



AGENDA

- A – 1 Opening**
- (a) Roll Call
 - (b) Declaration of Conflict of Interest
 - (c) In Camera Session (**6:30 p.m.**)
 - (i) Personnel Matters
 - (ii) Legal Matters
 - (iii) Property Matters
 - (d) Welcome to Open Session / Land Acknowledgement Statement (**7:15 p.m.**)
 - (e) Memorials
 - (f) Agenda Additions/Deletions/Approval
 - (g) In Camera Report
 - (h) Presentations
 - (i) Patti McCleister Memorial Award
 - (i) Delegations
- B – 1 Approval of Minutes**
- * (a) August 27, 2018 (Regular Board)
 - * (b) September 10, 2018 (Committee of the Whole)
- 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 – September 10, 2018 D. Sowers
- G – 1 New Business**
- * (a) Major Construction Projects – Final Report R. Wyszynski
 - * (b) Annual Operating Plans – School Year 2018-19
 - (i) Community B. Blancher
 - (ii) Environment R. Wyszynski
 - (iii) Equity W. Baker
 - (iv) Technology D. Abbey
 - (v) Well-Being L. Thompson
 - * (c) Strategic Communication Plan Update B. Blancher
 - * (d) Appoint Municipal Election Compliance Audit Committee Member R. Wyszynski
- H – 1 Other Business**
- * (a) Summary of Accounts – August 2018 R. Wyszynski
 - * (b) Joint Occupational Health & Safety Committee Minutes – June, 2018 R. Wyszynski
 - * (c) Joint Occupational Health & Safety Committee Minutes – Safety Audit Tracking Report (Summer 2018) R. Wyszynski

SUCCESS for Every Student



I – 1 **Correspondence**

J - 1 **Adjournment**

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

Quality Accommodation Committee	September 27, 2018	2:00 PM	Board Room
Committee of the Whole	October 1, 2018	7:15 PM	Board Room
Safe and Inclusive Schools Committee	October 4, 2018	1:00 PM	Board Room
Native Advisory Committee	October 9, 2018	9:00 AM	Pauline Johnson Collegiate
Chairs' Committee	October 15, 2018	5:45 PM	Norfolk Room
Board Meeting	October 15, 2018	7:15 PM	Board Room
Special Education Advisory Committee	October 18, 2018	6:00 PM	Board Room
Student Trustee Senate	October 23, 2018	10:30 AM	Board Room
Indigenous Education Advisory Committee	October 24, 2018	6:00 PM	Board Room
Grand Erie Parent Involvement Committee	October 25, 2018	6:30 PM	Dogwood, Norfolk SSC
Student Transportation Services Brant Haldimand Norfolk	October 30, 2018	9:00 AM	Brant Room
Privacy and Information Management Committee	November 1, 2018	3:00 PM	Norfolk Room
Safe and Inclusive School Committee	November 8, 2018	1:00 PM	Board Room
Committee of the Whole	November 12, 2018	7:15 PM	Board Room
Native Advisory Committee	November 13, 2018	9:00 AM	Hagersville Secondary
Special Education Advisory Committee	November 15, 2018	6:00 PM	Board Room
Chairs' Committee	November 26, 2018	5:45 PM	Norfolk Room
Board Meeting	November 26, 2018	7:15 PM	Board Room



MINUTES

Present: Board Chair G. Anderson, Board Vice-Chair T. Waldschmidt, R. Collver, D. Dean, B. Doyle, J. Harris, J. Richardson, K. Sandy, C.A. Sloat, D. Sowers, J. Hsiao (Student Trustee), A. Hauser (Student Trustee), A. St. Pierre (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:	A. Felsky
Administration:	Nil

A - 1 Opening

(a) Roll Call

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

(b) Declaration of Conflict of Interest

Nil

(c) In Camera Session

Moved by: T. Waldschmidt

Seconded by: D. Sowers

THAT the Board move into In Camera Session to discuss personnel and legal 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. G. Anderson welcomed our three new Student Trustees to their first board meeting.

(e) Memorials

Nil



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

Presented as printed.

Moved by: D. Sowers

Seconded by: B. Doyle

THAT the Agenda be approved.

Carried

(g) **In Camera Report**

Moved by: T. Waldschmidt

Seconded by: R. Collver

THAT the Grand Erie District School Board approve the Director's Operational Goals for 2018-19.

Carried

Moved by: C.A. Sloat

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the Term Appointment for the Teacher Consultant of Education Technology from September 1, 2018 to June 30, 2021 (with the possibility of extension) pending Board budget approval.

Carried

Moved by: T. Waldschmidt

Seconded by: D. Sowers

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

Carried

Moved by: R. Collver

Seconded by: K. Sandy

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

Carried

Moved by: D. Sowers

Seconded by: T. Waldschmidt

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

Carried



Moved by: C.A. Sloat

Seconded by: R. Collver

THAT the Grand Erie District School Board approve the Term Appointment for the Program Coordinator, Student Success from September 1, 2018 to June 30, 2022 (with the possibility of extension) pending Board budget approval.

Carried

(h) **Presentations**

Nil

(i) **Delegation**

Nil

B - 1 Approval of Minutes

(a) **Regular Board Meeting – June 25, 2018**

Presented at printed.

Moved by: D. Sowers

Seconded by: J. Richardson

THAT the Minutes of the Regular Board Meeting, held June 25, 2018 be approved.

Carried

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

Nil

D - 1 Director's Report

Director's highlights:

- The Director welcomed everyone back and noted she is excited to be starting a new school year and the implementation of Year 3 of our Multi-Year Plan 2016-20.
- The Director's Kick-off meeting for 2018-19 school year will take place on Tuesday, August 28 at Valley Heights Secondary School. Trustees are welcome to attend the first part of the morning for the welcome back and plenary session 9:00 – 10:30 am.
- Our Camp SAIL – Summer Adventures in Learning programs are winding up. All programs started on August 13 and finish up on August 31st. There has been a lot of chatter on social media sites about the great learning and fun that has taken place
- Secondary school registration activities kick off this week as schools welcome the new group of Grade 9 students and welcome back the students in Grades 10-12 and of course the returning grads.



- Focus of Youth Program – another successful year for this job placement program which ran from July 3 to August 24 and gave 30 students the opportunity to work for six weeks this summer. Placements were held in Brantford, Brant County, Haldimand/Norfolk and Ohsweken -18 participants spend the summer working with children either at summer camps or in childcare facilities; 12 participants were placed as general labourers.
- School year begins officially next Tuesday, September 4 – this is our last week of planning and preparation for the new school year
- Auditor General of Ontario Value for Money Audit of IT Systems in School Boards is underway – Directors received a memo from the Deputy Minister on August 23 to notify us that the Auditor General's office will be issuing a survey via email to Directors to capture the state of IT systems at school boards including classroom technology and then on August 24 we received a link to a survey from the Auditor General's office with a September 7 deadline to complete. Executive Council will review the survey on August 29th.
- The August 22 Ministry News release about the upcoming consultation the government will conduct which will include a number of components. As a first step to empowering parents, the government is launching a dedicated submission platform FortheParents.ca that parents can use to report any concerns. -It should be noted that the submission platform takes a parent to the Ontario College of Teachers website so this is actually an existing mechanism.
- On August 24 received Memo re: Update on Education Funding which was shared with Trustees on the weekend. Just like Executive Compensation has been suspended so has the increase to Trustee honoraria. There are 4 major components in the memo and Exec Council will be sifting through those to determine impact and will report back to Trustees.
- Director asked Superintendent Thompson to speak about the shortage of Epi-Pens
 - L. Thompson informed Trustees that there is currently a shortage of Epi-Pens. Policy SO30 states that parents are to provide a spare with the school, we will be advising Administrators of this shortage and to accommodate if they are unable to provide a spare at this time
- Director asked Chair Anderson to speak about the Plan for 2018-19 Trustee Learning sessions
 - G. Anderson indicated with the upcoming election, and the need to provide new trustee orientation in November, he is recommending these sessions be held in January. April and June.
 - D. Dean noted concerns with June 2019 and suggests it be carried over to September 2019
- Multi-Year Videos – first in a series of four that you will view over the course of this year to demonstrate one of the many ways in which Grand Erie students and staff embrace Equity. These videos were created by our Safe and Inclusive Schools



Committee; the videos tell just four of the many stories we could have highlighted and will be used as training resource by our Administrators and shared widely with the community over the course of the school year through the website and social medial channels. The hope is that these videos will help us share the vision of Grand Erie's Multi-Year Plan and demonstrate who we are as a board and they will make you as proud as I am to be part of the Grand Erie District School Board.

Moved by: D. Dean

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Director's Report of August 27, 2018 as information.

Carried

E - 1 New Business – Action/Decision Items

(a) Approval of 2018-19 Committee of the Whole and Regular Board

B. Blancher referred to the Committee of the Whole Board and Regular Board Proposed Schedule report.

Moved by: D. Sowers

Seconded by: R. Collver

THAT the Grand Erie District School Board approve the Proposed Schedule for the 2018-19 Committee of the Whole Board and Regular Board Meetings.

Carried

(b) OPSBA Membership Fee for 2017-18

Presented as printed.

Moved by: J. Harris

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the 2018-19 OPSBA Membership Fee of \$65,343.38 (\$57,826 plus HST) for payment.

Carried



(c) **2016-20 Multi-Year Plan Update and Communication Strategy**

B. Blancher referred to the Multi-Year Plan Update and Communications Strategy report providing background noting this year, the Multi-Year Plan Communications Strategy will continue building awareness and understanding, especially with external audiences, focus on finding ways to ensure all Grand Erie Staff understand the important role they play in contributing to *Success for Every Student* and showcase the progress Grand Erie making with the Multi-Year Plan.

D. Dean commented that he is very supportive of what we doing with the Multi-Year Plan and indicated that we don't not hear about a *Culture of High Expectations*. B. Blancher responded that we do continue to have a focus on a *Culture of High Expectations* and that Trustee Dean's comment is a good take away to consider.

R. Collver commented after reflecting on this and wondered if we need to think about the timing of this report and should this be incorporated into the annual operating report updates that come in May. B. Blancher responded that we would be favour of the change.

Moved by: B. Doyle

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive the report on the 2016-20 Multi-Year Plan Update and Communications Strategy as information.

Carried

(d) **BL8 – Committees of the Board – Compensatory Education**

Presented as printed.

C.A. Sloat asked why so we need this report if the Board has passed a motion in May 2018 to disband a committee? B. Blancher responded that this was prepared to be open and transparent. B. Blancher further noted that if it is the will of the Board that when Committee has been disbanded there is not a requirement for this report, we will move forward to modify the bylaw. The Trustees agreed with this approach if there is a specific motion to disband a committee.

Moved by: T. Waldschmidt

Seconded by: J. Harris

THAT the Grand Erie District School Board approve Bylaw 8 Committees of the Board – Removal of Compensatory Education Committee (CEC) as a Standing Committee.

Carried



(e) **SO7 – Student Expulsion**

W. Baker referred to the SO7 Student Expulsion report noting the Ontario's Cannabis Act (2017) dictates changes to the Education Act which need to be reflected in SO7, specifically section 310 of the Education Act now includes a cannabis-related reason for expulsion. Grand Erie school administrators have been working to streamline reasons for expulsion and this is an opportune time to incorporate the working group's revisions with the Education Act changes.

It was noted that #10 requires a minor amendment as it has duplicate language as #11.

D. Dean made a few points on wording for clarity and suggested minor revision changing "consideration should" to "must" to #5 on page 4.

Moved by: B. Doyle

Seconded by: D. Sowers

THAT the Grand Erie District School Board approve the changes to SO7 Student Expulsion as amended.

