



## AGENDA

- A – 1      **Opening**
- (a) Roll Call
  - (b) Declaration of Conflict of Interest
  - (c) In Camera Session (**6:30 p.m.**)
    - (i) Personnel Matters
    - (ii) Legal Matters
  - (d) Welcome to Open Session / Land Acknowledgement Statement (**7:15 p.m.**)
  - \* (e) Memorials – Martin MacNeil R. Collver
  - (f) Agenda Additions/Deletions/Approval
  - (g) In Camera Report
  - (h) Presentations
    - (i) United Way
    - (ii) Student Recognition
  - (i) Delegations
- B – 1      **Approval of Minutes**
- \* (a) December 10, 2018 (Inaugural Board)
  - \* (b) January 14, 2019 (Committee of the Whole)
  - \* (c) January 14, 2019 (Special Board)
- C – 1      **Business Arising from Minutes and/or Previous Meetings**
- \* (a) Update of Ministry of Education Changes to 2018-19 Funding R. Wyszynski
- D – 1      **Director's Report**
- E – 1      **Student Trustees' Report**
- F – 1      **Committee Reports**
- \* (a) Committee of the Whole – January 14, 2019 R. Collver
- G – 1      **New Business**
- \* (a) Major Construction Update (FT2) R. Wyszynski
  - \* (b) Quarterly Budget Report (Q1) (F2) R. Wyszynski
- H – 1      **Other Business**
- \* (a) Summary of Accounts - December R. Wyszynski
  - \* (b) Special Education Advisory Committee Minutes – October 18, 2018 L. Thompson
  - \* (c) Special Education Advisory Committee Minutes – December 13, 2018 L. Thompson
  - \* (d) Student Senate Minutes – December 4, 2018 B. Blancher
  - \* (e) Joint Occupational Health & Safety Committee Minutes –December 20, 2018 R. Wyszynski
  - \* (f) Indigenous Education Advisory Committee (Draft) – December 13, 2018 D. Martins

*SUCCESS* for Every Student



**Regular Board Meeting**  
Monday, January 28, 2019  
Board Room, Education Centre

- \* (g) Native Advisory Committee Minutes (Draft) – December 18, 2018      D. Martins
- \* (h) Safe and Inclusive School Committee Minutes (Draft) – January 10, 2019      W. Baker

I – 1      **Correspondence**

J - 1      **Adjournment**

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

Indigenous Education Advisory Committee	February 6, 2019	6:00 PM	Board Room
Privacy and Information Management Committee	February 7, 2019	3:00 PM	Norfolk Room
Committee of the Whole	February 11, 2019	7:15 PM	Board Room
Special Education Advisory Committee	February 14, 2019	6:00 PM	Board Room
Native Advisory Committee	February 19, 2019	9:00 AM	Cayuga Secondary
Pre-Budget Review Meetings	February 20, 2019	5:30 PM	Board Room
Chairs' Committee	February 25, 2019	5:45 PM	Norfolk Room
Board Meeting	February 25, 2019	7:15 PM	Board Room
Student Transportation Services Brant Haldimand Norfolk	February 26, 2019	9:00 AM	Brant Room
Committee of the Whole	March 4, 2019	7:15 PM	Board Room
Pre-Budget Review Meetings	March 6, 2019	5:30 PM	Board Room
Grand Erie Parent Involvement Committee	March 7, 2019	6:30 PM	Dogwood Room, Norfolk SSC
Audit Committee	March 19, 2019	4:00 PM	Brant Room
Safe and Inclusive School Committee	March 21, 2019	1:00 PM	Board Room
Special Education Advisory Committee	March 21, 2019	6:00 PM	Board Room
Chairs' Committee	March 25, 2019	5:45 PM	Norfolk Room
Board Meeting	March 25, 2019	7:15 PM	Board Room

***SUCCESS*** for Every Student

## Memorial Statement

### Martin MacNeil

It is with great sadness that we share with you the passing of Mr. Martin MacNeil on Tuesday, December 4<sup>th</sup>, 2018.

Martin was a much-loved teacher and coach. During his career, he was at Cayuga Secondary, Simcoe Composite, and Delhi District Secondary School and was teaching geography and history at the time of his death at Valley Heights Secondary School. He was a mentor and coach on the football field for every school he worked at and his loss will be felt by staff and students for a long time to come.

Outside of school, Martin coached hockey and baseball in the community and was a Volunteer Fire Fighter with Norfolk County Fire Department Station 1 in Simcoe.

Martin leaves behind his wife Sheena, who is an early childhood educator with the Grand Erie District School Board, and three young children.

He is sadly missed by the students, staff and school community, not just at Valley Heights, but at every school he was a part of.

There will be a celebration of life for Martin on Saturday, February 9<sup>th</sup> from 1-5pm at the Simcoe Legion.

Respectfully submitted,

Alison High  
Principal, Valley Heights Secondary School





## MINUTES

**Present:** Board Chair G. Anderson, Board Vice-Chair D. Dean, R. Collver, E. Dixon, S. Gibson, J. Richardson, C.A. Sloat, C. Speers, C. VanEvery-Albert, D. Werden, A. Hauser (Student Trustee), J. Hsiao (Student Trustee),

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

**Regrets:**

**Trustees:** B. Doyle, A. St. Pierre (Student Trustee)  
**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: J. Richardson

Seconded by: D. Werden

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.

**(e) Memorials**  
Nil



(f) **Chair's Inaugural Address**

G. Anderson presented his Inaugural Address.

(g) **Reading of Trustee Code of Ethics**

In accordance with Bylaw 28, trustees read the Trustee Code of Ethics.

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

Presented as printed. G-1-c Consolidated Financial Statement will be moved up after B-1-c.

Moved by: D. Dean  
Seconded by: E. Dixon  
THAT the Agenda be approved.

**Carried**

(i) **In Camera Report**

Moved by: C.A. Sloat  
Seconded by: C. Speers  
THAT the Grand Erie District School Board confirm the appointments to the Elementary Principals' pool dated December 10, 2018.

**Carried**

Moved by: D. Werden  
Seconded by: R. Collver  
THAT the Grand Erie District School Board confirm the appointments to the Elementary Vice-Principals' pool dated December 10, 2018.

**Carried**

Moved by: S. Gibson  
Seconded by: J. Richardson  
THAT the Grand Erie District School Board confirm the appointments to the Secondary Principals' pool dated December 10, 2018.

**Carried**



## Inaugural Board Meeting

December 10, 2018

Education Centre, Board Room

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Moved by: E. Dixon

Seconded by: J. Richardson

THAT the Grand Erie District School Board confirm the appointments to the Secondary Vice-Principals' pool dated December 10, 2018.

**Carried**

Moved by: C.A. Sloat

Seconded by: J. Richardson

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

**Carried**

(j) **Presentations**

Nil

(k) **Delegation**

Nil

B - 1 **Approval of Minutes**

(a) **Regular Board Meeting – November 26, 2018**

Presented as printed.

