in June 2017

Grand Erie District School Board
2017-18 Financial Forecast Report
Expenses
For the Period Ended February 28, 2018

	Budget Assessment					Material Variance Note
	Estimates	Revised Estimates	2nd Quarter Forecast	Change		
				\$ Increase (Decrease)	% Increase (Decrease)	
Classroom Instruction						
Teachers	167,008	166,207	165,519	(688)	(0.4%)	a.
Supply Teachers	3,613	5,468	5,945	477	13.2%	b.
Educational Assistants	17,633	17,633	17,701	68	0.4%	
Early Childhood Educators	6,985	6,985	6,802	(183)	(2.6%)	
Classroom Computers	3,673	3,659	3,861	202	5.5%	c.
Textbooks and Supplies	7,004	7,004	7,203	199	2.8%	d.
Professionals and Paraprofessionals	8,850	8,850	8,850	0	0.0%	
Library and Guidance	8,019	7,920	7,920	(0)	(0.0%)	
Staff Development	739	1,422	1,568	146	19.7%	d.
Department Heads	476	476	476	(0)	(0.0%)	
Total Instruction	224,000	225,624	225,845	221	0.1%	
Non-Classroom						
Principal and Vice-Principals	13,646	13,646	13,884	238	1.7%	e.
School Office	7,504	7,358	7,090	(268)	(3.6%)	c.
Co-ordinators and Consultants	3,552	3,552	3,593	41	1.2%	
Continuing Education	1,774	1,774	1,770	(3)	(0.2%)	
Total Non-Classroom	26,476	26,329	26,337	8	0.0%	
Administration						
Trustees	213	213	213	-	0.0%	
Director/Supervisory Officers	1,511	1,511	1,559	48	3.2%	f.
Board Administration	6,119	6,259	6,457	198	3.2%	g.
Total Administration	7,842	7,982	8,228	246	3.1%	
Transportation	11,997	11,912	11,903	(9)	(0.1%)	
Pupil Accommodation						
School Operations and Maintenance	22,376	23,404	23,324	(80)	(0.4%)	
School Renewal	964	964	964	(0)	(0.0%)	
Other Pupil Accommodation	3,809	3,809	3,809	(0)	(0.0%)	
Amortization & Write-downs	16,726	16,257	16,257	0	0.0%	
Total Pupil Accommodation	43,875	44,434	44,354	(80)	(0.2%)	
Contingency & Non-Operating	5,296	5,339	5,339	(0)	(0.0%)	
TOTAL EXPENDITURES	319,486	321,622	322,007	385	0.1%	

Explanations of Material Grant Variances

- Reduction of sections in secondary in second semester to alleviate the decrease in enrolment
- Higher than anticipated supply teacher costs based on trending
- Reclassification of phone expenditures
- Additional expenditures as a result of new grants not announced at time of budget
- Increase to due higher than anticipated utilization of supply principals
- Increase to salaries as a result of executive compensation
- Unfavourable result in greivances resulted in increased legal expenditures

Notes:

- Estimates is the 2017-2018 Estimates Budget as approved by the Board in June 2017



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Brenda Blancher, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business and Treasurer
RE: **Enrolment Update Report**
DATE: April 23, 2018

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

Rationale/Background:

Average Daily Enrolment (ADE) 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:

- Original enrolment projections for budget
- Preliminary enrolment reported as at September 8, 2017
- Preliminary enrolment reported as at September 29, 2017
- Enrolment reported as at October 31, 2017
- Final enrolment reported as ADE for October 31, 2017 and March 31, 2018
- Graph illustrating four years of actual enrolment history plus current year enrolment.

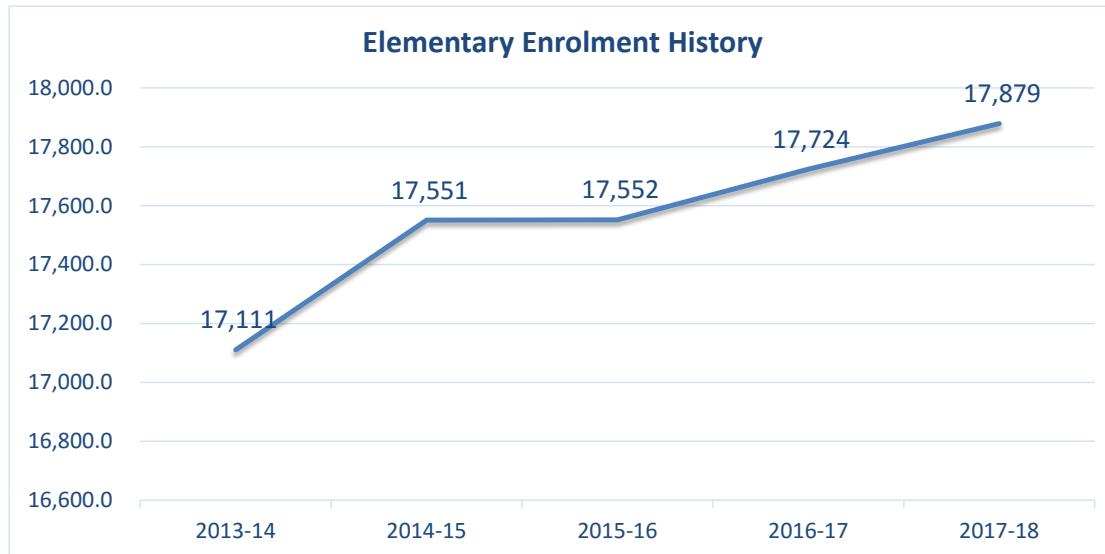
Respectfully submitted,

Rafal Wyszynski
Superintendent of Business and Treasurer

**Grand Erie District School Board
2017-18 Elementary Enrolment Update**

	Enrolment History					Change over 2016-17
	2013-14	2014-15	2015-16	2016-17	2017-18	
Half Day JK/SK	919.0	-	-	-	-	-
Full Day JK/SK	2,517.0	3,373.0	3,380.0	3,407.0	3,362.5	(44.5)
Grade 1-3	5,160.0	5,257.0	5,292.0	5,371.0	5,379.0	8.0
Grade 4-8	8,677.0	8,623.0	8,558.0	8,629.0	8,808.0	179.0
Special Education (Ungraded)	297.0	298.0	322.0	317.0	329.5	12.5
Total	17,570.0	17,551.0	17,552.0	17,724.0	17,879.0	155.0
Adj ADE re JK & SK	(459.5)	-	-	-	-	-
ADE for Grant	17,110.5	17,551.0	17,552.0	17,724.0	17,879.0	155.0