Carried

Moved by: C.A. Sloat

Seconded by: T. Waldschmidt

THAT the Bylaw 9 – Processes for Development of By-laws, Policies and Procedures be waived with respect to circulating SO7 Student Expulsion to all appropriate stakeholders for comments.

Carried

E – 2 New Business – Action/Decision Items

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

R. Wyszynski referred to the Major Construction Project Report which provided a status update for two projects:

1. Fairview Avenue Redevelopment – construction of a new elementary school to accommodate the consolidation of Fairview Ave PS and Grandview Central PS. It was noted Trustees approved a plan at the June 11, 2018 Committee of the Whole meeting to delay the announcement of a move-in date until the August Board Meeting. The main reasons for the delay were reviewed and it was noted the project's progress advanced throughout the summer. At the August 21st construction meeting a revised plan was reviewed and illustrated an achievable hand-over date of Thursday, November 8, 2018 and this is a preferable date as Friday, November 9



can be utilized as a moving day for teachers and facilities staff to coordinate the movement of furniture, resources to have classes ready for Monday, November 12th. It has been confirmed that this project's forecasted construction costs will exceed the set budget. The costs are yet to be determined but it is likely an additional cost of \$500,000. The unanticipated piercing of the project budget will need to be resolved to avoid unsupported costs. The plan is to seek additional funding from the Ministry, however should that not materialize, the Board will need to access its reserves to ensure a fully funded project.

C.A. Sloat asked if three days is enough for the move? R. Wyszynski responded that we are confident three days is enough.

J. Harris thanked Superintendent Wyszynski for the transparency on the budget overrun and communicating the possible plan

B. Doyle thanked Superintendent Wyszynski for his attention to detail. B. Doyle further commented that he does worry that something else could crop up and asked if it would be better to wait until Christmas break and with a start date in January 2019. R. Wyszynski responded that there is no flexibility with the date as the demolition needs to occur as per the revised schedule provided by the general contractor which includes an immediate demolition of the existing school.

J. Richardson commented on the hand over date and asked what is the target date and if they hold their current schedule, is the date will be doable? R. Wyszynski responded that the focus of the last meeting was to establish a 100% realistic date. The project coordinator and our Facilities team agreed that they are confident this target can be met.

2. New Elevator Addition at Major Ballachey Elementary School – install an elevator as the west end of the school enhancing accessibility to the Community Hub. The project has experienced significant delays. The contractor has forecasted a late October completion date.

C.A. Sloat asked for an update on the day care space at Central PS and Hagersville. R. Wyszynski responded that the Hagersville renovation is currently with the municipality as we are seeking permits to finalize the tender. The Central PS addition project has our facilities team currently reviewing feedback from the City of Brantford on our architectural design. The tenders are to be sent out in September and early October respectively.

J. Richardson asked for an update on the Anna Melick status? R. Wyszynski responded we are awaiting Ministry approval to put in on the market.



Moved by: D. Sowers

Seconded by: J. Richardson

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

Carried

Moved by: C.A. Sloat

Seconded by: K. Sandy

THAT the Grand Erie District School Board approve the revised plan to take possession of Mapleview Elementary School on November 8, 2018 while closing the site to students on November 9, 2018 to facilitate the move from Fairview Avenue Public School to Mapleview Elementary School.

Carried

(b) 2016-17 Energy Consumption / Conservation Report

R. Wyszynski explained that this annual report is provided with assistance from Katie Hashimoto, Supervisor of Energy & Environmental Conservation and Facilities Services.

C.A. Sloat talked about schools on the bottom ten, is there any reason why Confederation is there? R. Wyszynski will take this question back to Katie and send a response to Trustees.

D. Dean asked about controllable measures? R. Wyszynski responded that he will research to see if K. Hashimoto can consider isolating the controllable energy usage and measures in future reports.

Moved by: D. Sowers

Seconded by: J. Harris

THAT the Grand Erie District School Board receive the 2016-17 Energy Consumption/Conservation Report as information.

Carried

(c) School Council Report

B. Blancher referred to the School Council Report and Appendix A of the report which listed three examples of what each school did to encourage parent engagement at their schools. 44 Grand Erie school councils submitted examples but noted it is challenging to get school councils, which are made up of volunteers, to submit a report.



Moved by: J. Harris

Seconded by: D. Sowers

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

Carried

(d) **Municipal Elections Compliance Audit Committee**

B. Blancher referred to the Municipal Elections Compliance Audit Committee (MECAC) report providing background of what an MECAC and noted in the past, the City of Brantford has established this committee in collaboration with the County of Brant, Haldimand County and Norfolk County for both the Brant Haldimand Norfolk District School Board and Grand Erie. In August, the City of Brantford Returning Officer for the 2018 Election contacted Superintendent Wyszynski stating that some the applicants who applied for this committee did not want to serve in the same capacity for the school boards. This issue means that Grand Erie must establish a MECAC by October 1st this year.

B. Blancher noted the terms of office for this committee is four years beginning on December 1, 2018 and highlighted the requirements of Grand Erie MECAC. B. Blancher reviewed the next steps which will be to develop a bylaw that will be brought to the September 10, 2018 Committee of the Whole Meeting for Trustee approval.

R. Collver asked if this committee oversee of all of Grand Erie? B. Blancher responded it will.

C.A. Sloat asked about the honorarium and do we need to have inaugural meeting? B. Blancher responded that we do as both of these were communicated to applicants at the time they applied to be part of MECAC.

Moved by: J. Harris

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Municipal Elections Compliance Audit Committee as information.

Carried



F - 1 Other Business

(a) Summary of Accounts – June 2018

Presented as printed.

Moved by: D. Sowers

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of June 2018 in the amount of \$12,260,204.78 as information.

Carried

(b) Summary of Accounts – July 2018

Presented as printed.

Moved by: T. Waldschmidt

Seconded by: K. Sandy

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of July 2018 in the amount of \$10,653,868.51 as information.

Carried

(c) Audit Committee Minutes (Draft) – June 27, 2018

Presented as printed.

Moved by: J. Harris

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Audit Committee Minutes (Draft) – June 27, 2018 as information.

Carried

Moved by: CA. Sloat

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve that PricewaterhouseCoopers proceed with the Internal Audit Plan for 2018-19 as presented by prioritizing the Reserve Management, Management Action Plan Validation and Annual Risk Assessment and IA Plan Development Audits.

Carried



Moved by: C.A. Sloat

Seconded by: R. Collver

THAT the Grand Erie District School Board approve a change to the 2017-18 Internal Audit Plan to remove the Business Continuity Review and replace it with Enrolment Monitoring and Forecasting.

Carried

Moved by: C.A. Sloat

Seconded by: J. Harris

THAT the Grand Erie District School Board approve that Millards Chartered Accountants, as the external auditors for the 2017-18 fiscal year and that the audit plan and fee estimates be presented at the September 2018 Audit Committee meeting.

Carried

(d) **Indigenous Education Advisory Committee Minutes (Draft) – June 27, 2018**

Presented as printed.

Moved by: R. Collver

Seconded by: D. Sowers

THAT the Grand Erie District School Board receive the Indigenous Education Advisory Committee Minutes (Draft) – June 27, 2018 as information.

Carried

G - 1 **Correspondence**

- (a) August 13, 2018 Memo from the Honourable Peter Bethlenfalvy, President of the Treasury Board

Moved by: J. Harris

Seconded by: D. Sowers

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

Carried

J – 1 **Adjournment**

Moved by: C.A. Sloat

Seconded by: J. Harris

THAT the meeting be adjourned at 8:39 p.m.

Carried

Board Chair, Greg Anderson



MINUTES

Present: G. Anderson, R. Collver, D. Dean, J. Harris, J. Richardson, K. Sandy, C.A. Sloat, D. Sowers, A. Hauser (Student Trustee), J. Hsiao (Student Trustee), A. St. Pierre (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: D. Sowers - Committee Chair, A. Felsky – Committee Vice-Chair, B. Doyle

Administration: Nil

A - 1 Opening

In the absence of both the Chair and Vice-Chair of the Committee of the Whole, the meeting was called to order by the Secretary of the Board, B. Blancher at 6:30 p.m.

Moved by: G. Anderson

Seconded by: D. Dean

THAT the Grand Erie District School Board nominate T. Waldschmidt as Acting Chair for the September 10, 2018 Committee of the Whole Board Meeting.

Carried

(a) Roll Call

Acting Chair T. Waldschmidt assumed the Chair.

(b) Declaration of Conflict of Interest

Nil

(c) In Camera Session

Moved by: G. Anderson

Seconded by: J. Richardson

THAT the Board move into In Camera Session to discuss personnel, and legal matters at 6:31 p.m.

Carried



Committee of the Whole Board Meeting

Monday, September 10, 2018
Education Centre, Board Room

(d) **Welcome to Open Session**

The Public Session meeting was called to order by Acting Committee Chair, T. Waldschmidt at 7:15 p.m.

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

Presented as printed.

Moved by: G. Anderson

Seconded by: D. Dean

THAT the Agenda be approved.

Carried

(f) **In Camera Report**

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve the Term Appointment of the Teacher Consultant, Secondary Student Success from September 1, 2018 to June 30, 2021 (with the possibility of extension) pending Board budget approval.

Carried

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

Nil

C - 1 **Director's Report**

Director's highlights:

- On August 28, we received a Memo from the Ministry regarding MATH. The key points are:
 - The government is asking that all educators focus on math fundamentals and is providing supports to help these efforts – A Teacher's Guide and a Parents' Fact Sheet which is not new content
 - Ministry of Education will be providing a virtual training session focused on the fundamental math concepts and skills. These will place in the fall of 2018 with registration beginning on September 30th.
 - Ministry is refocusing funding from the RMS to a focus on the fundamentals of math to support math leads at the board and school level dedicated to fundamental math skills and allow for release time for training and learning.



Committee of the Whole Board Meeting

Monday, September 10, 2018
Education Centre, Board Room

- Board Improvement plans are required to identify student needs and actions to improve fundamental math skills and this year the achievement plans are not due until November 30th.
- Ministry has requested that one mandatory PA day before the Christmas Break be devoted to math. For Grand Erie, those days will be October 2 – Elementary and November 16 – Secondary.
- P.A. Day this Friday September 14, 2018 for both Elementary and Secondary
- 2018-19 OPHEA Healthy Schools Certification registration closes October 26, 2018 and is open to all elementary and secondary schools. We will be sharing this information with our schools
- To provide some awareness for Trustees, Graduate Brantford is a re-emerging issue and Brantford is wanting Grand Erie's support and use of our logo. We support the mandate.
- By-Election in Haldimand County – in late August information was shared with Trustees that due to one of the Trustee candidates in Haldimand Country becoming ineligible to run after the nomination period closed, the Municipal Elections Act states that since this would result in acclamation of the other 2 candidates, the election becomes void and a by-election will have to be held. Haldimand County has scheduled the by-election for November 19, 2018 with nominations closing on October 5, 2018. The preliminary cost for the by-election is \$48,000, the majority of voters in Haldimand County are English Language Public School supports and this is a significant factor in the cost of running the County-wide by-election. The county is still pursuing this issue in the hopes that a by-election is not required. They have MPP Toby Barrett taking this on but until they hear differently, the county has to proceed with planning the by-election. The major issue for Grand Erie is that Section 7(3) of the Municipal Elections Act lays out that costs incurred in conducting an election shall be paid by the local municipality but indicates that they shall be reimbursed for "reasonable costs" when the clerk conducts a by-election for a local board.

R. Collver asked about the memo on math and if Grand Erie will be continuing with our strategy/plan? B. Blancher responded we will. R. Collver further asked about the Education Funding 2018-19 memo and when will Trustees see a report on this? B. Blancher responded that Sr. Administration has done a preliminary review but requires more time to review the memo and will come back to the Board with a report.