Moved by: C.A. Sloat

Seconded by: D. Dean

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

**Carried**

(b) **Board Nominations Meeting – December 3, 2018**

Presented as printed.

Moved by: E. Dixon

Seconded by: J. Richardson

THAT the Minutes of the Board Nomination Meeting, held December 3, 2018 be approved

**Carried**



(c) **Board Organizational Meeting – December 3, 2018**

Presented as printed.

Moved by: C. VanEvery-Albert

Seconded by: D. Werden

THAT the Minutes of the Board Organizational Meeting, held December 3, 2018 be approved.

**Carried**

**G-1-c Consolidated Financial Statements – August 31, 2018**

R. Wyszynski invited Dianne Latta, Senior Partner of Millard, Rouse and Rosebrugh to review the Auditor's report. Dianne Latta provided an overview.

C. Speers asked if we have a surplus where would the funds be used? R. Wyszynski responded that we are currently on a Multi-Year Financial Recovery Plan and all our surplus will be going to build our operating reserve.

C.A. Sloat commented and shared her appreciation for Millard's professionalism.

Moved by: D. Werden

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve the Auditor's Report for the year ended August 31, 2018 as recommended by the Grand Erie District School Board Audit Committee.

**Carried**

Moved by: C.A. Sloat

Seconded by: R. Collver

THAT the Grand Erie District School Board direct the Board Chair and Vice Chair to sign the Consolidated Financial Statements dated August 31, 2018 on behalf of the Board; and

THAT the Consolidated Financial Statements dated August 31, 2018 be forwarded to the Ministry of Education as required by the Education Act.

**Carried**





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

### (a) Revisions to 2018-19 School Year Calendar - Secondary

W. Baker referred to the Revisions to the 2018-19 Secondary School Year Calendar providing background around a letter that was received expressing concern that June 21, 2019 – National Indigenous Peoples Day – was designated as an exam day for secondary students. W. Baker further commented that after discussions with Executive Council, the Safe and Inclusive Schools Committee, the Indigenous Education Advisory Committee and OSSTF, it is recommended the June 21 be re-designated as an instructional day and June 20 as an exam day. W. Baker noted the School Calendar Committee has been consulted and approved these potential revisions and is seeking Trustee approval.

D. Werden asked if this needs to get the Ministry approval. W. Baker responded that we have already received the Ministry's approval.

C. VanEvery-Albert asked if this day will be included going forward. W. Baker responded that June 21 may fall on the weekend in some years but we are considering including on a go forward basis.

Moved by: J. Richardson

Seconded by: S. Gibson

THAT the Grand Erie District School Board approve the revised 2018-19 Secondary School Year Calendar.

**Carried**

## D - 1 Director's Report

Director's highlights:

- Survey from the Chiefs of Ontario – on December 7<sup>th</sup>, Directors received a memo from Murray Maracle, Education Director of the Chiefs of Ontario regarding the First Nations Lifelong Learning Table Research. With the memo was a survey that boards are being asked to completed on 3 topics:
  - Community and Student Well-Being Within First Nations Communities and School Boards in Ontario
  - Data Sovereignty – Sharing of Information between First Nations Communities and School Boards in Ontario
  - Trauma Informed Schools and Teaching Practices Within First Nations Communities and School Boards in Ontario

Survey links were provided for each topic and the Chiefs of Ontario would like to engage Directors of Education, Indigenous Ed Leads, Native Trustees and Indigenous



## Inaugural Board Meeting

December 10, 2018

Education Centre, Board Room

Education Advisory Committees in responding to the surveys. The Deadline is January 25, 2019. Survey has been shared.

- Presented the Draft Director's Annual Report noting it is a fully online document. Stories included in this report are based on the six indicators of the Grand Erie Multi-Year Plan: Achievement, Well-Being, Equity, Environment, Technology and Community. The report is based on the 2017-18 school year.

C.A. Sloat commented that she does miss having a hard copy of the Director's Annual Report. C.A. Sloat asked for clarity on the Data Sovereignty portion of the survey and what does that mean. B. Blancher responded that we have not looked at the survey as the original link did not work but believe this reflects what agreements we have in place with First Nations to share data. B. Blancher further commented that we do have this written into the Education Services Agreements and we are sharing the data.

Moved by: E. Dixon

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board receive the Draft Director's Annual Report 2017-18 as information.

**Carried**

Director's highlights: (continued)

- Tonight is our last Board meeting for this calendar year. We start up again with our Committee of the Whole Board Meeting on January 14, 2019.
- Christmas Break is Tuesday, December 25, 2018 to Friday, January 4, 2019

Moved by: R. Collver

Seconded by: S. Gibson

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

**Carried**

### E - 1 Student Trustees' Report

Nil



## F - 1 Committee Report

### (a) Striking Committee Report

G. Anderson presented the report as printed.

Moved by: E. Dixon

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the 2018 Trustee Statutory and Standing Committee Representation.

**Carried**

## G - 1 New Business

### (a) Audit Committee Minutes – December 4, 2018

R. Collver presented the Draft Audit Committee Minutes. R. Collver noted some minor edits.

Moved by: D. Werden

Seconded by: J. Richardson

THAT the Grand Erie District School Board received the Draft Audit Committee Minutes – December 4, 2018 as information, as amended.

**Carried**

### (b) Audit Committee Annual Report

R. Collver presented the report on behalf of the Audit Committee. R. Collver noted that the Audit Committee will need to determine if the audit attendance is for the school year or fiscal year. D. Werden commented that the Audit Committee runs December to November. R. Wyszynski further responded you are correct but we need to determine if this report reflects the calendar or school year.

Moved by: D. Dean

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve the 2018 Audit Committee Annual report and for submission to the Ministry of Education.

**Carried**

### (c) Consolidated Financial Statements – August 31, 2018– was reviewed earlier in the agenda.



(d) **Signing Officers**

Presented as printed.

Moved by: C.A. Sloat

Seconded by: C. Speers

THAT

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

**Carried**

(e) **Borrowing Authority**

Presented as printed.

Moved by: D. Werden

Seconded by: J. Richardson

THAT the Grand Erie District School Board authorize the Signing Authorities of the Board to obtain loans at any one time up to a maximum of \$35,000,000 to cover current payrolls and general account payments, if required.

**Carried**

(f) **Review of Borrowing Bylaws Not on Board's Review Schedule**

R. Wyszynski explained these bylaws are not in the four-year cycle of review, as they each have specific maturity dates.

Moved by: C.A. Sloat

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board receive the Review of Borrowing Bylaws Not on Board's Review Schedule report as information.

**Carried**



(g) **Revised Budget Estimates**

R. Wyszynski referred to the 2018-19 Revised Budget Estimates report that are due for submission to the Ministry of Education on December 15, 2018.