	2017-18 Enrolment					Change over Budget	Change over Oct. 31 '17
	Budget	Sept. 8 '17	Sept. 29 '17	Oct. 31 '17	Mar. 31 '18		
Full Day JK/SK	3,194.0	3,356.0	3,348.0	3,353.0	3,362.5	168.5	9.5
Grade 1-3	5,323.0	5,363.0	5,356.0	5,368.0	5,379.0	56.0	11.0
Grade 4-8	8,697.0	8,799.0	8,783.0	8,778.0	8,808.0	111.0	30.0
Special Education (Ungraded)	263.0	319.0	319.0	330.0	329.5	66.5	(0.5)
ADE for Grant	17,477.0	17,837.0	17,806.0	17,829.0	17,879.0	402.0	50.0

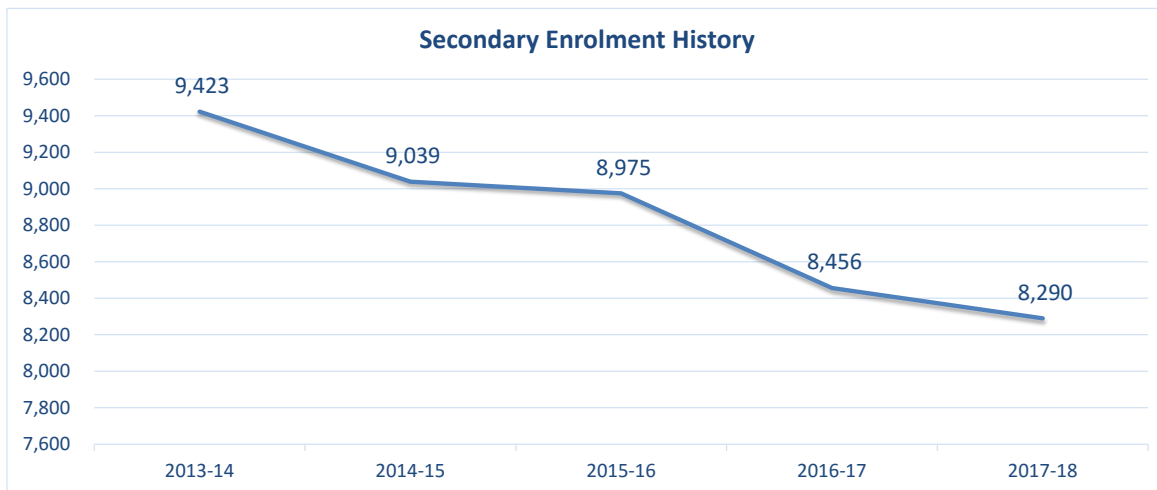


**Grand Erie District School Board
2017-18 Secondary Enrolment Update**

	Enrolment History					Change over 2016-17
	2013-14	2014-15	2015-16	2016-17	2017-18	
Pupils of the Board - Regular		8,388.86	8,337.08	7,850.84	7,692.52	(158.32)
Pupils of the Board - High Credit		71.34	64.43	66.16	44.77	(21.40)
Tuition Agreement Pupils		578.30	573.00	538.50	552.63	14.13
ADE for Grant	9,422.50	9,038.50	8,974.51	8,455.50	8,289.91	(165.59)

	2017-18 Enrolment					Change over Budget	Change over Oct. 31 '17
	Budget	Sept. 8 '17	Sept. 29 '17	Oct. 31 '17	Mar. 31 '18		
Pupils of the Board - Regular Oct. 31	8,085.20	8,206.80	8,009.00	7,931.23	7,931.23	(153.97)	-
Pupils of the Board - Regular Mar. 31	7,662.30	7,777.60	7,590.10	7,516.44	7,453.81	(208.49)	(62.63)
Pupils of the Board - Regular ADE	7,873.75	7,992.20	7,799.55	7,723.84	7,692.52	(181.23)	(31.32)
Pupils of the Board - High Credit Oct. 31	32.60	21.10	20.30	20.64	20.64	(11.96)	-
Pupils of the Board - High Credit Mar. 31	112.30	72.50	69.80	70.92	68.89	(43.41)	(2.03)
Pupils of the Board - High Credit ADE	72.45	46.80	45.05	45.78	44.77	(27.69)	(1.01)
Pupils of the Board - Tuition Agreement Oct. 31	546.10	494.50	566.80	563.75	563.75	17.65	-
Pupils of the Board - Tuition Agreement Mar. 31	521.00	471.70	540.70	537.76	541.50	20.50	3.74
Pupils of the Board - Tuition Agreement ADE	533.55	483.10	553.75	550.75	552.63	19.08	1.87
Total FTE - October 31, 2017	8,663.90	8,722.40	8,596.10	8,515.62	8,515.62	(148.28)	-
Total FTE - March 31, 2018	8,295.60	8,321.80	8,200.60	8,125.12	8,064.20	(231.40)	(60.92)
ADE for Grant	8,479.75	8,522.10	8,398.35	8,320.37	8,289.91	(189.84)	(30.46)

✓ ✓ ✓ ✓ ✓





GRAND ERIE DISTRICT SCHOOL BOARD

TO: Brenda Blancher, Director of Education & Secretary
FROM: Liana Thompson, Superintendent of Education
RE: **Special Education Advisory Committee (SEAC) Membership**
DATE: April 23, 2018

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board accept the resignation of Connie McGregor and approve the addition of Lisa Nydam as Native Representative to the Special Education Advisory Committee.

Background

A letter of resignation from Connie McGregor was received by the SEAC Recording Secretary on November 22, 2017. A letter of application from Lisa Nydam was received by the SEAC Recording Secretary on March 8, 2018.

Additional Information

SEAC members were advised of Ms. Nydam's application and are seeking Board approval to add her as the new Native Representative member.

Next Steps

SEAC members, including the new applicant will be advised of the board's decision and a revised membership list will be posted to the Board's website. [SEAC Membership](#)

Respectfully submitted,

Liana Thompson
Superintendent of Education



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Trustees of the Grand District School Board
FROM: Brenda Blancher, Director of Education & Secretary
RE: **Bylaw 35 – Use of Board Resources During an Election Campaign**
DATE: April 23, 2018

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board approve Bylaw 35 – Use of Board Resources During an Election Campaign.

Background

School Board Elections are held every four years and the *Municipal Elections Act* is reviewed after every election. Legislative changes following the last review were identified in both Bill 181, Municipal Elections Modernization Act and Bill 68, Modernizing Ontario's Municipal Legislation Act. The *Municipal Elections Modernization Act* received Royal Assent on June 9, 2016. In accordance with that *Act*,

"Before May 1 in the year of a regular election, municipalities and local boards shall establish rules and procedures with respect to the use of municipal or board resources, as the case may be, during the election campaign period."

As the requirement affects the conduct of Trustees, it seemed most appropriate to create a bylaw to reflect this obligation.

Additional Information

A draft Bylaw recommended for approval is attached for the review of Trustees.