Moved by: G. Anderson

Seconded by: R. Collver

THAT the Grand Erie District School Board receive the Director's Report of September 10, 2018 as information.

Carried



Committee of the Whole Board Meeting

Monday, September 10, 2018
Education Centre, Board Room

D - 1 New Business – Action/Decision Items

(a) Trustee Honoraria

R. Wyszynski referred to the Trustee Honoraria report providing background and the detailed calculations for the proposed honoraria effective December 1, 2018.

Moved by: J. Harris

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve the Trustee Honoraria for the period from December 1, 2018 to November 30, 2019 as presented.

Carried

D – 2 New Business

(a) Enrolment Update

R. Wyszynski referred to the Enrolment Update data report and reviewed the laydown data report which included enrolment projections, actual enrolment as of September 7, 2018 and enrolment history.

G. Anderson noted the increase in elementary and asked if there are any real hot spots in Elementary schools. S. Sincerbox responded that we are still working with staffing and at this time can't comment on a real hot spot.

C.A. Sloat commented about the number of students from our elementary schools that don't make it to our secondary schools and wondered if there was some brainstorming strategy required to focus on this. G. Anderson agreed with C.A. Sloat comment.

B. Blancher responded that Exec Council does talk about this issue a lot and we need to take a look of what we can do in West Brant through the Quality Accommodations Committee

D. Dean commented on the secondary transition from Grade 8 to Grade 9 school presentations model introduced last year and noted he did not agree with the changes that we made to our practice. D. Dean further noted we should allow our Principals to take a more aggressive and visible approach to limit the competition with the non-Grand Erie secondary schools.

R. Collver noted we need a Grand Erie strategy and believes that the Quality Accommodations Committee should take this strategy on.



Committee of the Whole Board Meeting

Monday, September 10, 2018
Education Centre, Board Room

Moved by: G. Anderson

Seconded by: C. A. Sloat

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

Carried

(b) Supervised Alternative Learning (SAL) Annual Report

D. Martins referred to the Supervised Alternative Learning (SAL) report and reviewed the 2017-18 school year data which consisted of:

- Percentage of Students by Age Profile (age calculated as of December 31, 2017) including ratios males to females
- Number of Students by Activity
- Student Enrolment
- Credit Summary
- Cumulative Data Summary Analysis

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

G. Anderson and J. Harris thanked D. Martins for the clarity of the report and the work of her team.

Moved by: J. Harris

Seconded by: K. Sandy

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

Carried

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

(a) SO124 Animals in Schools and Worksites (including Emotional Support, Therapy and Service Animals)

L. Thompson referred to the SO124 Animals in Schools and Worksites Report noting that Procedure SO124 – Service Dogs in Schools was approved by the Board in June 2018, however new information regarding emotional support, therapy and services animals required updates to the existing procedures. This revised new procedure also includes information from the Administrative Memo “Animals in Schools”.



Committee of the Whole Board Meeting

Monday, September 10, 2018
Education Centre, Board Room

Moved by: D. Dean

Seconded by: G. Anderson

THAT the Grand Erie District School Board forward Procedure SO124 – Animals in Schools and Worksites (including Emotional Support, Therapy, and Service Animals) to all appropriate stakeholders for comments to be received by December 7, 2018.

Carried

(b) **Bylaw 36 Municipal Elections Compliance Audit Committee**

B. Blancher referred to the Bylaw 36- Municipal Elections Compliance Audit Committee report providing background and referred to the new draft Bylaw recommended for approval.

B. Blancher referred to some minor edits to item 2.4 on the Terms of Reference.

Moved by: C.A. Sloat

Seconded by: J. Harris

THAT the Grand Erie District School Board approve Bylaw 36 – Municipal Elections Compliance Audit Committee, as amended.

Carried

E – 2 Procedure Consideration – Information Items

Nil

F - 1 Other Business

Nil

G - 1 Correspondence

Nil

H - 1 Adjournment

Moved by: C.A. Sloat

Seconded by: J. Harris

THAT the meeting be adjourned at 7:58 p.m.

Carried

Committee of the Whole Board Acting Chair, T. Waldschmidt



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Trustees of the Grand District School Board
FROM: Diane Sowers, Chair, Committee of the Whole Board
RE: **Committee of the Whole Board Report**
DATE: September 24, 2018

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board approve the Committee of the Whole Board Report dated September 10, 2018 as follows:

1. **In Camera Report**

THAT the Grand Erie District School Board approve the Term Appointment of the Teacher Consultant, Secondary Student Success from September 1, 2018 to June 30, 2021 (with the possibility of extension) pending Board budget approval.

2. **Director's Report**

THAT the Grand Erie District School Board receive the Director's Report of September 10, 2018 as information.

3. **Trustee Honoraria**

THAT the Grand Erie District School Board approve the Trustee Honoraria for the period from December 1, 2018 to November 30, 2019 as presented.

4. **Enrolment Update**

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

5. **Supervised Alternative Learning (SAL) Annual Report**

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

6. **SO124 Animals in Schools and Worksites (including Emotional Support, Therapy and Service Animals)**

THAT the Grand Erie District School Board forward Procedure SO124 – Animals in Schools and Worksites (including Emotional Support, Therapy, and Service Animals) to all appropriate stakeholders for comments to be received by December 7, 2018.

7. **Bylaw 36 Municipal Elections Compliance Audit Committee**

THAT the Grand Erie District School Board approve Bylaw 36 – Municipal Elections Compliance Audit Committee, as amended.

Respectfully submitted,

Diane Sowers, Chair
Committee of the Whole Board



BYLAW

BL36

Municipal Elections Compliance Audit Committee

Board Received: _____ **Review Date:** June of an election year

Context

Under the Municipal Elections Act, 1996, as amended, a Municipal Elections Compliance Audit Committee (MECAC) must be established by October 1st in an election year.

This function may be organized and implemented by the City of Brantford in collaboration with the County of Brant, Haldimand County and Norfolk County and the members of the City of Brantford MECAC can also serve in this capacity for concerns brought forward regarding school board trustee candidates. In the event that some applicants for the City of Brantford MECAC opt out of performing this function for the school board, it is incumbent on Grand Erie to form its own MECAC.

Additional Information

The terms of office for this committee is four years beginning on December 1, 2018. The powers and functions of MECAC are set out in subsections 88.33 through 88.36 of the Municipal Elections Act, 1996. The requirements of the Grand Erie MECAC are as follows:

MECAC will be required to:

1. review and consider a compliance audit application submitted by an elector and decide whether it should be granted or rejected;
2. if the application is granted, appoint an auditor to conduct a compliance audit;
3. receive the auditor's report;
4. consider the auditor's report and if the report concludes that the candidate appears to have contravened a provision of the Municipal Elections Act, 1996, as amended, relating to election campaign finances, the committee may commence legal proceedings against the candidate for the apparent contravention
5. review and consider any reports prepared by the Clerk pursuant to subsection 88.34 or 88.36 of the Act.

In accordance with the Act, Subsection 88.37(2), membership shall not include:

1. employees or officers of the municipality or local school board;
2. members of the council or local school board;
3. any persons who are Candidates in the election for which the committee is established; or
4. any persons who are registered third parties in the municipality in the election for which the committee is established.

In addition to the legislated restrictions established for the composition of this committee, in order to avoid a conflict of interest, an individual shall be deemed ineligible to be a member of the committee if the individual:

1. gives financial advice or prepares the financial statements of a candidate in an election for which the committee is established;
2. is a family member or employee of a candidate in an election for which the committee is established, or any person connected to a candidate through an employment, contractual, business or partnership relationship; or

3. is a volunteer or seeks employment to assist any candidate in the election for which the committee is established.

MECAC is a quasi-judicial body and does not report to the Board.

Reference Documents

- Grand Erie Municipal Compliance Audit Committee Terms of Reference
- *Municipal Elections Act, 1996*

DRAFT

APPENDIX A

Municipal Elections Compliance Audit Committee Terms of Reference

1.0 Mandate

- 1.1 The powers and functions of MECAC are set out in subsections 88.33 through 88.36 of the *Municipal Elections Act, 1996*, as amended (Act). MECAC is a quasi-judicial body and does not report to the Board. MECAC will be required to:
- (a) review and consider a compliance audit application submitted by an elector and decide whether it should be granted or rejected;
 - (b) if the application is granted, appoint an auditor to conduct a compliance audit;
 - (c) receive the auditor's report;
 - (d) consider the auditor's report and if the report concludes that the candidate appears to have contravened a provision of the Municipal Elections Act, 1996, as amended, relating to election campaign finances, the committee may commence legal proceedings against the candidate for the apparent contravention;
 - (e) review and consider any reports prepared by the Clerk pursuant to subsection 88.34 or 88.36 of the Act;
 - (f) in the case where the Clerk's report identifies that a contributor has contravened the Act as described in subsection 88.34 or 88.36, the committee may commence legal proceedings against the contributor for the apparent contravention.

2.0 Committee Composition

- 2.1 MECAC will consist of 3 (three) members.
- 2.2 In accordance with the Act, Subsection 88.37(2), membership shall not include:
- (a) employees or officers of the municipality or local board;
 - (b) members of the council or local board;
 - (c) any persons who are Candidates in the election for which the committee is established; or
 - (d) any persons who are registered third parties in the municipality in the election for which the committee is established.

- 2.3 In addition to the legislated restrictions established for the composition of this committee, in order to avoid a conflict of interest, an individual shall be deemed ineligible to be a member of the committee if the individual:
- (a) gives financial advice or prepares the financial statements of a candidate in an election for which the committee is established;
 - (b) is a family member or employee of a candidate in an election for which the committee is established, or any person connected to a candidate through an employment, contractual, business or partnership relationship; or
 - (c) is a volunteer or seeks employment to assist any candidate in the election for which the committee is established.
- 2.4 The Superintendent of Business and Director of Education, as Secretary to the Board will meet to review the applications and to recommend committee membership. The approved names will be put forward to the Board for approval appointment to the committee.

3.0 Term of the Committee

- 3.1 The term of MECAC shall be equivalent to the term of Trustees.

4.0 Committee Operating Procedures

- 4.1 MECAC will meet as needed, with meetings scheduled by the Superintendent of Business or his/her designate when a municipal election compliance audit application is received.
- 4.2 Members of the MECAC shall be paid a per diem rate of \$150 plus the applicable mileage rate as set by the Grand Erie District School Board. The mileage rate shall be applied from the member's home to the Board office location and return trip.
- 4.3 Expenses related to each meeting will be paid by the Board.

5.0 Role of the Board

- 5.1 Appoint MECAC committee members.



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Brenda Blancher, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business and Treasurer
RE: **Major Construction Project Report**
DATE: September 24, 2018

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board receive the Major Construction Project Report as information.

Background

Following is a final update for the 2017-18 Major Construction Projects.

Fairview Avenue Redevelopment

Scope:

Construction of a new elementary school to accommodate the consolidation of Fairview Avenue PS and Grandview Central PS on the existing Fairview Avenue PS site. The new construction will include child care and child and family program spaces. The current school will be demolished following occupancy of the new elementary school.

Timeline

Dates	Description	Status
February 2017	Seek Board approval to appoint a project architect.	Completed
February - April 2017	Complete schematic design phase and seek approval to issue tender	Completed
May – June 2017	Complete all drawings and tender documents.	Completed
August 2017	Issue Tender	Completed
September 2017	Close tender and seek Board approval to award contract work.	Completed
Oct 2017 to Nov 2018	Complete project construction work.	In Progress
November 12, 2018	New school occupied by staff and students.	
Nov - Dec 2018	Old school demolished and site restored	

Status

The following activities have been completed as of September 18, 2018:

- ✓ August 28, 2018
 - Brick layers continue around the exterior façade. The penthouse façade remains with both brick and siding. The brick work at the hydro meter location is complete as per the last report. Hydro has installed the meter and permanent power is now in place.
 - Drop ceilings are being installed in level 2 classrooms.
 - Light fixture installation is ongoing in level 2 classrooms.
 - Insulation at interior walls between classrooms on level 1 is ongoing.