R. Wyszynski highlighted the revisions to the original 2018-19 budget approved in June.

C. Speers asked for clarity on the count dates. R. Wyszynski responded that we have two formal counts dates to the Ministry – October 31 and March 31.

C. VanEvery-Albert asked about the Education Services Agreement (ESA) and how many do we have? B. Blancher responded that we have three ESA's – Indigenous Services Canada for Six Nations of the Grand River, Mississaugas of the New Credit and a Reverse ESA with Six Nations Polytech- STEAM Academy. R. Wyszynski added that it also includes the international students' tuition agreements.

C.A. Sloat asked about the Education Program Other (EPO) and how we can keep an eye on what we get and don't get? R. Wyszynski responded that updates to the amounts can be presented as in year changes during quarterly dashboard updates. Currently there is no mechanism to report new EPOs as they are announced.

Moved by: J. Richardson

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the 2018-19 Revised Budget Estimates for submission to the Ministry of Education.

**Carried**

(h) **Schedule of Pre-Budget Consultation and Budget Review Meetings**

Presented at printed.

C.A. Sloat noted that the April 25, 2019 proposed date currently conflicts with Special Education Advisory Committee (SEAC) meeting. L. Thompson responded that we will bring this to December 13, SEAC meeting to request if the April 25, 2019 meeting date can be changed.

R. Wyszynski responded with the new government there are concerns about when the Grants for Student Needs (GSN) will be announced. A significant delay or drastic changes to the funding formula could result in changes to the suggested dates.



R. Collver asked for R. Wyszynski to explain to the Trustees, how the pre-budget dates work out. R. Wyszynski provided a high level explanation. R. Collver further added it is also an opportunity for Trustees to bring their wish list.

Moved by: C.A. Sloat

Seconded by: D. Werden

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

1. Wednesday, February 20, 2019
2. Wednesday, March 6, 2019.

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

1. Thursday, April 25, 2019
2. Wednesday, May 22, 2019
3. Monday, June 3, 2019.

**Carried**

(i) **Pauline Johnson Collegiate & Vocational School – Construction of Elevator Project Committee**

R. Wyszynski referred to the Pauline Johnson Collegiate & Vocational School – Elevator report.

Moved by: D. Werden

Seconded by: J. Richardson

THAT the Grand Erie District School Board Policy FT1 Major Construction Projects be temporarily suspended with respect to striking a Project Committee for the Pauline Johnson Collegiate & Vocational school elevator installation.

**Carried**

**H - 1 Other Business**

(a) **Summary of Accounts – November 2018**

Presented as printed.

Moved by: R. Collver

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of November 2018 in the amount of \$13,081,150.42 as information.

**Carried**



(b) **Joint Occupational Health & Safety Committee Minutes – November 15, 2018**

Presented as printed.

R. Collver requested clarification regarding item 7.6 and do we have a health and safety department. R. Wyszynski responded that it represents the Division Manager of Operations and Health and Safety and Health and Safety Officer.

D. Werden asked why Walsh PS did not complete their October Safety Audit? R. Wyszynski responded and confirmed that all inspections were completed in October and that was an error.

Moved by: R. Collver

Seconded by: D. Werden

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

**Carried**

(c) **Native Advisory Committee (Draft)– November 13, 2018**

Presented as printed.

C.A. Sloat asked about the Nations and NewStart Alternative Ed site and whose vision is this to be a community-based learning centre. D. Martins responded that this a similar to a Grand Erie community learning centre on the reserve and will serve Six Nations and other Indigenous Students. Community resources will be in place to support students enrolled in the Alternative Education program to meet with success.

C.A. Sloat commented that there used to be a long standing Military Co-op program and believed it was successful. D. Martins responded that the program ran out of McKinnon Park and it eventually was removed due to the lack of demand and that the staffing component became too difficult.

Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the Grand Erie District School Board receive the Native Committee Minutes (Draft) – November 13, 2018 as information.

**Carried**



## Inaugural Board Meeting

December 10, 2018

Education Centre, Board Room

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### I - 1 Correspondence

- (a) Canadian Cancer Society – November 19, 2018

Moved by: C.A. Sloat

Seconded by: E. Dixon

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

**Carried**

### J – 1 Adjournment

Moved by: C.A. Sloat

Seconded by: C. VanEvery-Albert

THAT the meeting be adjourned at 8:10 p.m.

**Carried**

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Board Chair, G. Anderson





## MINUTES

**Present:** R. Collver – Committee Chair, G. Anderson, D. Dean, E. Dixon, B. Doyle, S. Gibson, J. Richardson, C.A. Sloat, C. Speers, C. VanEvery-Albert, 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:** D. Werden  
**Administration:** Nil

**A - 1 Opening**

**(a) Roll Call**

The meeting was called to order by Committee Chair, R. Collver at 6:45 p.m.

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

**(c) In Camera Session**

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Board move into In Camera Session to discuss personnel, legal and property matters at 6:45 p.m.

**Carried**

**(d) Welcome to Open Session**

The Public Session meeting was called to order by Committee Chair, R. Collver at 7:16 p.m.

C. VanEvery-Albert shared the Thanksgiving Address handout with Trustees.

R. Collver commented to ensure all Trustees are in accordance with Bylaw 28, trustees re-read the Trustee Code of Ethics.



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

Presented as printed. J. Hsiao requested Secondary School Year Calendar – Semester 2 Exam Schedule be added as F-1-b.

Moved by: G. Anderson

Seconded by: J. Richardson

THAT the Agenda be approved, as amended.

**Carried**

(f) **In Camera Report**

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the Term appointment of the Teacher Consultant, Intermediate Student Success from January 14, 2019 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:

- Our first meeting of 2019 – Happy New Year and welcome back to everyone.
- January is Kindergarten registration month and the process is underway in all of our schools. French Immersion Kindergarten registration deadline is February 8<sup>th</sup>.
- Elementary PD Day – Monday, January 21<sup>st</sup> for the purpose of student assessment and reporting. Teachers will be working on their Term 1 Report Cards.
- January is also the last month of Semester 1 in our secondary schools and staff and students are preparing for final exams that begin on January 24<sup>th</sup>.
- Parents Reaching Out Grants (PRO) – as has been reported previously, the announcements of these grants were delayed due to the government line by line audit of all accounts. We usually hear about these in September. On December 21, Director Blancher received a memo from Assistant Deputy Minister Denise Dwyer to let us know that Grand Erie has been awarded \$30,599 for PRO grants for 2018-19 to support 31 School Council projects. These grants support parents in identifying barriers to parent engagement in their own community and to find local solutions to



## B-1-b Committee of the Whole Board Meeting

January 14, 2019  
Education Centre, Board Room

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involve more parents in support of student achievement and well-being. Director Blancher noted she is pleased with the number of projects being supported as this reflects an increase from 2017-18 where 24 projects received funding also reflects almost an additional \$8,000 in funding. Schools have been informed and provided with information and direction on using the grants.