Next Steps

Bylaw 35 will be distributed in accordance with Bylaw 9.

Respectfully submitted,

Brenda Blancher
Director of Education & Secretary



BYLAW

BL35

Use of Board Resources During an Election Campaign

Board Received: April 23, 2018 Review Date: _____

Context

It is the responsibility of the Grand Erie District School Board to ensure that in compliance with the Municipal Elections Act, 1996, the Election Finances Act, 1990, and the Canada Elections Act, 2000, public funds are not used for any election-related purposes, including the promotion of or opposition to the candidacy of a person for elected office.

The Board believes that all trustees, candidates for any elected position and staff members, as representatives of the Grand Erie District School Board, are entrusted with the responsibility for appropriately using Board resources at all times including during election campaign periods. This supports accountable stewardship of Board resources and contributes to confidence in public education.

Application

Board resources provided or available to trustees are for the exclusive purpose of carrying out their official duties as an elected official of the Grand Erie District School Board.

The use of Board resources for partisan activities or to campaign for any political office is not permitted.

Campaign Periods

The Grand Erie District School Board has identified the following parameters with regard to campaign periods.

- (a) The municipal election campaign period shall begin on May 1 until Voting Day in a regular municipal election year. This period applies to everyone, regardless of whether nomination papers have been filed.
- (b) For a provincial election, the campaign period begins the day an individual is declared as a candidate and lasts until Voting Day. At a minimum, this period shall last from the date the Writ of Election is signed by the Lieutenant Governor until Voting Day.
- (c) For a federal election, the campaign period begins when an individual is declared as a candidate and lasts until Voting Day. At a minimum, this period shall last from the date the Governor General dissolves Parliament to Voting Day.
- (d) The campaign period for any by-election is determined by the appropriate legislation including the Municipal Elections Act, Election Act the Canada Elections Act.

Use of Staff Resources

Staff resources may not be used for partisan activities or campaigning. This includes, but is not limited to:

- (a) preparing or disseminating materials, including, but not limited to newsletters, school newsletters, pamphlets, buttons, information tables, business cards, flyers, social media, speeches/greetings, brochures, websites, photos or videos,
- (b) scheduling and providing support at meetings or events with Board staff, students or other groups,
- (c) preparing speaking remarks or correspondence related to any campaign or which may be perceived to be partisan,
- (d) supplying personal information about students, parents, community members or staff members for the purposes of campaigning,
- (e) consolidating information available publicly, and
- (f) discussing or providing political or campaign advice.

During the Campaign

- Trustees will not use their school board-issued resources for any campaign-related purposes. This includes displaying election-related materials in Board offices, board meetings, board events or school-related events.
- Trustees will not distribute or use the Board logo or Board telephone number or other contact information, including any Board branding in any campaign-related material.
- Trustees must ensure that all campaign-related material is funded by the trustee in their capacity as a candidate.
- Trustees will not use the Board's email system to distribute election-related electronic messages and will not use the board's voicemail system to record election-related messages.
- Trustees will use their personal information technology resources to create and use social media accounts created for campaign purposes. These are to be separate and distinct from any accounts used by the candidate in their position as a trustee.
- Trustees will not distribute (print, electronic or other method) any election-related materials via students or parents/guardians.

Other Activities during the Campaign Period**School Visits – by Trustees**

- Trustees who are seeking re-election may continue to perform their duties which may include their continued participation in local events held in schools while they serve their term of office. Trustees should not participate in activities at school events that could be perceived as campaigning.

School Visits – by Candidates

- Requests for visits by candidates, for the purposes of campaigning, are not considered appropriate. *All Candidates Meetings* are encouraged and may occur on school property. These are sometimes arranged by school councils and community groups and usually held at night during non-school hours.

School-Related Events

- Candidates are not permitted to campaign at school-related events intended for the students and parents/guardians of that school. Current trustees may continue to attend and participate in school-related activities but shall not campaign or conduct themselves in any way that may be perceived as campaigning.

Campaign Involvement – Student

- Students are encouraged to participate in curriculum-based activities (Civics) and democratic awareness programs such as Student Vote. Secondary students may choose to earn their Community Involvement Hours by participating in a legitimate election campaign. It is strongly recommended that students not volunteer for a candidate seeking election for their local school board. Any campaign or election activities must be done outside of school hours and not on school property.

Reference Documents:

- Bylaw 28 – Trustee Code of Ethics
- *Municipal Elections Act*
- *Education Act*



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Brenda Blancher, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Summary of Accounts – March 2018**
DATE: April 23, 2018

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board receive the Summary of Accounts for the month of March 2018 in the amount of \$12,423,281.26 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



H-1-b Joint Occupational Health and Safety Committee

March 22, 2018
Facility Services- Meeting Room

MINUTES

1.0 Roll Call

Employer Representatives:

Lena Latreille	Business Services (Certified Member)
Cheryl Innes	Elementary School Administration (Certified Member)
Rebecca Jago	Human Resources (Certified Member) (<i>Chair</i>)

Employee Representatives:

George Wittet	Secondary Occasional Teachers (Certified Member) (<i>Co-Chair</i>)
Andrea Murik	Secondary Teachers (Certified Member)
Jennifer Orr	Elementary Teachers (Certified Member)
Ian Smith	CUPE Facility Services
Nancy Hondula	CUPE Educational Assistants (Certified Member)
Corey Maxted	Elementary Occasional Teachers (Alternate)
Elizabeth Armstrong	CUPE Clerical/Technical
Laura Mels	Non-Union (Certified Member)
Angela Korakas	Designated Early Childhood Educator (Certified Member)
Dan McDougald	Professional Student Services Personnel (Certified Member)

Resources:

Vacant	Health and Safety Officer
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Recording Secretary:

Mandy DePlancke	Human Resources Assistant
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Regrets:

Tom Krukowski	Facility Services
Griffin Cobb	Secondary School Administration (Certified Member)
Amanda Baxter	Elementary Occasional Teachers (Certified Member)

2.0 Minutes of Last Meeting

The draft minutes for February 15, 2018 were reviewed.

SUCCESS for Every Student



Joint Occupational Health and Safety Committee

H-1-b

March 22, 2018

Facility Services- Meeting Room

3.0 Approval of Last Meeting Minutes (February 15, 2018)

The minutes were approved.

4.0 Agenda Additions

6.4 Lockdown/Fire Drills

6.5 Fire Blankets

6.5 Kiwanis Field- Pauline Johnson Collegiate Vocational School

6.6 Monthly Inspections

5.0 Unfinished Business – Discussion

None

New Indoor Air Quality Reports

None

6.0 New Business

6.1 Ministry of Labour Field Visit- Ministry of Labour Education Initiative (Workplace Violence)- February 2018

The committee received the Ministry of Labour's report following the recent visit as part of the Education Initiative regarding workplace violence. No orders were issued. The Division Manager of Operations and Health and Safety shared additional resources with the committee regarding workplace violence. Members are to review the information and it will be discussed at the April meeting. This item will remain on the next agenda.