- Mechanical & electrical continue with the rough-ins. Pipe wrap-insulation is ongoing in classrooms. Ductwork has been installed and connected in the gym and has commenced in the mechanical room.



Main entry into School – August 28, 2018

✓ September 18, 2018

- Curbs are complete. JRC is looking to schedule sidewalk pours in October followed by asphalt.
- Masonry brick work is now complete. Washing of the brick is underway. Steel workers are onsite completing deficiencies and installation of brackets at canopies. Canopy façade and flashing work will commence once the steel work and inspections are complete.
- Classroom wood doors are wrapped and installation is ongoing throughout.
- Painting is ongoing throughout and has commenced in the gymnasium



South Elevation. Curbs are complete – September 18, 2018

Summary

Trustees approved a plan to close the site to students on Friday November 9th to be utilized as a moving day for teachers and facilities staff to coordinate the movement of desks, chairs, resources, materials and necessary equipment to have classes ready for Monday November 12th.

Additionally, the facilities team would have access on November 10th and 11th to complete any outstanding items related to the move.

Budget

Capital Priorities Grant approval of \$10,619,020 has been received from the Ministry of Education for this project. To date, capital costs expended total \$8,206,053. It has been confirmed that the forecasted project construction costs will exceed the budget that was set by approximately \$500,000.

New Elevator Addition at Major Ballachey Elementary School

Scope

The primary focus of the project is to install an elevator at the west end of the school enhancing accessibility to the Community Hub.

Timeline

Dates	Description	Status
October 2017	Complete all drawings and tender documents.	Complete
October 2017	Issue Tender	Complete
November 2017	Close tender and seek Board approval to award contract work.	Complete
Feb 2018 to October 2018	Complete project construction work.	In progress
Late October 2018	Official opening of Elevator	

Status

Tender was approved by the Board on January 15, 2018. Foundation work began in February and has recently been completed. This project has experienced significant delays due to excess water; the contractor had pumped out the water for an extended period of time. The plan is to complete the backfilling this week and have all the mechanical and electrical components completed by the end of August. The contractor has forecasted a late October completion date. This has a minor budget impact as the funding source will shift from utilizing the 2017-18 Community Hub allocation to the 2018-19 allocation.

Budget:

The tender was awarded at \$545,140 and \$367,532 has been spent thus far. The elevator is expected to be completed near the end of October 2018.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Trustees of the Grand District School Board
FROM: Brenda Blancher, Director of Education & Secretary
RE: **Annual Operating Plans – School Year 2018-19**
DATE: September 24, 2018

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board received the Annual Operating Plans of Senior Administration for the school year 2018-19 as information.

Background Information

The Senior Administration and staff of the Board have prepared the Annual Operating Plans to guide their work and the work of the system. These plans address the components of the current Grand Erie Multi-Year Plan. To align with the indicators of the Multi-Year Plan, there are five Annual Operating Plans – Well-Being, Technology, Community, Equity and Environment.

The Board Improvement Plan for Student Achievement which will be presented to the Board at the October 15th Board Meeting covers all the achievement areas including Special Education, Compensatory Education and Indigenous Education and serves as the annual operating plan for the Achievement indicator in the Multi-Year Plan.

The plans are in no way meant to represent all work that is done in the Board. They are intended to set out, at a fairly high level, a clear direction for senior administration and our schools. The plans for this year attached to this report include:

- Community
- Environment
- Equity
- Technology
- Well-Being

Additional Information

The attached operating plans are created to focus on the indicator statements and anticipated outcomes of our Multi-Year Plan. The plans are the basis for the work and include specific actions and also the means by which we will assess our progress.

We are always conscious of the fact that new Ministry initiatives may be directed to Boards during the school year. While we must do these things we will try to keep our focus on the planning objectives we have set for ourselves and the system.

Budget Consideration

The funding associated with these plans is reflected in the approved 2018-19 budget.

Next Steps

- These plans will be shared with the both elementary and secondary principals, managers and union presidents.
- Plans will be posted electronically.

Respectfully submitted,

Brenda Blancher
Director of Education & Secretary



Annual Operating Plan Community – 2018-19

We will foster and celebrate inclusive school communities to enhance the learning experiences of all students.

Goal: Facilitate opportunities for the use of strategies to encourage and support family involvement in our schools and learning at home.
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Supporting Strategies for Family Involvement (Responsibility: B. Blancher and K. Newhouse)

Strategies (What will we do?)	<p>Strengthen the connections between home and school to support family involvement in our schools and learning at home.</p> <p>Collect data on how schools and school councils engage with parents for the following purposes:</p> <ol style="list-style-type: none"> 1. Information sharing 2. Promotion of learning at home 3. Getting families into the school for events <p>This will be accomplished through surveys and conversations with school administrators; through an activity at the School Council Start-Up event on October 18, 2018; and as a standing item on the GEPIIC agenda.</p> <p>Follow-up on the Supporting Your Child at Home: Strategies for Literacy and Numeracy will be part of this data collection process to determine if and how this document is supporting point #2 above.</p>
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> • A resource guide of strategies to support family involvement in our schools will be initiated • Results from a School Council survey on Supporting Your Child at Home document
Status (Is anyone better off? How do we know?)	

Goal: Develop a process to formally integrate and celebrate the partners whose contributions enhance the learning experiences of our students.

Educational Partnerships (Responsibility: B. Blancher and K. Newhouse)

Strategies (What will we do?)	Introduce the completed Partnership Guide to school administrators and Trustees for awareness. Partnership Guide is available on granderie.ca Develop a presentation to support awareness across the system. Begin to identify informal relationships with communities that enhance the educational experiences of Grand Erie students. Develop a way to acknowledge these relationships and thank people for their support of our schools.
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> Partnership Guide will be utilized by schools – a survey will help determine this along with follow-up by FOS Superintendents. Tracking of informal relationships is in place Information shared over social media to acknowledge these informal relationships
Status (Is anyone better off? How do we know?)	



Annual Operating Plan Environment – 2018-19

G-1-b

We will ensure that the students and staff have a safe and welcoming environment in which to learn and work.

Goal: Ensure continuity of services and programs.		
Business Continuity Planning (Responsibility: R. Wyszynski, System Managers and Leaders)		
Strategies (What will we do?)	Continue to develop the comprehensive, integrated system-wide Disaster Recovery / Business Continuity Master Plan. The plan is to develop a needs analysis by department (Finance, Payroll, Human Resources, IT, Facilities, Purchasing, Communications) based on a matrix that focuses on functional requirements by time lapse. These templates are anticipated to be compiled into a master document that will be crucial in identifying actions in the event of an interruption of services.	
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> • Each functional area will submit a template to the Business Continuity Committee by January 2019. • Templates will be combined into a single matrix focusing on time lapse and actionable items • Conduct test of Disaster Recovery Centre (incorporation of a "Disaster Day") 	
Status (Is anyone better off? How do we know?)		

Goal: Improve on Energy and Environmental Conservation at all Grand Erie sites.
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Energy Conservation Measures (Responsibility: R. Wyszynski, Facility Services Management Team)

Strategies (What will we do?)	Continue to implement energy conservation measures at all Grand Erie Schools. Complete conversion of LED replacements (18 gyms, 1 cafeteria, 2 libraries. Continue to leverage all available incentive programs from local independent electricity system operators. Explore possibility of automatic computer/electronic shutdown/hibernation. Incorporate more motion sensors.
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> • Utility consumption by site and time has decreased. • Increased reporting and metrics to accompany quarterly financial dashboards.
Status (Is anyone better off? How do we know?)	

Increase Eco Awareness (Responsibility: T. Oldham, K. Hashimoto)

Strategies (What will we do?)	Increase Eco awareness for all building occupants (students, staff and community users) and explore new certifications for schools that have yet to successfully attain EcoSchool certification. Continue the annual Environmental Youth Symposium alternating between elementary and secondary panels each year. Explore the possibility of reducing paper use and switching to more environmentally friendly and less expensive paper products.
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> • The number and ranking of Eco Schools increases year over year including gauging first-time certifications. • Reduction in quantity of paper copies by school; resulting in less expenditures. • Reduction in consumption of commodities when compared versus 2017-18.
Status (Is anyone better off? How do we know?)	

Goal: Make the best use of space in Board Schools.

Capital Plan (Responsibility: R. Wyszynski, Facility Services Management Team)

Strategies (What will we do?)	Prepare long-term school by school enrolment projections that incorporate 2016 census. Update multi-year capital plan to include new data and meet with Quality Accommodations Committee to review new information and develop accommodation strategies in anticipation of any changes to Pupil Accommodation Review Guidelines (PARGs)
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> A Multi-Year capital plan is reviewed by the Quality Accommodations Committee and presented to the Board for approval.
Status (Is anyone better off? How do we know?)	

Facility Partnerships (Responsibility: R. Wyszynski)

Strategies (What will we do?)	Continue to market and engage community partners to utilize surplus space
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> Partners are engaged, leases signed and surplus space is occupied.
Status (Is anyone better off? How do we know?)	

Goal: Create learning spaces to reflect current teaching and learning needs.

School Improvement (Responsibility: Superintendent of Business, Executive Council and Facilities Management Team)

Strategies (What will we do?)	Develop long-term renovation plan to convert libraries to learning commons using centralized framework. Plan will incorporate consistency in design and efficient execution of conversions including collaborating with the Learning Commons Committee to identify 2-3 ideal locations for renovations. The Learning Commons conversions will require the development of a centralized catalogue for materials, resources, equipment, furniture and capital upgrades. Improve access to our buildings to fulfill AODA requirements.
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> • Report on projects completed and dollars invested • Identify and address barriers to accessibility, create plan to reduce barriers and demonstrate success. • Report on scope and expenditures
Status (Is anyone better off? How do we know?)	

Goal: Build a culture of care and respect in all schools and workplaces.

Staff Development/ Customer Service Coaching (Responsibility: R. Wyszynski, System Managers and Leaders)

Strategies (What will we do?)	Meet with service area leaders to develop the 2 nd annual professional development day for business services, facility services, planning and transportation staff. Goal is to build on theme from year 1 (customer service) to focus on incorporating effective two-way communication between board office and schools. Explore surveying school administrators to help identify areas of strength and improvement.
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> • Participation rates in professional development day • Identify service benchmarks and department expectations to enhance service levels to schools.
Status (Is anyone better off? How do we know?)	



Annual Operating Plan Equity – 2018-19

We will create equitable environments for all Grand Erie students.

Goal: To identify systemic barriers to students feeling a sense of belonging.	
Identifying Barriers to Sense of Belonging (Responsibility: W. Baker, C. Bibby and the Safe and Inclusive Schools Committee)	
Strategies (What will we do?)	In accordance with the Ontario Education Equity Action Plan, gather identity-based demographic data for Grand Erie students that will be used to develop targeted equity strategies.
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> • Marginalized groups for consideration in the Grand Erie student census will be identified, in anticipation of cross-referencing of demographic data with the following measures: <ul style="list-style-type: none"> * academic progress (credit accumulation, EQAO, report cards, graduation rates) * suspension/expulsion rates * secondary course selections * Special Education services * support services (counselling, attendance) • At this point, marginalized subgroups would include: students living in poverty; newcomers to Canada, LGBTQ+ students; Indigenous students; students with disabilities; racialized students • Under the guidance of the Safe and Inclusive Schools Committee, contacts will be established within each marginalized subgroup – (Fall 2018) <ul style="list-style-type: none"> * Community contacts will have the opportunity to review and provide feedback on the student census questions • A data-gathering census tool will be finalized that identifies Grand Erie's marginalized students (January 2019) • Develop a communications plan for sharing information with students, parents and staff. • A Grand Erie student census (not a survey or sampling of students) will be conducted – February 2019 • Data analysis will establish and compare achievement and sense of belonging scores – special consideration of intersectionality of demographic factors
Status (Is anyone better off? How do we know?)	