- 2018-19 Grand Erie's Parent Involvement Committee (GEPIC) Grants Recipients – on January 11, 2019, GEPIC announced the recipients of its 2018-19 Parent Engagement grants. Each December, school councils apply for these grants to support parent engagement through parent-focused events or activities. Generally, they also support student achievement and align with Grand Erie's Multi-Year Plan, *Success for Every Student*. In total, \$5,350 in funding was distributed through 12 GEPIC grants, making an impact at 23 Grand Erie Schools.
- Summer Learning Program (SLP) – Director Blancher received a message from the Council of Directors of Education (CODE) today regarding SLP for 2019, the purpose is to provide an update on the funding decision for the SLP 2019. The most recent SLP was a 3-year agreement between CODE (which manages the program) and the Ministry of Education. The agreement has expired and the decision regarding funding for this summer and beyond will be made as part of the Grants for Student Needs (GSN) process this spring. This of course means that a decision regarding SLPs will not be made until March or April at the earliest. Superintendent De Vos and Director Blancher will have a conversation about whether we want to move forward with any planning with the hopes that we will receive funding.
- Indigenous Graduation Coach Pilot Project – Director Blancher wants to make Trustees aware of this pilot project that was communicated in an email from Assistant DM Denise Dwyer on January 10, 2019. We were surprised by this announcement as we were not expecting this – the Transfer Payment Agreement (TPA) refers to the project commencement date as September 4, 2018 but as noted, this is the first we have heard about this. Many of the TPAs are backdated due to the fact that they were put on hold after the provincial election and could not be released until after the government's line by line audit was completed. There are a number of complex factors involved including a lot of up front planning and organization – had we received the TPA in the spring we could have spent time prior to the end of June and the summer to ensure that all of this was in place. Only 17 school boards are part of this project and in Grand Erie we have been allocated just over \$145,000 for 2 positions that have been designated, by the Ministry, to support McKinnon Park and Hagersville Secondary Schools. Superintendent Martins and her team have had an initial look at the description of this project and they are currently faced with more questions than answers. Superintendent Martins is connecting with the Indigenous Education Office at the Ministry as we need these questions answered before we move forward. The agreement states that the Indigenous Graduation Coach is not a



## B-1-b Committee of the Whole Board Meeting

January 14, 2019  
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teacher and while we have been given a list of characteristics for the role, we have not been given what the qualifications might be. Director Blancher noted we wanted to bring awareness to this project but at this time we don't have a lot of details.

- Policy Program Memorandum 9 (PPM9): Reporting of Children in Need of Protection – On January 8, Assistant DM Denise Dwyer sent a memo regarding updates made to PPM9 that reflect changes stemming from *The Child, Youth and Family Services Act, 2017* (CYFSA) which came into force on April 30, 2018. The updated PPM summarizes the responsibilities of school boards with respect to the duty to report suspected abuses or neglect of children under the CYFSA. Effective January 1, 2018, Ontario increased the ages of protection to included children under 18, prior to this change, protection services were only available to children under 16. The duty to report suspected abuse or neglect does not apply to children 16 or 17 years old; however, a professional or member of the public who is concerned that a 16 or 17 years hold is or may be in need of protection may, but is not required to, make a report to a children's aid society (CAS) and the society is required to assess the report information. Under the leadership of Superintendent Thompson, we are currently in the process of updating the CAS Protocol with agencies. The revised protocol includes the updates outline in the revised *Child, Youth and Family Services Act* and PPM9. The revised PPM will be shared with school administrators and the work to date on the revised CAS Protocol will be referenced at the January 15, 2019 Director's meeting.
- Changes to the Smoke Free Ontario Act (SFOA) – Changes were scheduled to come into effect on July 1, 2018, however, these were paused following the election to give the new government the opportunity to carefully review the new regulations related to vaping. In late-fall, the new SFOA was enacted by the government and these changes include a significant one for schools and all school board sites. The new law bans smoking and vaping within 20 metres of school property. This means no smoking or vaping on any part of school property or adjacent grounds (i.e. sidewalks) unless it's 20 metres (or 65 feet) away from the school property. Those who break the law can be charged. It also means that we will have to work towards ensuring all of our schools and school board sites are smoke-free. Grand Erie staff are meeting with both the Brant and Haldimand-Norfolk Health Units. Together, they will develop an action planning moving forward. This plan will feature a working group that includes several school administrators as well as significant communications for our students, staff, parents/guardians and community users, need to be new signage, education materials and a process for dealing with those who violate the new law.



## B-1-b Committee of the Whole Board Meeting

January 14, 2019  
Education Centre, Board Room

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C. VanEvery-Albert commented with respect to CAS and the Protocol, she noted that CAS no longer operates on Six Nations and we need to include Six Nations Child Welfare – Ogwadeni:deo. B. Blancher asked L. Thompson to respond. L. Thompson responded that we have been in contact with Ogwadeni:deo and they will be part of the Child Protection Protocol going forward.

C. Speers asked what date does the smoking bylaw take effect? B. Blancher responded that it is already in effect.

C.A. Sloat requested that Trustees be kept up to date/informed on activities happening with respect to the Parents Reaching Out and GEPIC Grants.

C.A. Sloat commented that these changes to the SFOA will now have impacts on our neighbours that may require additional management by the school administrators.

S. Gibson asked about the work with the Health Unit and will that include education with respect to vaping. B. Blancher responded that our Manager of Communication has met with the Brant Health Unit and the Haldimand-Norfolk Health Unit and yes it will include message, education etc.

Moved by: G. Anderson

Seconded by: D. Dean

THAT the Grand Erie District School Board receive the Director's Report of January 14, 2019 as information.

**Carried**

### D - 1 New Business – Action/Decision Items

#### (a) Additional Appointment to the Special Education Advisory Committee

L. Thompson referred to the Additional Appointment to the Special Education Advisory Committee for the Grand Erie District School Board for the Term 2018-22 providing background, additional information and communication plan.

Moved by: E. Dixon

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the addition appointment of Tom Waldschmidt to the Special Education Advisory Committee, as recommended by the Special Education Advisory Committee, for the term December 2018 to November 2022.

**Carried**



D – 2 New Business – Information Items

(a) **Category III Trips**

B. Blancher referred to the Category III Trips report which included trips that were approved between July and December 2018 and previously approved trips that have not yet taken place.

J. Richardson asked if there is a bursary program to help students that can't afford to participate in these trips? B. Blancher responded there are not any bursary programs but there is a lot of fundraising that occurs and further noted that many of these trips are planned and approved two years out which allows for fundraising to occur.

Moved by: C.A. Sloat

Seconded by: C. Speers

THAT the Grand Erie District School Board receive the Category III Trips report as information.