6.2 Annual Health and Safety Inspection Schedule 2018-19

The committee was provided with a copy of the annual inspection schedule for 2018-19. This item can be removed from the next agenda.

6.3 Joint Occupational Health and Safety Committee Meeting Dates 2018-19

The Joint Occupational Health and Safety Committee meeting dates for 2018-19 were provided to the committee. This item will be removed the next agenda.

SUCCESS for Every Student



Joint Occupational Health and Safety Committee

H-1-b

March 22, 2018

Facility Services- Meeting Room

6.4 Lockdown/Fire Drills

A committee member asked if lockdown/fire drills could be completed during non-instructional times as well. The Division Manager of Operations and Health and Safety indicated that at least one fire drill should be conducted during non-instructional times so that staff and students are aware of how to react if an alarm sounds at those times. She will communicate with Executive Council and Supervisors to remind staff of this. Lockdowns should also follow this practice. This item can be removed from the next agenda.

6.5 Fire Blankets

A committee member had a question regarding an old fire blanket at Dunnville Secondary School and concerns that it may be asbestos containing. The Division Manager of Operations and Health and Safety will follow up on this concern. This item can be removed from the next agenda.

6.6 Kiwanis Field- Pauline Johnson Collegiate Vocational School

A concern was brought forward by a committee member regarding the health and safety inspections of Kiwanis Field. The City of Brantford is responsible for the inspection of this site, but staff members of the school have not been provided with a copy of completed inspections. The Division Manager of Operations and Health and Safety will follow up regarding this matter. This item will remain on the next agenda.

6.7 Monthly-Annual Inspection Concerns

A committee member brought forward a question regarding annual inspections. The concern related to ensuring that issues noted on the inspections were completed and addressed by the school. The Division Manager of Operations and Health and Safety indicated that the inspector can follow up with herself or the Principal of the school to ensure these items have been addressed. This item can be removed from the next agenda.



Joint Occupational Health and Safety Committee

H-1-b

March 22, 2018

Facility Services- Meeting Room

7.0 Information Items

7.1 Bulk Sample Analysis Report- Langton Public School- eBase #25- Project #16912

Samples of plaster were collected from eBase #25 for the determinations of asbestos content. The content was found not to contain asbestos. This item can be removed from the next agenda.

7.2 Asbestos Abatement Site Report No. 01A- Major Ballachey, Tollgate Technical Skills Centre- Various Locations- Project #16879

A visual clearance was conducted following the removal of asbestos containing cement pipe fittings and parging cement (Tollgate Technical Skills Centre) and removal of damaged vinyl floor tile (Major Ballachey). No asbestos-containing debris was observed. This item can be removed from the next agenda.

7.3 Asbestos Abatement Site Report No. 01B- Pauline Johnson, North Park, James Hillier and Centennial-Grand Woodlands- Various Locations- Project #16879

A visual clearance was conducted following the removal of asbestos containing aircell pipe end (Pauline Johnson CVS), parging cement fittings and acoustic ceiling tile (North Park CVS) and parging cement fittings (James Hillier and Centennial Grand Woodlands). No asbestos-containing debris was observed. This item can be removed from the next agenda.

7.4 Asbestos Abatement Site Report No. 02A- Dunnville Secondary School & Cayuga Secondary School- Various Locations- Project #16879

A visual clearance was conducted following the removal of asbestos containing acoustic ceiling tiles and parging cement fittings (Dunnville Secondary School), ceiling tile and parging cement (Cayuga Secondary School). No asbestos-containing debris was observed. This item can be removed from the next agenda.



H-1-b Joint Occupational Health and Safety Committee

March 22, 2018
Facility Services- Meeting Room

7.5 Asbestos Abatement Site Report- No. 02B- Hagersville Secondary School- Various Locations- Project #16879

A visual clearance was conducted following the removal of asbestos containing parging cement fittings and acoustic ceiling tile. No asbestos-containing debris was observed. This item can be removed from the next agenda.

7.6 Asbestos Abatement Site Report No. 03A- Valley Heights Secondary School, Simcoe Composite School, and Waterford District High School-

Various Locations- Project #16879

A visual clearance was conducted following the removal of asbestos containing parging cement fitting (Valley Heights Secondary School and Courtland Public School), aircell pipe insulation, acoustic ceiling tile, wall plaster and duct insulation (Simcoe Composite), and parging cement fittings and duct insulation (Waterford District High School). No asbestos-containing debris was observed. This item can be removed from the next agenda.

7.7 Asbestos Abatement Site Report No. 04A- Paris District High School and Mt. Pleasant Public School- Various Locations- Project #16879

A visual clearance was conducted following the removal of asbestos containing parging cement fittings (Paris District High School and Mt. Pleasant Public School). No asbestos-containing debris was observed. This item can be removed from the next agenda.

8.0 Review of Reports

8.1 Employee Accident Reports Summary – February 2018
Workplace Safety and Insurance Board Reportable – February 2018
Student Aggression Summary Table for February 2018

All reports were reviewed as distributed.

8.2 Status of Workplace Inspections including Non-Academic sites – February 2018

Reports were made available to the committee for review. All inspections were completed.

SUCCESS for Every Student



Joint Occupational Health and Safety Committee

H-1-b

March 22, 2018

Facility Services- Meeting Room

8.3 Health and Safety/Facility Services Review Committee Meeting Minutes

The next meeting is scheduled for April 10, 2018.

8.4 Critical Injuries

There have been 41 student critical injuries and 4 employee critical injury for the 2017-18 school year to date.

8.5 Focus Group

The next meeting is scheduled for May 10, 2018.

8.6 Review of On-going 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

Health and Safety Training dates for 2017-18 school year:

First Aid:

- Emergency First Aid- May 10, 2018

Health and Safety Training:

- Recertification (Facility Services)- April 13, 2018

10.0 Recommendations to Executive Council

None

11.0 Adjournment / Next Meeting(s):

The meeting was adjourned at 11:40 am.

The next JOHSC meeting will be held on April 19, 2018 –Facility Services – Meeting Room.