Goal: To support administrators in creating more inclusive school environments

Creating inclusive school environments (Responsibility: W. Baker, C. Bibby and the Safe and Inclusive Schools Committee)

Strategies (What will we do?)	<p>Increase the capacity of administrators to manage and resolve issues of equity and inclusion by providing:</p> <ul style="list-style-type: none"> • Targeted equity training (e.g., Egale, diversity videos, Deep Diversity) • Targeted intervention strategies (e.g., Equity Walk, community input meeting, Rainbow Ball, funding for school-based equity projects)
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> • Most equity issues will be resolved at the school level (e.g., gender-neutral washrooms, personal pronouns, documentation, field trip accommodations, change rooms) • Unique equity issues will be vetted through the Safe and Inclusive Schools staff and shared with the Safe and Inclusive Schools Committee (e.g., issues relating to evolving human rights). These will become training topics. • System standards will be developed to address new protected human rights.
Status (Is anyone better off? How do we know?)	



Annual Operating Plan Technology – 2018-19

We will provide secure and reliable learning environments that will allow students and staff to use technology in an effective and seamless manner.

Goal: Increase staff knowledge of the technology available for teaching, learning and workplace applications. Goal: Provide an up-to-date technology infrastructure that meets the needs of classrooms, administration and departments

Focus on leveraging technology tools and resources to promote learning and communication.

(Responsibility: Superintendent of Education (D. Abbey), Manager of IT, Educational Technology Team)

Strategies (What will we do?)	Engage external firm to conduct a similar review of the Grand Erie District School Board's Education Technology strategy as was conducted in 2009-10
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> • Education Technology Review (Fall 2018) <ul style="list-style-type: none"> ◦ Review of 2010 report's recommendations ◦ Assess existing education technology usage and infrastructure, and evaluate its contribution to achieving the educational priorities of the district. ◦ Create an educational technology plan for the Board that will ensure technology is embedded and embraced by teachers, and is an integral part of the teaching and learning of the Board's key achievement priorities. • Approval of a 5 year plan by Trustees (April 2019)
Status (Is anyone better off? How do we know?)	

Goal: Optimize our data systems to ensure that information is accurate, reliable, and easily accessible.

Focus on developing a plan for secure communication and learning environments for parents and students.

(Responsibility: Superintendent of Education (D. Abbey), Information Technology Services Management Team)

Strategies (What will we do?)	Development Parent and Student Portal Plan.
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> IT department configure landing page for Parent Access (Sept 2018) Develop secure method of password access for parents. (Sept 2018) Pilot the PowerSchool/Brightspace hybrid model at Elementary and Secondary school (Fall 2018) Teachers in Pilot trained on Brightspace and PowerTeacher Pro by Ed Tech staff and Digital lead learners. (October 2018) Broaden implementation in January at Secondary and Elementary schools (January 2019) Create resources on best practices using the Parent Communication Portal. (Spring 2019) Full Implementation at all schools (Fall 2019)
Status (Is anyone better off? How do we know?)	

Goal: Optimize our data systems to ensure that information is accurate, reliable, and easily accessible.

Focus on PowerSchool environment and process for online survey and parent registration to Kindergarten.

(Responsibility: Superintendent of Education (D. Abbey), Information Technology Services Management Team)

Strategies (What will we do?)	Implement an Online Early Years registration process.
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> Use EYE@K funding elementary program and IT work together to set up Registration environment in PowerSchool Develop process for secure and accurate input of information into PowerSchool. Parent survey implemented in alignment with Ministry directions for Early years. Process communicated to clerical by late November 2018 IT supports in place for parents and staff. Parents registrations completed December through January 2019.
Status (Is anyone better off? How do we know?)	

Goal: Increase staff knowledge of the technology available for teaching, learning and workplace applications

Focus on staff knowledge of Privacy Information Management as it pertains to software applications used by staff and students
(Responsibility: Superintendent of Education (D. Abbey), Education Technology Staff

Strategies (What will we do?)	Creation of process and resources to enhance student privacy when teaching staff select digital resources.
Evidence of Progress (How well did we do it?)	<ul style="list-style-type: none"> Standards created for use of software application, communication with parents Knowledge building and improved understanding by staff of importance of protecting personal information with respect to digital resources. Develop an evaluation tool for staff to determine proper technology. Develop a standard parent communication letter to make transparent to parents the technology practices in the classroom that may impact privacy. May be alignment her with Digital Citizenship documents and resources.
Status (Is anyone better off? How do we know?)	



Annual Operating Plan Well-Being – 2018-19

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

Goal: Staff, students and parents will promote health and well-being and will know how to access supports when needed.

Staff Wellness (Responsibility: S. Sincerbox)

Strategies (What will we do?)	Assess and reflect on the status of employee wellness and create responsive wellness programs in Grand Erie. <ul style="list-style-type: none"> Consult with departments and employee groups, using focus groups to confirm information gathered from the Employee Wellness Survey (2017-2018) that identified the most prominent stressor areas impacting employee wellness (e.g., mental health, work-life balance, family, relationships, financial). Evaluate, as a committee, on-line resource tools (e.g., LifeSpace) that staff members and their families can access, on a 24/7 basis, that provide information and support on targeted stressors areas. Introduce the selected on-line tool to a sample of schools/departments in order to determine its effectiveness for a potential system-wide implementation.
Evidence of Progress (How well did we do it?)	Staff actively engaged in activities that enhance organizational well-being. <ul style="list-style-type: none"> Focus group findings are cross referenced with Employee Wellness Survey (2017-2018) to identify most prominent stressor areas impacting employee wellness. On-line resource tool is identified and purchased that provides effective and accessible supports to staff members and their families in identified stressor areas.
Status (Is anyone better off? How do we know?)	

Goal: Create and promote an enabling environment where all students can participate fully in their education.

Student Wellness – Elementary: (Responsibility: L. Thompson, P. Bagchee)

Strategies (What will we do?)	Implementation of evidence-based mental health promotion and prevention programming <ul style="list-style-type: none"> Continue to implement the PATHS program to grade one students in current and in additional schools Implement booster lessons to students in grade 2 who received the PATHS program last year. Deliver the Grade 4 PATHS program in a selected number of schools (pilot project). Introduce Elementary Wellness Champions in select school
Evidence of Progress (How well did we do it?)	Implementation of evidence-based mental health promotion and prevention programming <ul style="list-style-type: none"> Continue to implement the PATHS program to grade one students in current and in additional schools -Child and Youth Worker to implement the PATHS program in grade one classrooms -classroom teacher to participate in and support the program Implement booster lessons to students in grade 2 who received the PATHS program last year. Deliver the Grade 4 PATHS program in a selected number of schools (pilot project). Pre- and Post- evaluation to measure success.
Status (Is anyone better off? How do we know?)	

Student Wellness - Secondary: (Responsibility: L. Thompson, P. Bagchee)

Strategies (What will we do?)	Implementation of evidence-based mental health promotion and prevention programming. <ul style="list-style-type: none"> Designate a social work position to focus on mental health promotion and prevention in Grand Erie high schools. Create and deliver an evidence-based small group withdrawal for student to address anxiety and teach stress management. Facilitate the roll out of Jack Talk presentations across Grand Erie To introduce and help in the delivery of Stress Lessons by some Secondary School Health and Phys. Ed teachers (pilot project) through the work of Secondary Wellness Champions
Evidence of Progress (How well did we do it?)	Implementation of evidence-based mental health promotion and prevention programming. <ul style="list-style-type: none"> Implement small group withdrawal in Grand Erie high schools <ul style="list-style-type: none"> o Social Worker and Mental Health Lead to research and develop a small group to address anxiety and stress management using evidence-based research. o Social Worker and Mental Health Lead will develop group criteria, informed consent and group descriptions to provide informed consent. o Social Worker will work with assigned support staff to deliver and evaluate this group.

	<ul style="list-style-type: none"> o The group will be rolled out to schools, in each geographic area of the board. Partial implementation in the 2018-2019 school year. o Students will begin to use the strategies learned in the group to manage their symptoms of stress and anxiety. • Implement the roll out of Jack Talks across Grand Erie. <ul style="list-style-type: none"> o Social Worker will work with the Mental Health Lead to organize and facilitate the roll out of Jack Talk presentations • Social Worker and Mental Health Lead will develop pre and post evaluation to evaluate success.
Status (Is anyone better off? How do we know?)	

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

Student Wellness (Responsibility: L. Thompson, W. Baker, P. Bagchee, C. Bibby, K. Mertins)

Strategies (What will we do?)	Supporting specific populations <ul style="list-style-type: none"> • Provide supports and resources to staff members to build awareness, knowledge and sensitivity to issues and concerns related to Special Education, Mental Health, Indigenous, Newcomer and LGBTQ2S student populations
Evidence of Progress (How well did we do it?)	Supporting specific populations <ul style="list-style-type: none"> • Provide supports and resources to staff members to build awareness, knowledge and sensitivity to issues and concerns related to Special Education, Mental Health, Indigenous, Newcomer and LGBTQ2S student populations <ul style="list-style-type: none"> o A video series entitled “Celebrating Diversity” will be rolled out in September 2018 as a part of a larger strategy for increasing equity awareness and celebrating diversity. o The resource document “Leading Mentally Healthy Schools” will be in-serviced at Family of Schools meetings. o The Ontario Human Rights Commission’s policy on “Accessible Education for Students with Disabilities” will be in-serviced at Director’s meetings. • Pre- and post-evaluations will be conducted to measure success.
Status (Is anyone better off? How do we know?)	



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Trustees of the Grand District School Board
FROM: Brenda Blancher, Director of Education & Secretary
RE: **2017-20 Strategic Communications Plan – Year 2 (2018-19)**
DATE: September 24, 2018

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board receive the 2017-20 Strategic Communications Plan for Year 2 (2018-19).

Background

In March 2017, Grand Erie District School Board approved its 2017-20 Strategic Communications Plan. Created by the Strategic Communications Ad Hoc Committee, the plan aligns with the Board's 2016-20 Multi-Year Plan – *Success for Every Student*.

Grand Erie's Strategic Communications Plan is a living document. Each September, the Manager of Communications and Community Relations provides an update on the plan to the Board. Each May, the Manager offers an evaluation of the plan to the Board.

Four streams are identified in the Strategic Communications Plan: Leadership, Internal Communications, Marketing and Branding, and Public Relations. Within each stream, there are a number of objectives as well as a list of strategies/tactics. The Year 2 update, which follows, provides an overview of the strategies/tactics outlined for each stream for the 2018-19 school year.

Stream 1 – Leadership

Communications is an essential skill in building strong leaders and navigating changing environments. From administrators who build trust with school communities to students who are on their journey to be leaders of tomorrow, communication excels the vision of an organization, is an influencing factor to help motivate and inspire others, and creates positive environments that value open and two-way engagement.