**Carried**

(b) **Grand Erie Learning Alternatives (GELA) Annual Report**

D. Martins referred to the Grand Erie Learning Alternatives (GELA) Annual Report providing background and high level updates of Programs and Services offered by GELA which consisted of:

- Ministry of Education (MOE – for students under 21 years of age) that includes Day School, School Within a College (SWAC), Night School, Passion Courses, Dual Credit, Heritage Languages Elementary Program and After-School Help.
- Ministry of Education (MOE – for student under 21 years of age) – Summer School that includes eLearning, In-Class, Co-op and Literacy and Numeracy Program.
- Ministry of Education (MOE – for student over 21 years of age) that includes Mature Prior Learning Assessment and Recognition (MPLAR), Adult Day School, Adult Dual Credit, eLearning, Independent Study, Co-op, Personal Support Worker Certificate (PSW), Family Literacy Program.
- Other Ministry Offerings – Ministry of Children, Community & Social Services (MCCSS), Ministry of Immigration, Refugees and Citizenship Canada (IRCC), Ministry of Training, Colleges & Universities (MTCU) and CareerLink – Employment Ontario Service (EOS).

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



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E. Dixon asked why GELA is no longer in Simcoe. D. Martins responded that GELA is still in Simcoe at the Simcoe Town Centre.

D. Dean noted this was an excellent report and is very pleased with it. D. Dean referred to page 3, summer school enrolment and credit increase in the area of eLearning, and asked do you see the increase going further? D. Martins responded eLearning is not our mainstay but given the rural nature of the Board, she does see it increasing. D. Dean further asked if it is easier to take an eLearning course? D. Martins responded that she would not consider eLearning easier and the students that usually take eLearning and are those who are independent learners who will be successful despite our educational support. D. Dean asked about the Passion Courses and are those regular offering programs? D. Martins responded these are very unique and special opportunities that support programs that otherwise cannot be offered during the regular school schedule.

S. Gibson asked if we are looking at expanding the PSW program? D. Martins responded that getting a teacher with qualification is a huge factor/challenge for us.

C.A. Sloat asked about the summer literacy program and noted the numbers are not strong, do we have any plans to target that program? D. Martins responded we tried to offer in Norfolk but the uptake was not there.

G. Anderson noted that this is a really well-written report and asked if the Catholic Board will ever do a summer school program. D. Martins responded that every year our team meets with our coterminous board and we don't believe it is going to be a competitive challenge for us with respect to student enrolment.

G. Anderson stated that GELA used to make us money and asked R. Wyszynski if that is still the case? R. Wyszynski responded that an analysis has not been completed but would suspect there is a loss. D. Martins further added that the GELA team is working with Business Services to ensure fiscal accountability for all program areas.

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Grand Erie Learning Alternatives (GELA) Report as information.

**Carried**





(c) **Enrolment vs Capacity by School Report**

R. Wyszynski referred to the laydown Enrolment vs. Capacity by School Report providing background, and high-level overview of both elementary and secondary enrolment, school capacity and utilization data as at October 31, 2018 compared to data from October 31, 2017.

G. Anderson commented that as stated there is a moratorium regarding pupil accommodation reviews but noted looking at the capacity numbers for both Graham Bell-Victoria Ps and Grandview PS, which are very close in proximity and not in an area with potential growth, that the Quality Accommodation Committee may want to consider closing one of those schools once the moratorium is lifted.

S. Gibson asked other than Child Care what are examples of other community partners in our schools. R. Wyszynski responded that we currently lease out space to a driving school academy at Dunnville Secondary School.

C.A. Sloat noted that some of the secondary schools still have portables when they have 75% capacity, i.e. North Park, and understand that some are used for storage etc. but asked why do we still have them? R. Wyszynski responded for example at North Park that the inconvenience to remove the portables from the school may not be worth the trouble as many would crumble if there was an attempt to move them.

J. Richardson asked for clarification, how many community partners are at Dunnville Secondary School? R. Wyszynski responded there are two and noted the other community partner is in the gym which is not a classroom space and is not part of the OTG.

G. Anderson asked for us to get a new secondary school in West Brant, do we need to close a school in Brantford. R. Wyszynski responded yes, we would need to close a Brantford school. G. Anderson further asked would we also need to close Haldimand/Norfolk Secondary Schools. R. Wyszynski responded that may be a possibility but we would need to determine this through a business case scenario.

Moved by: D. Dean

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board receive the report Enrolment vs. Capacity by School report as information.

**Carried**





(d) **Funding Announcement Impact**

R. Wyszynski referred to the Impact of Ministry of Education Changes to 2018-19 Funding report providing background and high-level overview on the following:

1. Significant Impact on 2018-19 Fiscal Year Budget
  - Innovation in Learning Fund (9024)
  - Re-Engagement 12 and 12+ (9014-A)
2. Unknown Financial Impact on 2019-19 Fiscal Year Budget
  - Experiential Learning (9014-A)
  - Well-Being: Safe, Accepting and Healthy Schools and Mental Health – Theme Bundle (9018 and 9006)
  - Ontario Focused Intervention Partnership (OFIP) (9014)
3. No Financial Impact on 2018-19 Fiscal Year Budget
  - Renewed Math Strategy (RMS) (9014-E)
  - Lead Board for London Regional Field Office
  - Teaching Learning and Leadership Program
  - Physical Activity for Secondary Schools (PASS) Grants
  - Student Success Leaders Supporting Racialized Students
  - Support for Daily Physical Activity in Elementary Schools
  - Indigenous Student Learning and Leadership
  - Support Pilots on Ensuring Equitable Access to Postsecondary Education, 2018-19
  - Speak-Up Grants
  - Gap Closing in Literacy Grades 7-12
  - Indigenous Focus Collaborative Inquiry

Superintendent Wyszynski also reported that since the writing of this report, Transfer Payment Agreements have started to arrive and due to this, he will bring an update to the January 28<sup>th</sup> Board Meeting to keep Trustees informed.

Moved by: B. Doyle

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Impact of Ministry of Education Changes to 2018-19 Funding report as information.

**Carried**



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

(a) **F6 Purchasing**

R. Wyszynski noted that Policy F6 Purchasing has been identified for review and will be going out for comment. R. Wyszynski further noted that Policy F6 has been amended to include the companion procedure F107.

C.A. Sloat noted that it refers to the PCard manual and asked if the manual will be going out to comment? R. Wyszynski responded that the PCard Manual, which is strictly operational, will not be going for comment but that we can remove all reference to the PCard Manual from the policy.

C. VanEvery-Albert asked about single sourcing and requested if cultural items can be added to the policy. R. Wyszynski responded that he will speak with the Purchasing group regarding a cultural single source exception.

Moved by: G. Anderson

Seconded by: C. VanEvery-Albert

THAT the Grand Erie District School Board forward Policy F6 – Purchasing to all appropriate stakeholders for comments to be received by February 28, 2019.