SUCCESS for Every Student



H-1-b Joint Occupational Health and Safety Committee March 22, 2018 Facility Services- Meeting Room

As of March 2018

Date Item initiated	Item	Dates Discussed	Latest Update	Status and Timeframe
April 2013	Annual Workplace Violence Survey	2017 –June	Results were reviewed by the committee. The annual survey will be sent out again in 2018.	
April 2017	Terms of Reference Review	2017- May	The Terms of Reference Review document has approved by the Ministry. (Current agreement expires September 2022)	

Annual Updates Provided Each School Year:

Item	Review Month	Resulting Update
Pavement Improvements	2018- May - Update to be provided to Committee	

Policy/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 September 2015	October 2019	September 2018	Feedback provided by the committee
HR8 – Workplace Violence		Board for approval January 2015	February 2019	September 2018	Feedback provided by the committee
HR5 – Harassment		Board approved September 2015	October 2019	September 2018	Feedback provided by the committee

SUCCESS for Every Student

No.	Elementary School	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
1	Agnes Hodge	X	X	X	X	X	X	X			
2	Barbury Heights	X	X	X	X	X	X	XX			
3	Bellview	X	X	X	X	X	X	X			
4	Bloomsburg	X	X		XXX*	X	X	X			
5	Boston	X	X	X	X	X	X	X			
6	Branlyn Community	X	X	X	X	X	X	XX			
7	Brier Park	X	X	X	X	X	X	X			
8	Burford District Elementary	X	X	X	X	X	X	X			
9	Caledonia Centennial	X			XXX*	X	X	X			
10	Cedarland	X	X	X	X	X	X	X			
11	Centennial-Grandwoodlands	X	X	X	X	X	X	X			
12	Central P.S.	X	XX	X	X	X	X	X			
13	Cobblestone Elementary	X	X	X	X	X	X	X			
14	Confederation (Fr Imm)	X	X	X	X	XX	X	X			
15	Courtland	X	X	XX	X	X	X	X			
16	Delhi	X	X	XX	X	X	X	X			
17	Dufferin	X	X	X	X	XX	X	X			
18	Echo Place	X	X	X	X	X	X	X			
19	Elgin Ave.	X	X	XX	X	X	X	X			
20	Fairview Ave.	X	X	X	X	X	XX	X			
21	Glen Morris	X	X	X	X	X	X	X			
22	Graham Bell	X	X	X	X	X	X	X			
23	Grandview	X	X	X	X	X	X	X			
24	Grandview Central(Dunnville)	X	X	XX	X	X	X	X			
25	Greenbrier	X	X		XX*	X	X	X			
26	Hagersville Elementary	X	X	X	X	X	X	X			
27	Houghton	X	X	X	X	X	XX	X			
28	J.L. Mitchener	X	X	XX	X	X	X	X			

Monthly inspection was completed

Annual JOHSC inspection completed

Monthly inspection was not completed

Two inspections completed due to a missed inspection

X

XX

X*

No.	Elementary School	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
29	James Hillier	X	X	X	X	X	XX	X			
30	Jarvis	X	X	X	X	X	X	X			
31	King George	X	X	X	X	XX	X	X			
32	Lakewood	X	X	XX	X	X	X	X			
33	Langton	X	X	X	X	X	X	X			
34	Lansdowne-Costain	X	X	X	X	XX	X	X			
35	Lynndale Heights	X	X	XX	X	X	X	X			
36	Major Ballachey	X	X		X*	XX	X				
37	Mt. Pleasant	X	X		X*	XX	XX	X			
38	North Ward	X	X	X	X	X	X	XX			
39	Oakland-Scotland	X	X	X	X	X	XX	X			
40	Oneida Central	X	X	X	X	X	XX	X			
41	Onondaga-Brant	X	X	X	XX	X	X	X			
42	Paris Central	X	X	X	X	X	X	XX			
43	Port Rowan	X	X	X	X	X	XX	X			
44	Prince Charles	X	X	X	X	X	XX	X			
45	Princess Elizabeth	X	X	X	X	XX	X	X			
46	Rainham	X	X	XX	X	X	X	X			
47	River Heights	X	X	X	XX	X	X	X			
48	Russell Reid	X	X	X	X	X	X	X			
49	Ryerson Heights	X	X	X	X	X	XX	X			
50	Seneca Central	X	X	X	XX	X	X	X			
51	St. George-German	X	X	X	X	X	XX	X			
52	Teeterville P.S.	X	X	X	X	XX	X	X			
53	Thompson Creek	X	X	XX	X	X	X	X			

No.	Elementary School	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
54	Walpole North	X	X	X	X	X	X	X			
55	Walsh	X	X	X	XX	X	X	X			
56	Walter Gretzky Elementary School	X	X		X*	X	XX	X			
57	Waterford Public	X	X	XX	X	X	X	X			
58	West Lynn	X	X	XX	X	X	X	X			
59	Woodman-Cainsville	X	X	X	X	X	X	X			
	Secondary Schools										
60	B.C.I. & V.S.	X	X	XX	X	X	X	X			
61	Cayuga Secondary S.(incl. TP - 28 Cayuga St. N., Cayuga)	X	X	XX	X	X	X	X			
62	Deihi District Secondary S.(incl. TP - 169 Wellington Ave, Delhi)	X	X	XX	X	X	X	X			
63	Dunnville Secondary S. (Incl. TP)	X	XX	X	X	X	X	X			
64	G.E.L.A. Brantford (Rawdon)	XX	X	X	X	X	X	XX			
65	G.E.L.A. - CareerLink Eaton Market Square	XX	X	X	X	X	X	XX			
66	G.E.L.A. - Simcoe	XX	X	X	X	X	X	XX			
67	Hagersville S.S.(incl. HSSC and TP - 12 Almas St. Unit 2, Hagersville)	XX	X	X	X	X	XX	X			
	McKinnon Park S.S.(incl. TP - 174 Cathness St., Caledonia, and 3201 Second Line Rd., Hagersville)	X	X	XX	X	X	X	X			
68	North Park C. & V.S.	X	XX	X	X	X	X	X			
70	Paris District H.S. (incl. TP - 2 Elm St., Paris)	X	XX	X	X	X	X	X			
71	Pauline Johnson C.V.S. (incl. TP - 410 Colborne St., Brantford)	XX	X	X	X	X	XX	X			
72	Simcoe Composite School (Incl. TP - 39 Kent St N Unit 4, Simcoe)	X	XX	X	X	X	X	XX			
73	Sprucedale Secondary School	X	X	X	X	X	X	X			
74	Tollgate Tech. Skills Centre	X	X	XX	X	X	X	XX			
75	Valley Heights S.S. (Includes Houghton Annex & TP on site)	X	X	X	X	X	X	X			
76	Waterford District High School (incl. NSSC and TP site - Camp Trillium)	X	X	XX		X*	X				
No.											
77	H.E. Fawcett Teacher Resource Centre (TRC)	X	X	X	X	X	X	X			
78	Joseph Brant (including GELA - ESL)	X	X	X	X	X	X	X			
79	Head Office	X	X	X	X	X	X	XX			
80	Head Office - Facility Services	X	X	X	X	X	X	XX			

[illegible]



H-1-c Grand Erie Parent Involvement Committee

March 22, 2018, 6:30 pm

Dogwood Room

Waterford District High School, 227 Main Street South, Waterford

Chair: Brenda Blancher

Recorder: Valerie Slawich

MINUTES

1. Welcome and Introductions

S. Nichol

Present: Brenda Blancher, Kimberly Newhouse, Tom Waldschmidt, Nancy Waldschmidt, Leanne Smith, Brent Howard, Jean Montgomery, Brian Doyle, Jenn Smith, Lorelei Parsons, Barkev Poladian, Christina Rajsic

Regrets: Sarah Nichol

2. Minutes

S. Nichol

2.1. Approval of January 11, 2018 Minutes

- Tom Waldschmidt moved to approve the minutes; Jean Montgomery seconded
~ carried

2.2. Business Arising from the Minutes

- None

3. Financial Report

B. Blancher

3.1. GEPIC Budget Update

- To date, St. George-German and Port Rowan have accessed their GEPIC Grants.
- Sarah will send out a reminder beginning of April to spend their GEPIC Grant money.