Objectives

- Maximize communication with trained leadership in various levels of Grand Erie
- Support communications with sufficient resources and ongoing training
- Ensure communication effectiveness through adherence to guiding principles
- Effective response and management during crisis communication situations
- Build parent leaders in order for them to effectively support student achievement, well-being and parent involvement

- 1.1 Embed topics of communications into the Leadership program and provide face-to-face learning opportunities to build capacity for shared communication leadership.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Trustees	Trustee Caucus	Trustee Caucus session with the new Board following the election	2018-19	A Trustee Caucus session on communications will be considered for 2018-19
Clerical, custodial and caretakers	Staff development and customer service	Customer service will be a topic at each Professional Development Day	2018-19	Customer services will be added as a topic at all Professional Development sessions for clerical, custodial and caretakers in 2018-19

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Administrators	Management Clinics	Three Management Clinics; Topics may include: social media, crisis communications, media training	One per year	The 2018-19 Management Clinic will take place in Spring 2019
Staff seeking leadership opportunities	Aspiring Leaders Session	Communications will be a topic included within the Aspiring Leaders program	One per year	Communications will once again be imbedded into the Aspiring Leaders program in 2018-19
All staff	<i>Communicate 2020</i> Series	Shared with staff. Relevant topics include: social media, visual identity, and consistent communications	Twice per year	The Communications team will provide all staff with tips/best practices for social media, guidelines for Grand Erie's visual identity, and an overview of consistent communications within the Board

1.2 Create an environment where staff are encouraged to promote their personal well-being and feel supported.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
All staff	Review communication requirements for bereavements	HR1 Bereavement	February 2019	The Communications and Community Relations Manager will lead the review of this policy in 2018-19
All staff	Support the communications associated with the Staff Wellness portfolio	Events, initiatives, and information to staff	Ongoing	The Communications Assistant will continue to provide guidance and support for all staff wellness initiatives. In 2018-19, a video promoting staff wellness will be created to showcase this strategic initiative
All staff	In consultation with Safe Schools/School Mental Health and Well-Being Lead, staff will receive key messages and supportive resources during tragic events and critical incidents	As required	Ongoing	Staff will continue to receive key messages during crisis situations in 2018-19. This includes events that happen within Grand Erie as well as those that take place outside the Board, but impact Grand Erie students and staff
All staff	Communicate staff recognition or appreciation initiatives to celebrate staff contributions	As needed (Patti McClester Award, Retirement celebration, and other staff appreciation initiatives)	Ongoing	Communications and Community Relations staff will continue to provide support for a wide range of Board activities in 2018-19. For example: Patti McClester Award, Retirement Dinner, etc.
All staff	Create a web/portal presence and posters reflecting the four concepts of Be Well	One-time launch, updates as required	2017-18	COMPLETED: Grand Erie's website and the staff portal for mental health were updated to align with the overall Mental Health Strategy. Additional updates will be made as required The Be Well campaign remains focused on students

- 1.3 Help system leaders build trust in their communities by providing resources and generate consistent and timely communications.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Administrators	Principal's Communications Toolkit (includes key messages, key dates and template letters)	Resources for Principals	2018-19	To be completed in 2018-19, and updated as required. The toolkit will not replace one-on-one support Principals receive from Communications and Community Relations staff when issues arise or help is needed
Administrators Parents	Create standard communication resources, including best practices for administrators and a public awareness for parents	Working group of school administrators and input from the Grand Erie Parent Involvement Committee (GEPIC)	2018-19	To be completed in 2018-19. Working group will focus on messaging sent to parents (e.g., letters, school messenger, etc.) as well as school website content and recruitment efforts (Kindergarten, Grade 9)
Parents	Develop a Grand Erie App with the Information Technology department	Creation and development	2019-20	To be completed by the Information Technology team. The Communications and Community Relations team will provide support, as required

- 1.4 Support parents who serve in leadership roles and advocate for parent involvement/engagement in our schools.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
School Council Chairs and Members	School council orientation events	Three sessions	One per year	The 2018-19 School Council Start-up session will take place on October 18, 2018
School Council Chairs and Members	Information session for parents based on interest/needs	Guest speaker	Spring 2019	Based on input from GEPIC and school council chairs, the 2019 Spring session will feature guest speaker Paul Davis on the topic of Smart Parenting and Social Media (April 16, 2019)
Parents	Enhance parent section on the website with resources to support strategies for family involvement	Reviewed annually	Ongoing	The <i>Strategies for Literacy & Numeracy</i> guide was added to the website in the Fall of 2017. This resource will be shared again with school councils in 2018-19. Additional information or content will be generated following feedback from GEPIC in 2018-19
Parents	Deploy a parent portal with the Information Technology department to improve home-school communications	Creation and development	2019-20	To be completed by the Information Technology team. The Communications and Community Relations Team will provide support, as required

- 1.5 Use a variety of events to support students as leaders engaged in the topics of four indicators related to the Multi-Year Plan (excluding Achievement and Community). The areas relate to the following: digital leaderships, equity/change-maker/global citizens, wellness advocates, and environmental champions.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Students, Parents, Community, Media	Focus on Equity	Promotion and coverage (media release, feature stories, <i>Schools in the News</i> , social media, etc.)	2018-19	Initiatives, activities and events to be featured in 2018-19 include: Equity videos, Indigenous Education (Orange, Shirt Day, Treaties Week, Indigenous Peoples Day), Day of Dignity, Accessible Grand Erie, Black History Month, Pink Shirt Day, Rainbow Ball, Pride Month, and the Grand Erie Games
Students, Parents, Community, Media	Focus on Technology	Promotion and coverage (media release, feature stories, <i>Schools in the News</i> , social media, etc.)	2018-19	Initiatives/activities to be featured in 2018-19 include: Ed Tech training for teachers and students, coding initiatives and the creation of learning commons/maker spaces
Students, Parents, Community, Media	Focus on Environment	Promotion and coverage (media release, feature stories, <i>Schools in the News</i> , social media, etc.)	2018-19	Initiatives/activities to be featured in 2018-19 include: the opening of Mapleview Elementary School, the Community Hub at Central Public School, ECO Symposium, ECO schools program and Earth Day celebrations
Students, Parents, Community, Media	Focus on Well-Being	Promotion and coverage (media release, feature stories, <i>Schools in the News</i> , social media, etc.)	2018-19	Initiatives/activities to be featured in 2018-19 include: CAGE events, staff wellness video, Bell Let's Talk Day and Mental Health Week

Stream 2 – Internal Communications

Internal Communications is the function responsible for effective communications among participants within an organization. Fostering a strong channel of information to our internal audience, balancing between push-and-pull methods, will create staff ambassadors, knowledgeable on topics to better perform their duties in a culture of high expectations.

Objectives

- Research and understand employee needs, expectations, opinions, attitudes and knowledge levels
- Support staff engagement and create staff ambassadors
- Staff alignment with the Grand Erie District School Board's vision and Multi-Year Plan
- Manage information overload
- Communicate with staff during a crisis

- 2.1 Use the portal as the trusted source of consistent information for all staff members.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
All staff	Enhance the News section on the staff portal	Align stories with the Multi-Year Plan	2018-19	Share staff-relevant stories/content on the portal in 2018-19 (i.e., <i>On the Job with...</i> series, staff wellness video). Also include news releases, feature stories and <i>Schools in the News</i> stories to highlight work/initiatives related to the Multi-Year Plan
Managers, system leaders	<i>A Day in the Life</i> series	Highlights the work of Grand Erie staff, linking their efforts back to one of the indicators in the Multi-Year Plan	2018-19 – one per month	Identify individuals to feature in the monthly <i>On the Job with...</i> staff series, highlighting staff within the Board. Link individual's efforts back to one of the Multi-Year Plan indicators to showcase how staff help achieve <i>Success for Every Student</i> daily

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
All staff	Build a Classifieds sections for staff, including a buy and sell section, hobbies/interests, and employee incentives	One-time launch	2018-19	To be completed by the Information Technology team. The Communications and Community Relations team will provide support, as required
System leaders, key users/ webmasters	Create a governance model for the website outlined in an Admin Memo. Include a website, portal and school website review cycle process	Working group consisting of IT, Administration, and clerical staff	2018-19	To be discussed in 2018-19
All staff	Staff pictures on Outlook	Email staff	2018-19	In 2018-19, all Grand Erie staff will be encouraged to post their picture on Outlook. This provides a way for staff to connect names to faces

2.2 Enhance products that are shared to internal audiences as key sources of information.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Staff	Standard email signature for all Grand Erie staff	Email staff	2018-19	In 2018-19, encourage all Grand Erie staff to use a standard, accessible email signature that promotes the Board's website and social media channels
Staff	Develop a staff newsletter that reflects the Multi-Year Plan	Emailed staff	2018-19	Staff newsletter was abandoned in 2017-18 as staff receive <i>The Blackboard</i> , which links all news and reports back to the Multi-Year Plan. In 2018-19, bonus content will be added to <i>The Blackboard</i> , with the most recent feature stories, media releases, and <i>Schools in the News</i> stories from the past two weeks. Content will be organized by the Multi-Year Plan indicators
Staff, media, parents, and community	Enhance the delivery of <i>The Blackboard</i> and expand readership	<i>The Blackboard</i> is sent following each Board Meeting	Ongoing – 20 editions per year	COMPLETED: In 2017-18 media members were added to <i>The Blackboard</i> distribution list. Parents and community members are added upon request
Staff, community, parents, Trustees	Align Director's Blog with the Multi-Year Plan	3-4 per calendar year	Ongoing	COMPLETED: Each Director's Blog aligns with one of the indicators in the Multi-Year Plan and <i>Success for Every Student</i>

2.3 Develop with Senior Administration a procedure that strengthens the information flow of communications to various employee groups within the organization.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Senior Administration, Administrators	An Administrator Checklist	Checklist	2017-18	COMPLETED: a checklist for bringing in guest speakers was created to ensure all speakers align with the Board's Mental Health Strategy
Senior Administration, Administrators, Managers	Develop a process that articulates direction from Senior Admin to Managers and Administrators	Ongoing at Executive Council	2017-18	COMPLETED: <i>In the Loop</i> is an email sent by Principal representatives following each Executive Committee meeting to keep administrators up-to-date on shared information

2.4 Support the ongoing training and orientation of Grand Erie employees.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Staff	Develop a resource to support the Communications and Customer Services standards of the Accessibility of Ontarians with Disabilities Act while promoting an Accessible Grand Erie experience	Accessible Grand Erie Day promotes awareness of accessibility in our schools	Annually	Accessible Grand Erie Day is celebrated each November A communications resource related to accessibility will be created in 2019-20 based on the needs identified by Grand Erie's Accessibility Plan and the Grand Erie Accessibility Committee
Staff	Raise awareness related to the privacy and protection of staff and student information	Meet with Privacy and Information Management Committee to determine next steps	2019-20	To be completed as outlined in 2019-20
Staff	Support the communications related to the mandatory training programs legislated for staff to complete	One-time launch of a section on the portal that describes the mandatory training requirements in Grand Erie and the training matrix schedule	2019-20	Establish a working group with IT staff to find a solution that tracks training and pushes notifications to employees to complete training beginning in 2019-20. Review mandatory training requirements for staff
New employees	Develop a Communications 101 package for new employees to complement the HR orientation program	One time development of a resource for HR to use in their staff orientation	2019-20	To be completed as outlined in 2019-20

Stream 3 – Marketing and Branding

Grand Erie District School Board reflects a brand that is publicly distinguished from others in the education community. Our brand promotes Success for Every Student, a defining statement that sets us apart. Through the process of branding, Grand Erie's corporate identity is disseminated by its vision, name and image throughout its communities. It is also associated with programs and services offered. There are expectations to promote and communicate Grand Erie programs and vision to current and potential students and families.