**Carried**

(b) **FT1 Major Construction Projects**

R. Wyszynski noted that Policy FT1 Major Construction Project has been taken out of cycle to improve the operationalization of the policy. R. Wyszynski reviewed the suggestions revisions and note it will be going out for comment.

Moved by: E. Dixon

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board forward Policy FT1 – Major Construction Projects to all appropriate stakeholders for comments to be received by February 28, 2019.

**Carried**

(c) **Bylaw 28 – Trustee Code of Ethics**

B. Blancher noted that Bylaw 28 – Trustee Code of Ethics was received in February 2017 but we are required as per *Ontario Regulation 246/18 – Members of School Board – Code of*



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*Conduct* to review after each general election. B. Blancher noted this was sent out to Trustees for comments and reviewed the suggested revisions.

C.A. Sloat commented that the new regulation states that the new process for handling conflict of interest needs to be in place in school boards by March 1, 2019; OPSBA is creating a template for Boards to use. Since conflict of interest is referenced in Bylaw 28, Trustee Sloat recommends this Bylaw be referred to February until we receive further information. B. Blancher responded that if that is the will of the board, then we can refer to February 11, 2019 Committee of the Whole Board meeting.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board refer Bylaw 28 – Trustee of Code of Conduct to the February 11, 2019 Committee of the Whole Board Meeting.

**Carried**

### E – 2 Procedure Consideration – Information Items

#### (a) P104 Supervised Alternative Learning (SAL)

D. Martins noted that Procedure P104 – Supervised Alternative Learning (SAL) and Other Excusals from Attendance at Schools has been identified for review and will be going out for comment.

D. Martins referenced to one minor edit on page 3, 13 b and page 6 manual - remove (see appendix H).

Moved by: B. Doyle

Seconded by: J. Richardson

THAT the Grand Erie District School Board forward Procedure P104 – Supervised Alternative Learning and Other Excusals from Attendance at School to all appropriate stakeholders for comments to be received by February 28, 2019, as amended.

**Carried**

#### (b) SO103 Safe Arrivals

W. Baker noted that Procedure SO103 – Safe Arrivals has been identified for review and will be going out for comment.



Moved by: D. Dean

Seconded by: S. Gibson

THAT the Grand Erie District School Board forward Procedure SO103 – Safe Arrivals to all appropriate stakeholders for comments to be received by February 28, 2019.

**Carried**

(c) **SO106 Field Trips/Team Travel Booking**

B. Blancher noted the Procedure SO106 – Field Trips/Team Travel Booking has been identified for review and will be going out for comment.

Moved by: G. Anderson

Seconded by: C. Speers

THAT the Grand Erie District School Board forward Procedure SO106 – Field Trips/Team Travel Booking to all appropriate stakeholders for comments to be received by February 28, 2019.

**Carried**

(d) **SO102 Request for School Assistance in Health Care**

L. Thompson referred to the laydown Procedure SO102 Request for School Assistance in Health Care is not scheduled for board review until October 2020, however it requires updates due to the information released in Policy and Program Memorandum 161 – Supporting Children and Students with Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, and/or Epilepsy) in Schools that came into effect September 2018 and the Cannabis Control Act, 2017. L. Thompson noted Procedure SO102 has been renamed “Administration of Prescribed Medications, Including Medicinal Cannabis, in Schools.

C.A. Sloat stated she is worried that we are treating a student differently with medicinal cannabis. L. Thompson responded the PPM 161 states that parents can authorize schools to administer prescribed medication to their children, so the requirement of a medical practitioner’s signature has been removed from the procedure except for medicinal cannabis. Given the relative newness of the use of medicinal cannabis in schools, having certified medical practitioners, producers, license holders and retailers ensures the legitimacy of the request when it is made at the school.

C. Speers asked about storage of medicinal cannabis at school. L. Thompson responded it will be managed by the Principal like any other medicine.



Moved by: C. Speers

Seconded by: G. Anderson

THAT Bylaw 9 – Processes for Development of Bylaws, Policies, Procedures and Protocols be waived with respect to circulating SO102 – Administration of Prescribed Medications, Including Medicinal Cannabis, in Schools to all appropriate stakeholders for comments.

**Carried**

Moved by: C. VanEvery-Albert

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive SO102 – Administration of Prescribed Medications, Including Medicinal Cannabis, in Schools as information, as amended.

**Carried**

**F - 1 Other Business**

**(a) OPSBA Report**

C.A. Sloat referred to the OPSBA Report for the December 2018 meeting.

Moved by: G. Anderson

Seconded by: C. VanEvery-Albert

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

**Carried**

**(b) Revised Secondary Exam Schedule**

J. Hsiao shared with Trustees student feedback regarding the revised Secondary School Year Calendar that was presented and approved at the December 10, 2018 Inaugural Board Meeting. J. Hsiao provided proposed options.

B. Blancher thanked J. Hsiao for bringing the voice of students to table. B. Blancher noted on December 10 the revised calendar was approved but the decision regarding the exam schedule will be discussed with secondary administrators and shared solutions will be determined.

C.A. Sloat asked was it always the plan to double up exams? B. Blancher responded that was the plan.

C.A. Sloat requested an updated be given to Trustees after the Secondary team meeting.



**B-1-b**  
**Committee of the Whole Board Meeting**

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G - 1 Correspondence  
Nil

H - 1 Adjournment

Moved by: D. Dean

Seconded by: C.A. Sloat

THAT the meeting be adjourned at 9:00 p.m.

**Carried**

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Committee of the Whole Board Chair, R. Collver



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## MINUTES

**Present:** Board Chair G. Anderson, Board Vice-Chair D. Dean, R. Collver, E. Dixon, B. Doyle, S. Gibson, J. Richardson, C.A. Sloat, C. Speers, C. VanEvery-Albert, 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:** D. Werden  
**Administration:** Nil

**A – 1 Opening**

**(a) Roll Call**

The meeting was called to order by Board Chair, G. Anderson at 9:01 p.m.

**B - 1 Committee Report**

Moved by: R. Collver

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the Committee of the Whole Board Report, dated January 14, 2019 as follows

**1. In Camera Report**

THAT the Grand Erie District School Board approve the Term appointment of the Teacher Consultant, Intermediate Student Success from January 14, 2019 to June 30, 2021 (with the possibility of extension) pending Board budget approval.

**Carried**

**C – 1 Adjournment**

Moved by: C.A. Sloat

Seconded by: C. Speers

THAT the meeting be adjourned at 9:02 p.m.

**Carried**

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Board Chair, G. Anderson







## GRAND ERIE DISTRICT SCHOOL BOARD

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TO: Brenda Blancher, Director of Education & Secretary  
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer  
RE: **Update of Ministry of Education Changes to 2018-19 Funding**  
DATE: January 28, 2019

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**Recommended Action:** Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
THAT the Grand Erie District School Board receive the Update of Ministry of Education Changes to 2018-19 Funding report as information.