4. Updates from the Board Table

T. Waldschmidt/B. Doyle

- #### 4.1.
- Tom Waldschmidt Introduced Brian Doyle, Trustee from Haldimand County. Tom went to Reading Rocks at Branlyn School, commenting that Principal Holly Knill did a fabulous job. Brian shared that we've had a unique year so far; and praised Administration's leadership during the flood.

5. Director's Update

B. Blancher

We are at the point in the school year when planning for the next school year starts to gear up with staffing considerations and budget planning.

Some highlights since the last meeting:

New Indigenous Student Trustee – Trustees approved this addition at the February 26th Board Meeting so when our Student Senate meets in late April to elect Student Trustees for 2018-19, there will also be an election for an Indigenous Student Trustee.

Parents Reaching Out Grants – application period is now open – information has been sent out and is included on our Agenda tonight. Deadline for applications is June 5th.

Grand Erie schools and sites participated in Pink Shirt Day – part of an international movement to stand together against bullying and intimidation and other misuses of personal power. – February 28th – lots of Twitter activity.

Energy Efficiency Award - In recognition of our commitment to energy conservation and efficiency in 2017, the Grand Erie District School Board has been acknowledged by Energy +, our local distribution

SUCCESS for Every Student



H-1-c Grand Erie Parent Involvement Committee

March 22, 2018, 6:30 pm

Dogwood Room

Waterford District High School, 227 Main Street South, Waterford

company serving Brant County schools. The Grand Erie District School Board was recognized as community leaders and congratulated for our efforts in conserving energy through our LED retrofit program, participating in the saveONenergy program that offers incentives and educating our staff and students on the importance of energy and environmental conservation.

New Dunnville Elementary School – construction continues on this new school which upon opening in September will consolidate the students from Grandview Central (which closes June 30th) and Fairview Avenue which will be demolished. Transition Committee continues to meet and a naming process for the new school is currently taking place.

Elgin Avenue – Transition Committee is currently in place discussing the relocation of students and staff for the 2018-19 school year during the major renovations at Elgin Avenue.

Ministry of Education DRAFT Pupil Accommodation Review Guidelines - the Ministry of Education has released the Draft Revised Pupil Accommodation Review Guideline– the Ministry is inviting feedback on the draft document until March 23rd and hopes to release a revised PARC this spring after which time we will be expected to revise our existing policy FT5 – Pupil Accommodation Reviews. The memo received does state that the ministry expects school boards to undertake extensive community consultations to promote understanding of PAR processes and only once revised PAR policies have been approved by trustees can any new PARs be started.

SpeakUp Project Approvals

Grand Erie submitted seven project proposals and had 3 accepted. SpeakUp Projects help students lead projects that make a difference in their school and/or community. Three schools were successful: North Park Collegiate, Pauline Johnson Collegiate, and Thompson Creek Elementary.

Spec Ed Plan survey – this is an update to an item I brought to GEPIC in my report last March to share that we had begun to take input from parents through a survey available on our website. Last year there was a deadline to participate – middle of April. There is no deadline anymore - this survey is available at all times to allow for parents to offer input at any time.

Upcoming Events

ECO Conference – April 11, 2018 at Camp Trillium

The Grand Erie District School Board strives to create environmentally responsible teaching and learning environments for all. As part of this effort, Facility Services hosts an annual Environmental Youth Symposium alternating years for both elementary and secondary students.

This will be an opportunity for **secondary students across GEDSB** to actively be engaged, educated and inspired to become environmental stewards and leaders. The day will include a keynote address, lunch and a number of break-out workshops hosted by a number of local and provincial organizations.

April 11, 2018 also marks the International Day of Pink. It is a day where communities across the country, and across the world, can unite in celebrating diversity and raising awareness to stop homophobia, transphobia, and all forms of bullying.

Grand Erie Student Senate Meeting – April 26th which includes the election of the new Student Trustees for 2018-19.



H-1-c Grand Erie Parent Involvement Committee

March 22, 2018, 6:30 pm

Dogwood Room

Waterford District High School, 227 Main Street South, Waterford

Along with several Grand Erie Trustees and members of the Sr. Admin team, I will be attending the **6th Annual Country Breakfast at Springview Farm Golf Course** on April 26th in support of the Child Nutrition Network and REACH.

May 3rd is our **Education Week Gala** at the Sanderson Centre

Education Week is May 7th to 11th

6. **GEPIC Chair's Update**

S. Nichol

6.1. GEPIC Grants

- Revised Application – please let Kimberly know if you have any further suggestions

6.2. PRO Grants Applications open for 2018-19 ~ deadline June 5, 2018

- This has been sent out to all schools; all information is posted on our website
- Individual schools and PICs can apply ~ special consideration for:
 - a. Support and engage parents who have not been previously active in the school community, parents from racially or ethnically diverse communities, or hard-to-reach parents; and/or
 - b. Support the engagement of parents from Indigenous communities; and/or
 - c. Promote increased access and awareness of math strategies and resources for parents to support their children's learning at home at school; and/or
 - d. Promote the value of postsecondary education (apprenticeship, college, or university) by providing parents with information on postsecondary education pathways, possibilities, and supports for their children.

7. **Planning, Discussion and Sharing**

K. Newhouse

7.1. PIC Symposium ~ April 20-21, 2018

- The Annual PIC Symposium information is included in this Agenda Package.
- 2 parent members of GEPIC; up to 4 school council parent representatives; and 1 parent representative from IEAC can attend.
- Registration cut-off April 11th and hotel room bookings must register by April 6th – please let Sarah know by March 29 if you'd like to attend.