Objectives

- Effectively tell the story of Grand Erie through existing channels, social media and traditional news media
- Advance the identity and brand of Grand Erie District School Board
- Deploy multiple and varied communication strategies, including accommodation for diversity
- Communicate Grand Erie's Multi-Year Plan with parents and families

3.1 Celebrate Grand Erie's brand, which reflects the 2016-20 Multi-Year Plan, through storytelling.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Students, staff, parents, media, and community	<i>Schools in the News</i> (Align with the six indicators of the Multi-Year Plan)	75 school stories per year	Ongoing	In 2018-19, all <i>Schools in the News</i> stories will continue to be linked to the Multi-Year Plan. Schools will be assigned to one indicator throughout the school year

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Students, staff, parents and community	Feature Stories which align with the Multi-Year Plan	Ongoing	Ongoing	In 2018-19, feature stories will continue to be linked to the Multi-Year Plan
Students, staff, parents and community	Videos	Eight to ten videos per year	Ongoing	Four high-quality, Equity-focused videos were created for 2018-19. The videos focus on staff and students sharing their experiences that reflect Grand Erie's Multi-Year Plan and Equity in the Board. Communications and Community Relations staff will continue capturing short cell phone videos at events/activities throughout the school year to include on social media
Students, staff, parents, media and community	Social Media (Twitter, Facebook and Instagram)	Increase followers/likes by 15 per cent on each platform each year	Ongoing	Twitter followers as of May 2018: 6,361 Facebook likes as of May 2018: 8,867 Instagram followers as of May 2018: 347
Students, staff, parents, and community	Photos and graphic design with emphasis on inclusiveness/diversity	Two to three photo shoots per year to align with various initiatives	Ongoing	COMPLETED: Diversity is always top of mind when creating communication pieces. Photos are taken throughout the school year, as needed
Students	Create the Grand Erie Storybook in the Logo	75 schools = 75 pages Once complete, present to Board	2017-18	Abandoned in 2017-18. All stories are captured on Grand Erie's website and shared on social media.

3.2 Position the Multi-Year Plan as a strong brand to showcase Grand Erie.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Staff, parents, students and community	Continue to implement the Multi-Year Plan communications plans	Annually	Ongoing	This was outlined in the Multi-Year Plan Communications Strategy, which was presented to the Board on August 27, 2018
Parents	Facebook ads	Ongoing, as required	Ongoing	Facebook ads are successfully used to target parents for events or activities In 2018-19, Facebook ads will be used to promote Future Grade 9 Student and Parent Information Nights, Kindergarten Registration
Staff	Create cheat sheets to enforce the visual identity program	Monthly	2018-19	Visual identity information will be included in the Communicate 2020 series. See section 1.1 above
Parents, staff, students, and community	Use the website as the main feature of the Grand Erie brand and the main source of information	Staff training	2017-18	COMPLETED: In 2017-18, training for staff responsible for the website took place Individual training (either new or refresher) will take place, as needed, in 2018-19
Staff, parents, students, and community	Rebrand items (signs, forms, outdated website images etc.)	Establish a list of items	2017-18	COMPLETED: Grand Erie's website and staff portal were updated in 2017-18 along with all images and forms
Parents, teachers and Administrators	Review School Agendas and ensure there is consistent messaging related to the Multi-Year Plan	Conduct content audit and provide covers for all agendas	2017-18	COMPLETED: Grand Erie's Multi-Year Plan is the focus of all 2018-19 School Agenda covers. All agenda content was reviewed and updated for 2018-19
Community	Wrap vehicles	29 vehicles will be wrapped	2017-18	Abandoned due to costs
Community	Brand school facilities (logo plaque beside school name)	75 schools - Grand Erie logo fixed to its building	2018-19	Abandoned due to costs

3.3 Create a marketing strategy to focus on Early Years, Kindergarten Registration, Transitions and Student Success Programs.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Parents of children who are entering Kindergarten	Kindergarten Registration	Review guide, social media plan, website information and advertisements	2017-18	All materials will be reviewed annually. A communications strategy focused on parents for Kindergarten Registration will be created in 2018-19
Students, Parents	Develop a Student Success strategy that highlights the transition to Grade 9	Review guide, social media plan, website information, Future Grade 9 Student and Parent Information Night advertisements	2018-19	All materials will be reviewed annually. A communications strategy focused on students for Future Grade 9 Student and Parent Information Nights will be created in 2018-19
Students, Parents	Program promotion of GELA	To be determined in consultation with GELA	2019-20	All materials will be reviewed. A communications strategy focused on promoting GELA will be created in 2019-20
Parents of children who are in child care	Early Years	To be determined	2018-19	Abandoned in 2017-18. Will focus on Kindergarten Registration

Stream 4 – Public Relations

Public relations establishes and maintains mutually beneficial relationships between an organization and the communities, groups and stakeholders on whom its success depends. This stream will identify specific initiatives that will shine a light on topics that will impact a specific group or groups. In addition, research and evaluation will be conducted on the intended audience to determine an understanding or change in awareness, attitude, or action.

Objectives

- Manage communications through the RPIE (Research, Planning, Implementation and Evaluation) process
- Evaluate communication effectiveness to inform strategy and overall communication program

4.1 Three specific public relations plans will be designed to raise awareness, change attitudes or generate action (behavior) to raise the profile of a given portfolio or topic, or to address opportunities within the system.

Audiences	Tactics/Tools	Activity	Timelines	Outputs/Outcomes
Parents, Students, Community	Indigenous Education Communications Strategy	Develop plan in conjunction with the Indigenous Education team	2018-19	A student-focused plan highlighting the resources available for Indigenous students at Grand Erie, including the work done by staff to support students, build awareness and celebrate traditions, events and activities
Parents, Students, Community	Achievement/Renewed Math Strategy Communications Strategy	Develop plan in conjunction with system leaders	2019-20	A plan that showcases staff and student success in the area of achievement, including effective learning, instruction and assessment
Parents, Students, Community	Special Education Communications Strategy	Develop plan in conjunction with the Special Education team	2019-20	A plan highlighting the resources available for Special Education students at Grand Erie, including available supports for families

Next Steps

Delivery of the strategies/tactics identified in the Strategic Communications Plan for Year 2. In May 2019, the Manager of Communications and Community Relations will provide the Board an update on the Strategic Communications Plan.

Grand Erie Multi-Year Plan:

This report supports the Achievement indicator of Grand Erie's Multi-Year Plan and *Success for Every Student* through the following statements: "We will set high expectations of our students and staff. We will monitor, measure and reflect on our outcomes."

Respectfully submitted,

Brenda Blancher
Director of Education & Secretary



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Trustees of the Grand District School Board
FROM: Rafal Wyszynski, Superintendent of Business
RE: **Municipal Elections Compliance Audit Committee**
DATE: September 24, 2018

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board approve the appointment of Giuditta Poelzl, Alec Cowan and Frank Gelinas for the purposes of Section 88.37 of the Municipal Elections Act and Grand Erie Bylaw 36, for the period December 1, 2018 to November 30, 2022.

Background

The Municipal Elections Act requires every municipality and local board to establish, before October 1st in an Election year, a Compliance Audit Committee for the purposes of Section 88.37 of the Municipal Elections Act.

The Compliance Audit Committee is established to review and report on any requests for a compliance audit filed with the school board. Any eligible elector who believes, on reasonable grounds, that a candidate has contravened the campaign financing sections of the Act, may apply for a compliance audit of a candidate's election campaign finances.

The Municipal Elections Act requires that the term of Office of the Committee be the same as the Council or Local Board that takes office following the next Regular Election (December 1, 2018 to November 30, 2022).

Section 88.37 (2) of the Municipal Elections Act requires that the Committee shall be composed of not fewer than three and not more than seven members and shall not include:

- a) employees or officers of the municipality or local board;
- b) members of the Council or local board; or
- c) any persons who are candidates in the election for which the committee is established.

In consideration of the specific expertise sought for members of this Committee, Staff are recommending that the Committee be limited to three members to ensure that all appointed members are well qualified to serve on the Committee. Ideally, the composition of the Committee will include individuals with an auditing, accounting or legal background and those also with knowledge of campaign finance activities. It is important to note that Auditors appointed to serve on the Committee would not be able to audit or prepare the Financial Report of any candidate running for municipal office.

The Municipal Elections Compliance Audit Committee shall follow the Terms of Agreement outlined in Bylaw 36.

Additional Information:

The following people have been selected for approval to be members of the Municipal Elections Compliance Audit Committee. The members, as well as a summary of their background, are:

Giuditta Poelzl, Brantford, ON

- BA in Economics and current CPA Candidate
- Experience in auditing, financial analysis and government reporting

Frank Gelinas, Simcoe, ON

- Professional accountant in practice for 33 years
- Experience in municipal management

Alec Cowan, Dunnville, ON

- Over 20 years of experience in Financial Services
- Experience in with public sector (school board trustee) and committees

Budget Consideration:

It is anticipated that there may be costs associated with remuneration and mileage to attend meetings. The 2018-19 Revised Estimates will be updated to reflect a budget of \$1,000 for these costs.

Next Steps:

An inaugural meeting will be held to introduce the members of the committee. A date will be selected at a later time.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Brenda Blancher, Director of Education & Secretary
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Summary of Accounts – August 2018**
DATE: September 25, 2018

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board receive the Summary of Accounts for the month of July 2018 in the amount of \$9,446,321.17 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



MINUTES

1.0 Roll Call

Employer Representatives:

Lena Latreille	Business Services (Certified Member)
Tom Krukowski	Facility Services
Griffin Cobb	Secondary School Administration (Certified Member)
Rebecca Jago	Human Resources (Certified Member) (<i>Co-Chair</i>)
Cheryl Innes	Elementary School Administration (Certified Member)

Employee Representatives:

George Wittet	Secondary Occasional Teachers (Certified Member) (<i>Chair</i>)
Jennifer Orr	Elementary Teachers (Certified Member)
Ian Smith	CUPE Facility Services
Nancy Hondula	CUPE Educational Assistants (Certified Member)
Amanda Baxter	Elementary Occasional Teachers (Certified Member)
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:

Andrea Murik	Secondary Teachers (Certified Member)
Laura Mels	Non-Union (Certified Member)



Joint Occupational Health and Safety Committee

H-1-b

June 21, 2018

Facility Services- Meeting Room

2.0 Minutes of Last Meeting

The draft minutes for May 17, 2018 were reviewed.

3.0 Approval of Last Meeting Minutes (May 17, 2018)

The minutes were approved.

4.0 Agenda Additions

6.3 Monthly Health and Safety Inspections for Leased Spaces

6.4 CO Detectors

5.0 Unfinished Business – Discussion

5.1 Workplace Violence Forms- OneDrive

May 2018: Currently, redacted Workplace Violence forms are shared with the Joint Occupational Health and Safety Committees via OneDrive. Union representatives from the committee are forwarded non-redacted versions when their members complete the forms. The Division Manager of Operations and Health and Safety asked the committee if they were comfortable with sharing non-redacted forms with the committee. Committee members will bring this forward to their Union President. This item will remain on the next agenda.

June 2018: The Division Manager of Operations and Health and Safety indicated that no one has stated that they are opposed to non-redacted Workplace Violence Forms being put on OneDrive for the committee to review starting September 2018. Union Presidents will also be added to OneDrive if they wish to view these reports. This item can be removed from the next agenda.

5.2 Smudging

May 2018: A committee member brought forward a concern regarding a scent in a school that is used as a calming mechanism for a student. It was unclear if the technique being used was smudging or the use of incense. The Division Manager of Operations and Health and Safety will follow up with the Principal. This item will remain on the next agenda.

June 2018: The Division Manager of Operations and Health and Safety has

SUCCESS for Every Student



Joint Occupational Health and Safety Committee

H-1-b

June 21, 2018

Facility Services- Meeting Room

followed up with the Principal at the school where the concerned was raised and proper protocols were reviewed. This item can be removed from the next agenda.