### Background

On December 14, 2018, Directors of Education received information in an email from the Ministry of Education regarding changes to 2018-19 funding, more specifically, updates to Education Program – Other (EPO) funding. The email referenced that Ontario needs to modernize the way education is funded and make sure that tax dollars are having the greatest impact in the classroom. The Ministry provided boards with email attachments that documented the changes forthcoming on EPOs.

At the January 14, 2019 Committee of the Whole, the Board received a consolidated summary report of this announcement, segregating the EPOs by degree of impact to the Board. Based on information presented at that time, a financial impact to the Board of approximately \$211,000 was reported – of which \$108,000 was negated by reduced spending.

### Additional Information

Earlier this month, the Senior Administration team received new transfer payment agreements (TPAs) which either updated or confirmed funding. The summary of those agreements were segregated into three Ministry divisions:

- Indigenous Education and Well-Being
- Student Achievement
- Special Education

A summary by each Ministry division, a description and new funding amount of each EPO, the amount reported in the budget and the variance by EPO is summarized in the table below:

<b>Project Plan: Indigenous Education and Well-Being Division</b>	<b>Current</b>	<b>Original</b>	<b>Variance</b>
B1: Parents Reaching Out Grants - School Councils	\$ 30,599	\$ -	\$ 30,599
B3: Community Use of Schools - Outreach Coordinators	\$ 59,500	\$ 95,200	-\$ 35,700
B4: Community Use of Schools - Priority Schools	\$ 63,750	\$ 63,750	\$ -
B5: Legalization of Recreational Cannabis	\$ 26,600	\$ 34,550	-\$ 7,950
B6: Well-Being: Safe, Accepting and Healthy Schools and Mental Health	\$ 79,066	\$ 155,225	-\$ 76,159
B7: Speak Up Projects	\$ 5,000	\$ -	\$ 5,000
B8: Indigenous Graduation Coach Pilot Project	\$ 145,385	\$ -	\$ 145,385
<b>Total Project Plan</b>	<b>\$ 409,900</b>	<b>\$ 348,725</b>	<b>\$ 61,175</b>
<b>Project Plan: Student Achievement Division</b>			
	<b>Current</b>	<b>Original</b>	<b>Variance</b>
B1: Board Leadership Development Strategy (2018-2019)	\$ 38,691	\$ -	\$ 38,691
C1: Enhancements to Experiential Learning	\$ 141,469	\$ 151,462	-\$ 9,993
C2: Gap Closing in Literacy Grades 7-12	\$ 20,804	\$ -	\$ 20,804
C3: Indigenous Support and Engagement Initiative (ISEI)	\$ 100,000	\$ 100,000	\$ -
C4: Ontario Focused Intervention Partnership (OFIP)	\$ 24,380	\$ -	\$ 24,380
<b>Total Project Plan</b>	<b>\$ 325,344</b>	<b>\$ 251,462</b>	<b>\$ 73,882</b>
<b>Project Plan: Special Education Master</b>			
	<b>Current</b>	<b>Original</b>	<b>Variance</b>
B1: Mental Health Workers in Secondary Schools	\$ 344,050	\$ 344,050	\$ -
B2: Special Education Professional Assessments	\$ 191,553	\$ -	\$ 191,553
<b>Total Project Plan</b>	<b>\$ 535,603</b>	<b>\$ 344,050</b>	<b>\$ 191,553</b>
<b>Grand Erie District School Board - Grand Total</b>	<b>\$ 1,270,847</b>	<b>\$ 944,237</b>	<b>\$ 326,610</b>

### 1. Project Plan: Indigenous Education and Well-Being Division

- **B1: Parents Reaching Out Grants - School Councils** – This funding has been communicated to schools.
- **B3: Community Use of Schools - Outreach Coordinators** – This results in a reduction in funding of \$35,700. Senior Administration, in collaboration with Facilities, are reviewing budgets to negate the pressure of this reduction. This EPO directly supports a position within the Board.
- **B5: Legalization of Recreational Cannabis** – The reduction in funding of \$7,950 will not affect the deployment of the initiative.
- **B6: Well-Being: Safe, Accepting and Healthy Schools and Mental Health** – Although the reduction in funding of \$76,159 negatively affects these two portfolios, expenditures will be curtailed to ensure the funding is not overspent.
- **B7: Speak Up Projects:** This EPO's funding is exclusively based on successful internal applications by Grand Erie District School Board schools.
- **B8: Indigenous Graduation Coach Pilot Project** – This is new funding for the Board and Senior Administration is working on a strategy to best utilize these funds.

## 2. Project Plan: Student Achievement Division

- **B1: Board Leadership Development Strategy (2018-2019)** – This funding, which originally was assumed to have been eliminated, has now resulted in new funding for the Board. Senior Administration and OPC is working on a strategy to best utilize these funds.
- **C1: Enhancements to Experiential Learning** – This funding, which has decreased approximately \$10,000, will still be able to support the salary and benefits of an Experiential Learning Teacher; however, Senior Administration will reduce expenditures in non-salary lines to ensure the funds are not overspent.
- **C2: Gap Closing in Literacy Grades 7-12** – This is repeated funding for the Board and Senior Administration is working on a strategy to best utilize these funds for 2018-19.
- **C4: Ontario Focused Intervention Partnership (OFIP)**– This is repeated funding for the Board and Senior Administration is working on a strategy to best utilize these funds for 2018-19.

## 3. Project Plan: Special Education

- **B2: Special Education Professional Assessments)** – This is new funding for the Board and Senior Administration is working on a strategy to best utilize these funds.

## 4. Other Impacts

- **Re-Engagement 12 and 12+ (9014-A)** - The Province will not be entering into a new TPA for this initiative. This funding, estimated at \$103,626, was included in the Grand Erie EPO allocations for 2018-19. This resulted in a cost pressure to the Board, however Senior Administration has completed a thorough review of the expenditures in the Student Achievement envelope of the Learning Opportunities grant and has determined that these costs could be absorbed within the Student Achievement envelope, thus negating the cost pressure.

As a reminder, the government continues to reiterate that they have not made any decisions regarding the 2019-20 fiscal year.

### Next Steps

Senior Administration will continue to provide updates to Trustees through the monthly financial forecasts as more information becomes available.

Respectfully submitted,

Rafal Wyszynski  
Superintendent of Business and Treasurer





## GRAND ERIE DISTRICT SCHOOL BOARD

TO: Trustees of the Grand District School Board  
 FROM: Rita Collver, Chair, Committee of the Whole Board  
 RE: **Committee of the Whole Board Report**  
 DATE: January 28, 2019

**Recommended Action:** Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
 THAT the Grand Erie District School Board approve the Committee of the Whole Board report dated January 14, 2019 as follows:

1. **Director's Report**

THAT the Grand Erie District School Board receive the Director's Report of January 14, 2019 as information.