7.2. Spring Session ~ April 25, 2018

- WDHS Cafeteria 6:00 – 8:30 pm; EDUKIDS has confirmed they will provide daycare
- Safe Schools presentation on The Impact of the Legalization of Marijuana on Families
- Health Units will be present to share resources

7.3. Planning for GEPIC Spring 2019 event

- Paul Davis <http://socialnetworkingsafety.net/> Smart Parenting and Social Media
- April 16, 2019 from 6:00 – 8:30 pm in Brantford, possibly at Branlyn School, as they have YMCA childcare

7.4. Fall 2018 School Council Start-up

- October 18th from 6:00 – 8:30 pm at Waterford District High School

8. **Other Business**

- #### 8.1. Correspondence – Thank you letter from Jarvis Public School

9. **Dates 2017-18**

- #### 9.1. May 3, 2018 *note – date changed from May 10th

SUCCESS for Every Student



Audit Committee

Tuesday March 27, 2018
Education Centre, Board Room

MINUTES

Present: Rita Collver, Chair, Carol Ann Sloat, Trustee, John Harris, Trustee, Christine Woodley, Volunteer, Beryl Collingwood, Volunteer, Brenda Blancher, Director of Education, Rafal Wyszynski, Superintendent of Business and Treasurer, Cindy Smith, Manager of Business Services, Suk Bedi and Christopher O'Conner, PwC Internal Auditor

Regrets: Blaine Schell, External Auditor MRR

Recorder: Kathryn Underwood, Recording Secretary

A – 1 Opening

(a) Welcome

R Collver welcomed the committee members and resource staff and introduced the new committee member Beryl Collingwood. The meeting was called to order at 4:00pm.

(b) Agenda Additions/Deletions/Approval

The Chair requested that the Multi-Year Financial Recovery Plan be added under new business. The date of the previous minutes should reflect December 5, 2017.

Moved by: CA Sloat

Seconded by: J Harris

That the Audit Committee approve the agenda of March 27, 2018 as amended.

Carried.

B – 1 Selection of the Audit Committee Chair

R Wyszynski referred to the Terms of Reference and the annual selection of a Chair of the committee for the fiscal year from among the members appointed to the committee. R Wyszynski reminded the committee that any member can be the Chair of the Audit Committee. R Collver was nominated as Chair.

Moved by: CA Sloat

Seconded by: J Harris

That R Collver be appointed as the Audit Committee Chair for the 2018 fiscal year.

Carried.



Audit Committee

Tuesday March 27, 2018
Education Centre, Board Room

C – 1 Minutes

(a) Approval of the December 5th, 2017 meeting minutes.

Moved by: J Harris

Seconded by: CA Sloat

That the Audit Committee approve the minutes of December 5, 2017.

Carried.

D – 1 Business Arising from the Previous Minutes

(a) Review of the Audit Committee Self-Assessment Tool

The Chair requested that this item be removed and form a working group to review this tool. In response R. Collver explained that the tool was provided by the Ministry and some of the items are not relevant for GEDSB. Rita requested that interested persons inquire with her to initiate the next steps of the suggested process.

(b) Metrics

R Wyszynski discussed the possibility of Audit Committee receiving performance metrics and indicated that we have access to comparable data from other boards. He indicated that he needs to understand what kind of metrics the committee is looking for and cautioned the committee that different boards have different sizes and priorities that might make comparing challenging.

It was asked if a list of available metrics could be provided in order to determine what can be reviewed. The committee suggested that as we have identified that Sick Days accumulation is a risk to the Board, that it would be beneficial to review the sick day metrics and review the best practices from comparable boards. R Wyszynski indicated that the next steps for sick days would be wait to see the recommendations from the internal audit for sick days. Christopher O'Conner indicated that sick days and the utilization of supply teachers is a concern in many boards and best practices are best implemented in larger boards. He indicated that they will be looking at current practices and other practices from other Boards. S Bedi indicated that they will be finalizing the internal audit for Absenteeism in May and could present the findings at the June 2018 Audit Committee meeting.

In response to a question, B Blancher indicated that we have a Health and Disability Officer who monitors and assists employees to return to work. The committee discussed that short term sick leaves is a financial pressure.

In response to a question, C O'Conner indicated that as part of the internal audit, PwC will review other industry standards along with taking into consideration GEDSB collective agreements. He further indicated that recommendations must take into consideration the



Audit Committee

Tuesday March 27, 2018
Education Centre, Board Room

corporate culture and staff resources. C Smith shared with the committee the internal processes that are triggered when an employee is absent for more than five days.

R Wyszynski indicated that he will provide some sample metrics for internal data. The committee suggested a score card, identifying trends and targets. R. Wyszynski reported that the current Quarterly Financials show metrics and can provide some examples of additional metrics that can be added. PwC indicated that they could provide some examples of metrics they have seen demonstrated at other boards, although much of the actual data, for comparison purposes, remains proprietary.

E – 1 Internal Audit

(a) 2017-18 RIAT Plans -Business Continuity Plan Update

R Wyszynski reported that the absence audit is underway. He further reported that the Business Continuity Plan working committee has been meeting monthly to develop a Business Continuity Plan. The recent flood event provided some insight as to what needs to be considered moving forward and to review the structure of the plan before continuing to build it. Once the plan is completed the internal audit will review the plan. He reported that we are looking at having a Disaster Discovery Simulation Day, have developed a disaster recovery site, and reviewing the needs to ensure we can get back to business in a timely manner during an event. R. Wyszynski indicated that the entire Business Continuity Plan may take up to two years to complete.

(b) Management Validation Material Update

S Bedi highlighted the Management Validation Material Update. This include an overview of the Management Validation Material Plan, Internal Audit Value Proposition, Auditable Entities, Internal Audit Universe, Other Sources of Assurance, Outcome of Risk Assessment Discussion with Management, Proposed Project Summary, Considerations for 2020/2021 and Summary of Past Internal Audits.

C O'Conner reviewed the resources required and amount of audits that can be complete per year due to the RIAT constraints. He identified the need for the Audit Committee to bring forward recommendation of changes and or concerns. He clarified that the update included Management changes.

PwC offered for any new committee members, that they would be willing to provide additional supports to review the plan and background as to how it was developed.

The committee agreed that the Multi-year Financial Recovery Plan (MYFRP) is on the agenda and may change the proposed audit plan. The committee agreed to review the MYFRP and then review the Management Validation Material Update following.

After review of the MYFRP , C O'Conner reported that they will review the Management Validation Material Update with the need to support the Multi-Year Financial Recovery Plan .



Audit Committee

Tuesday March 27, 2018
Education Centre, Board Room

F – 1 External Audit-no business

G – 1 Other Business

(a) Role of the Audit Committee

The Chair reviewed with the committee information from OASBO, on the Role of the Audit Committee and Balancing transparency and risk. R Collver provided the historical background.

In response to a questions, Chris indicated that if there was a concern with Management's processes or controls, they have the professional obligation to bring this forward; however he reported that communication is fluid between Management and the Internal Auditor where issues or concerns are able to be worked through. In response to a question, C O'Conner indicated that as part of the audit process, practices and processes have been tested.