New Indoor Air Quality Reports

None

6.0 New Business

6.1 Ministry of Labour Field Visit- Paris District High School- June 2018

As a result of a staff critical injury, the Ministry of Labour conducted a field visit. No orders were issued. This item can be removed from the next agenda.

6.2 Joint Occupational Health and Safety Committee Membership- 2018-2019

The Division Manager of Operations and Health and Safety inquired if there would be any membership changes to the committee for the 2018-19 school year. At this time, all members will be returning. This item can be removed from the next agenda.

6.3 Monthly Health and Safety Inspections for Leased Spaces

A committee member brought forward a question in regard to who is responsible for inspecting locations if it is leased by an outside party. The Division Manager of Operations and Health and Safety indicated that this falls under the lease agreement and is not inspected by members of our Board. The Division Manager of Operations and Health and Safety will follow up with the Principal at the location that is in question. This item can be removed from the next agenda.

6.4 CO Detectors

A question was brought forward by a committee member as to why CO detectors are not present in schools. The Division Manager of Capital and Renewal indicated that CO detectors are not required by law and do not detect the smell of natural gas. This item can be removed from the next agenda.

SUCCESS for Every Student



Joint Occupational Health and Safety Committee

H-1-b

June 21, 2018

Facility Services- Meeting Room

7.0 Information Items

7.1 Asbestos Abatement Site Report- Waterford District High School- eBase #1060, 1061, 1062- Project #17128

A visual clearance was conducted following the removal of asbestos containing mechanical insulations and removal of vinyl floor tiles. No asbestos-containing debris was observed. This item can be removed from the next agenda.

7.2 Asbestos Abatement Site Report- Central Public School- eBase #111- Project #17208

A visual clearance was conducted following the removal of asbestos containing pipe insulation. No asbestos-containing debris was observed. This item can be removed from the next agenda.

7.3 Bulk Sample Analysis Report- Major Ballachey Public School- eBase #105, 113, 130, 132, 216- Project #17145

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

7.4 Bulk Sample Analysis Report- Pauline Johnson- eBase #2054, 1138, 2049- Project #17161

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

7.5 Bulk Sample Report- River Heights Public School- eBase #116, 119, 132, 159, 167- Project #17146

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

SUCCESS for Every Student



Joint Occupational Health and Safety Committee

H-1-b

June 21, 2018

Facility Services- Meeting Room

7.6 Bulk Sample Analysis Report- Princess Elizabeth- eBase #30- Project #17209

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

7.7 Limited Designated Substance Survey (Renovation Areas) - Central Public School- Project #17155

A limited designated substance survey was conducted to identify possible hazardous building materials that may be disturbed. This item can be removed from the next agenda.

7.8 Limited Designated Substance Survey Report (Renovation Areas)- Lakewood Elementary School- Project #17156

A limited designated substance survey was conducted to identify possible hazardous building materials that may be disturbed. This item can be removed from the next agenda.

8.0 Review of Reports

8.1 Employee Accident Reports Summary – May 2018 Workplace Safety and Insurance Board Reportable –May 2018

Student Aggression Summary Table for May 2018

All reports were reviewed as distributed.

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

Reports were made available to the committee for review. Lansdowne-Costain did not complete the May health and safety inspection.

8.3 Health and Safety/Facility Services Review Committee Meeting Minutes

The next meeting is scheduled for October 2, 2018.

8.4 Critical Injuries

SUCCESS for Every Student



There have been 69 student critical injuries and 5 employee critical injury for the 2017-18 school year to date.

8.5 Focus Group

The next meeting will be scheduled in the next school year.

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:

- None

Health and Safety Training:

- None

10.0 Recommendations to Executive Council

11.0 Adjournment / Next Meeting(s):

The meeting was adjourned at 11:00 am.

The next JOHSC meeting will be held on September 20, 2018 –Facility Services – Meeting Room.



H-1-b Joint Occupational Health and Safety Committee June 21, 2018 Facility Services- Meeting Room

As of June 2018

Date item initiated	Item	Dates Discussed	Latest Update	Status and Timeframe
April 2013	Annual Workplace Violence Survey	2018 –May	The annual survey will be sent out again in the fall of 2018.	
April 2017	Terms of Reference Review	2018- May	The Terms of Reference Review document has approved by the Ministry. (Current agreement expires September 2022)	
April 2018	Ministry of Labour- Education Initiative	2018- May	Executive Council has been provided with a summary document regarding "Workplace Violence in School Boards: A Guide to the Law". Once approved it will be forwarded to JOHSC for review.	

Annual Updates Provided Each School Year:

Item	Review Month	Resulting Update
Pavement Improvements	2018- May	The list of upcoming paving projects was provided to the committee. The locations include: Walsh, Thompson Creek, Paris Central, Branlyn, GELA (Rawdon), McKinnon Park, Waterford District High School and Dunnville High School.

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	School Year
1	Agnes Hodge	X	X	X	X	XX	X	X	X	X	X	
2	Banbury Heights	X	X	X	X	X	X	XX	X	X	X	
3	Bellview	X	X	X	X	X	X	X	XX	X	X	
4	Bloomsburg	X	X		XXX*	X	X	X	X	X	X	
5	Boston	X	X	X	X	X	X	X	X	X	X	
6	Branlyn Community	X	X	X	X	X	X	XX	X	X	X	
7	Brier Park	X	X	X	X	X	X	X	XX	X	X	
8	Burford District Elementary	X	X	X	X	X	X	XX	XX	X	X	
9	Caledonia Centennial	X		X	XXX*	X	X	X	X	X	X	
10	Cedarland	X	X	X	X	X	X	X	X	XX	X	
11	Centennial-Grandwoodlands	X	X	X	X	X	X	X	XX	X	X	
12	Central P.S.	X	XX	X	X	X	X	X	X	X	X	
13	Cobblestone Elementary	X	X	X	X	X	X	X	XX	X	X	
14	Confederation (Fr Imm)	X	X	X	X	XX	X	X	X	X	X	
15	Courtland	X	X	XX	X	X	X	X	X	X	X	
16	Delhi	X	X	XX	X	X	X	X	X	X	X	
17	Dufferin	X	X	X	X	XX	X	X	X	X	X	
18	Echo Place	X	X	X	X	X	X	X	X	XX	X	
19	Elgin Ave.	X	X	XX	X	X	X	X	X	X	X	
20	Fairview Ave.	X	X	X	X	X	XX	X	X	X	X	
21	Glen Morris	X	X	X	X	X	X	X	X	XX	X	
22	Graham Bell	X	X	X	X	X	X	X	X	XX	X	
23	Grandview	X	X	X	X	X	X	X	X	XX	X	
24	Grandview Central(Dunnville)	X	X	XX	X	X	X	X	X	X	X	
25	Greenbrier	X	X		X*	X	X	X	X	XX		
26	Hagersville Elementary	X	X	X	X	X	X	X	XX	X	X	
27	Houghton	X	X	X	X	X	XX	X	X	X	X	
28	J.L. Mitchener	X	X	XX	X	X	X	X	X	X	X	
29	James Hillier	X	X	X	X	X	XX	X	X	X	X	
30	Jarvis	X	X	X	X	X	X	X	XX	X	X	
31	King George	X	X	X	X	XX	X	X	X	X	X	
32	Lakewood	X	X	XX	X	X	X	X	X	X	X	
33	Langton	X	X	X	X	X	X	X	X	X	X	
34	Lansdowne-Costain	X	X	X	X	XX	X	X	X		X*	
35	Lynndale Heights	X	X	XX	X	X	X	X	X	X	X	
36	Major Ballachey	X	X		X*	XX	X		X*	X	X	
37	Mt. Pleasant	X	X		X*	X	XX	X	X	X	X	
38	North Ward	X	X	X	X	X	X	XX	X	X	X	
39	Oakland-Scotland	X	X	X	X	X	XX	X	X	X	X	
40	Oneida Central	X	X	X	X	X	XX	X	X	X	X	

		X	X	X	X	XX	X	X	X	X	X	X	X	X	X	X	X	School Year
41	Onondaga-Brant																	X
42	Paris Central																	X
43	Port Rowan																	X
44	Prince Charles																	X
45	Princess Elizabeth																	X
46	Rainham																	X
47	River Heights																	X
48	Russell Reid																	X
49	Ryerson Heights																	X
50	Seneca Central																	X
51	St. George-German																	X
52	Teeterville P.S.																	X
53	Thompson Creek																	X
54	Walpole North																	X
55	Walsh																	X
56	Walter Gretzky Elementary School																	X
57	Waterford Public																	X
58	West Lynn																	X
59	Woodman-Cainsville																	X
	Secondary Schools																	
60	B.C.I. & V.S.																	
61	Cayuga Secondary S.(incl. TP - 28 Cayuga St. N., Cayuga)																	
62	Delhi District Secondary S.(incl. TP - 169 Wellington Ave, Delhi)																	
63	Dunnville Secondary S. (Incl. TP)																	
64	G.E.L.A. Brantford (Rawdon)																	
65	G.E.L.A. - CareerLink Eaton Market Square																	
66	G.E.L.A. - Simcoe																	
67	Hagersville S.S.(incl. HSSC and TP - 12 Almas St. Unit 2, Hagersville)																	
68	McKinnon Park S.S.(incl. TP - 174 Calithness St., Caledonia, and 3201 Second Line Rd., Hagersville)																	
69	North Park C. & V.S.																	
70	Paris District H.S. (incl. TP - 2 Elm St., Paris)																	
71	Pauline Johnson C.V.S. (incl. TP - 410 Colborne St., Brantford)																	
72	Simcoe Composite School (incl. TP - 39 Kent St N Unit 4, Simcoe)																	
73	Sprucedale Secondary School																	
74	Tollgate Tech. Skills Centre																	
75	Valley Heights S.S. (Includes Houghton Annex & TP on site)																	

		X	X	X	XX		X*	X		XXX*	X	X
76	Waterford District High School (incl. NSSC and TP site - Camp Trillium)											
	Support Centres											
77	H.E. Fawcett Teacher Resource Centre (TRC)	X	X	X	X	X	X	X	X	XX	XX	X
78	Joseph Brant (including GELA - ESL)	X	X	X	X	X	X	X	X	XX	XX	X
79	Head Office	X	X	X	X	X	X	X	XX	X	X	X
80	Head Office - Facility Services	X	X	X	X	X	X	X	XX	X	X	X
	Storage Facilities											
81	Burford Bus Barn, 35 Alexander St. Burford	X	X	X	X	X	X	X	X	XX	X	X
82	Langton Bus Barn, 23 Albert St. Langton	X	X	X	X	XX	X	X	X	X	X	X
83	Walsh Bus Barn, 93 Regional Road #3 Walsh	X	X	X	X	XX	X	X	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	July	August
6	Branlyn Community	N/A	X
9	Caledonia Centennial	N/A	X
38	North Ward	N/A	X
44	Prince Charles	N/A	X
57	Waterford Public	N/A	X
58	West Lynn	N/A	X
59	Woodman-Cainsville	N/A	X

No.	Secondary Schools	July	August
61	B.C.I. & V.S.	X	N/A
69	Hagersville S.S.(incl. HSSC and TP)	X	N/A

	Support Locations	July	August
79	H.E. Fawcett Teacher Resource Centre	X	X
80	Joseph Brant (including GELA - ESL)	X	X
81	Head Office	X	X
82	Head Office - Facility Services	X	X

Indicates the monthly inspection was completed

Indicates that an annual JOHSC inspection should take place.

Indicates that a monthly inspection was not completed

Indicates two inspections completed due to a missed inspection

X
XX
X*