(b) Multi-Year Financial Recovery Plan

R. Wyszynski highlighted the report that was presented to the Board on March 26, 2018. He highlighted the Current Financial Picture and Forecasted Surplus, Major Factors, Strategies for Success, Description of Risks and Financial Summary and Impact.

In response to a question on what Management has done to improve on enrolment projections, C Smith reported that the enrollment software changed, that an Enrollment Audit was completed, training was provided to more accurately capture the data. The committee discussed the collective agreement and notice for enrollment and the requirement to under estimating and the risks with under estimating enrollment and the impact on programming.

In response to question, R Wyszynski indicated that the Multi-Year Financial Recovery Plan is a fluid plan and the audit committee will receive enrollment updates quarterly as part of the financial report. It was suggested that if the Ministry is receiving monthly reports on the Multi-Year Financial Recovery Plan, the Audit Committee should also receive this information. It was suggested that proposed audits should directly support the Multi-Year Financial Recovery Plan . The committee reviewed the timing of the financial reporting.

H – 1 Consent Items

(a) Consolidated Due Diligence Report

The Committee received the due diligence report of March 21, 2018.

(b) 2017-18 Q1 Budget Report

R. Wyszynski reviewed the dashboard that included the summary of Enrolment for both Elementary and Secondary, Staff, Revenue and Expenditures.

I – 1 Adjournment

Moved by: C Woodley

Seconded by: B Collingwood



Audit Committee

Tuesday March 27, 2018
Education Centre, Board Room

That the Audit Committee of March 27, 2018 adjourn at 6:30pm.

J – 1 Next Meeting

It was recommended that in light of the Absence Audit not being completed until June, and being able to bring forward the Q3 information, it was recommended that the May meeting be deferred until Wednesday June 27, 2018 at 3:30pm.

DRAFT



MINUTES

Present: Chair L. Thompson, M. Finocchio, J. Harris, J. Hooper, S. Love, G. Rousell.

Regrets: P. Bagchee, B. Braund, R. Charbonneau-Smith, D. Dean, L. DeVos, D. Martins, K. Mertins, K. Newhouse, F. O'Connor, T. Oldham, J. Poulimenos, S. Sawyer, M. Vandebussche.

Recorder: P. Curran

A – 1 Opening

(a) **Welcome**

Superintendent Thompson welcomed members.

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

None.

B – 1 New Business

(a) **What Did we learn from Other School Boards?**

- HIP Chairs and Superintendent Thompson polled six area school boards comparable to Grand Erie DSB in size and demographics.
- Each board was provided with a synopsis of how Grand Erie uses Learning Opportunities Grant (LOG) funds to support a board initiated compensatory education program to schools with a large population of students in low socioeconomic status (SES) areas as identified through data from Environics Analytics and a review of EQAO results.
- Each board representative was asked, “We are currently reviewing the compensatory education model and wish to hear how other boards use these funds to meet the needs of students coming from low SES. Could you share your model of support?”
 - a) Avon-Maitland District School Board – S. Love
 - A message requesting information was not returned.
 - b) District School Board of Niagara – J. Poulimenos
 - Unable to determine if information was provided.
 - c) Hamilton Wentworth District School Board- M. Finocchio
 - A message requesting information was not returned.
 - d) Hamilton Wentworth Catholic District School Board – M. Finocchio
 - Nine (9) equal opportunity schools were selected based mostly on SES identification using data gathered through the City of Hamilton.
 - Use funds similarly to Grand Erie, e.g., bussing etc.
 - ‘Closing the Gap’ tutoring program (\$100,000) puts full-time tutors into schools and classrooms that have shown sliding EQAO scores. Often filled by Teacher’s College candidates and recent graduates.



- e) Lambton Kent District School Board – J. Hooper
 - o Uses LOG to support general program needs, e.g., student success and English as a Second Language (ESL), etc.
- f) Thames Valley District School Board – L. Thompson
 - o Does not have designated compensatory schools and allocates LOG funds to programming who shares it where needed.

C – 1 Review and Approval of Minutes

Moved by: M. Finocchio

Seconded by: S. Love

THAT the minutes of September 21, 2017 be approved as distributed.

Carried

D – 1 Business Arising from the Minutes

(a) Partnerships Update

- Grand Erie now has a partnership guide which is being piloted in current HIP schools.
- The Partnership Guide provides a consistent structure to help principals evaluate current and potential partnerships.
- The guide will ensure partnerships are equitable and effective for both parties and provides mechanisms for conflict resolution and recognition of partner contributions.

(b) HIP Strategy

- As a talking point, Superintendent Thompson provided a proposed revised HIP Strategy retaining the previous overarching goal but including only the two pillars of Achievement and Equity as contained in the Multi-Year Plan.

E – 1 New Business

(a) Compensatory Education Reporting Timelines and Format

(b) HIP School Selection

- G. Rousell, System Research Leader explained that school selection this year is based on students' postal codes.
- Postal codes allow for a smaller dissemination area
- Changes in the relative risk of all schools was reviewed.
- In future, there may be an opportunity to provide each Grand Erie school with their profile, which would include socio-economic demographic data, in order to provide information for targeted student and whole school support.

(c) HIP School Funding Direction

- Superintendent Thompson clarified there is no actual compensatory funding budget line, but support to identified HIP schools comes from the School Foundation Grant, Learning Opportunities Grant and Pupil Foundation Grant.
- HIP schools continue to be provided priority weighting for Community Partnership Incentive Plan and Pride of Place projects with funding originating from capital accounts.



Compensatory Education Committee

Thursday, March 29, 2018 1:00-3:30 p.m.
Norfolk School Support Centre – Carolinian Room

- Reallocation of funds to support system positions for early literacy program implementation, was brought to the Senior Administration table for consideration but is not possible as the flexibility to reallocate these positions has been absorbed through the regular staffing process.
- The review of early literacy programs in Grand Erie will continue, however this is occurring in all Grand Erie schools, not just HIP schools
- If there is the opportunity to continue to have additional funds to allocate to schools that have the highest populations of students coming from low socio-economic backgrounds the committee supports the funds being provided to the school to use as they see fit to meet student need.
- Because there is no dedicated budget line or additional funding to be directed solely to HIP schools, other than a very small amount, a report will be taken to the Board of Trustees to consider the value of the current Compensatory Education model in Grand Erie with proposed options as to the future direction of Compensatory Education in Grand Erie.

F – 1 Correspondence

None.

G – 1 Adjournment

Moved by: J. Hooper

Seconded by: S. Love

THAT the Compensatory Education Committee meeting of March 29, 2018 be adjourned at 2:23 p.m.

Carried

H – 1 Next Meeting

Thursday, April, 26, 2018 Norfolk School Support Centre – Dogwood Room 1:00 – 3:30 p.m.