2. **Additional Appointment to the Special Education Advisory Committee**

THAT the Grand Erie District School Board approve the additional appointment of Tom Waldschmidt to the Special Education Advisory Committee, as recommended by the Special Education Advisory Committee, for the term December 2018 to November 2022.

3. **Category III Trips**

THAT the Grand Erie District School Board receive the Category III Trips report as information.

4. **Grand Erie Learning Alternatives (GELA) Annual Report**

THAT the Grand Erie District School Board receive the Grand Erie Learning Alternatives (GELA) Report as information.

5. **Enrolment vs Capacity by School Report**

THAT the Grand Erie District School Board receive the report Enrolment vs. Capacity by School report as information.

6. **Funding Announcement Impact**

THAT the Grand Erie District School Board receive the Impact of Ministry of Education Changes to 2018-19 Funding report as information.

7. **F6 Purchasing**

THAT the Grand Erie District School Board forward Policy F6 – Purchasing to all appropriate stakeholders for comments to be received by February 28, 2019.

8. **FT1 Major Construction Projects**

THAT the Grand Erie District School Board forward Policy FT1 – Major Construction Projects to all appropriate stakeholders for comments to be received by February 28, 2019.

9. **Bylaw 28 – Trustee Code of Ethics**

THAT the Grand Erie District School Board refer Bylaw 28 – Trustee of Code of Conduct to the February 11, 2019 Committee of the Whole Board Meeting.

10. **P104 Supervised Alternative Learning (SAL) and Other Excusals from Attendance at Schools**

THAT the Grand Erie District School Board forward Procedure P104 – Supervised Alternative Learning and Other Excusals from Attendance at School to all appropriate stakeholders for comments to be received by February 28, 2019, as amended.

11. **SO103 Safe Arrivals**

THAT the Grand Erie District School Board forward Procedure SO103 – Safe Arrivals to all appropriate stakeholders for comments to be received by February 28, 2019.

12. **SO106 Field Trips/Team Travel Booking**

THAT the Grand Erie District School Board forward Procedure SO106 – Field Trips/Team Travel Booking to all appropriate stakeholders for comments to be received by February 28, 2019.

13. **SO102 Request for School Assistant in Health Care**

THAT Bylaw 9 – Processes for Development of Bylaws, Policies, Procedures and Protocols be waived with respect to circulating SO102 – Administration of Prescribed Medications, Including Medicinal Cannabis, in Schools to all appropriate stakeholders for comments.

THAT the Grand Erie District School Board receive SO102 – Administration of Prescribed Medications, Including Medicinal Cannabis, in Schools as information, as amended.

14. **OPSBA Report**

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

Respectfully submitted,

Rita Collver, Chair  
Committee of the Whole Board



# 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: January 28, 2019

**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 status update for the 2018-19 Major Construction Projects.

### Mapleview Elementary School

#### **Project 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 (Fairview) will be demolished following occupancy of the new elementary school.

**Space:** New Construction

**Gross Square Feet:** 44,740

**Total Project Budget:** \$10,619,020

**Funding Source:** Capital Priorities Grant

**Total Project Cost to Date:** \$9,894,509

**Total Project Forecast Cost:** \$ 11,120,000

**Architect:** Salter Pilon

**General Contractor:** JR Certus

#### **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
November 12, 2018	New school occupied by staff and students	Completed
Oct 2017 to Jan 2019	Complete project construction work and demolition of Fairview school	In Progress
February 2019	Substantial Performance	Outstanding
May 2019	Official Ceremony	Outstanding
January 2020	11 Month Warranty Report	Outstanding

**Status:**

The following pictures show project progress completed from November 2018 through January 15, 2019:



January 15, 2019 – Fairview Demolition



January 15, 2019 - Main Entrance





January 15, 2019 – Gymnasium



January 15, 2019 – Rear and Side View

**Summary:**

Students and staff successfully occupied the new school on Monday November 12, 2018. Outstanding minor construction work and deficiency repairs will be completed during the next few months and site work (grading, sodding and playground asphalt) is scheduled for the Spring of 2019.

### New Elevator Addition at Major Ballachey Elementary School

**Project Scope:**

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

**Space:** New Construction

**Gross Square Feet:** 450

**Total Project Budget:** \$545,140

**Funding Source:** Community Hub Capital Grant

**Total Project Cost to Date:** \$621,102

**Total Project Forecast Cost:** \$ 765,000

**Architect:** Thier & Curran Architects

**General Contractor:** Abcott Construction

**Timeline**

Dates	Description	Status
October 2017	Complete all drawings and tender documents.	<b>Complete</b>
October 2017	Issue Tender	<b>Complete</b>
November 2017	Close tender and seek Board approval to award contract amount of \$545,140.	<b>Complete</b>
January 15, 2018	Tender approved by the Board	<b>Complete</b>
Feb 2018 to January 2019	Complete project construction work.	<b>Complete</b>
January 11, 2019	Substantial Performance	<b>Complete</b>
Dec 11, 2019	11 Month Warranty Report	<b>Outstanding</b>
TBD	Official Ceremony	<b>Outstanding</b>

**Status:**

This project has experienced significant delays due to excess water and delays with weather, masonry, coordination of trades and inspections. However, the elevator is now operational and in use at the school. The additional project cost will be absorbed by the available funding in the 2018-19 Community Hub Grant.

### Child Care Renovation at Hagersville Secondary School

**Project Scope:**

The scope of the project is to renovate classroom space on the first floor at Hagersville Secondary School into a Child Care Program that will service 10 infants, 15 toddlers and 24 preschoolers. The anticipated opening date is subject to the timing of receiving Ministry approvals.

**Space:** Interior Renovation

**Gross Square Feet:** 3,500

**Total Project Budget:** \$786,505

**Funding Source:** Child Care Capital Priorities Grant

**Total Project Cost to Date:** \$50,975

**Total Project Forecast Cost:** TBD

**Architect:** Grguric Architects

**General Contractor:** Not yet awarded

**Timeline**

Dates	Description	Status
Oct 2017 to April 2018	Complete all drawings and layout specifications.	Complete
May 2018	Child Care Branch approves floor plan	Complete
September 2018	Issue Tender	Complete
October 2018	Close tender and seek Board approval to award contract work.	Complete
TBD	Expected Ministry approval to proceed	In progress
TBD	Complete project construction work.	Outstanding
TBD	Substantial Performance	Outstanding
TBD	11 Month Warranty Report	Outstanding
TBD	Official Ceremony	Outstanding

**Status:**

The Board is currently awaiting Ministry approval to proceed.

**Child Care Addition at Central Public School****Project Scope:**

The general scope of the project is to create an addition onto Central Public School that will create a Child Care Program that will service 10 infants, 15 toddlers, 24 preschoolers and space to provide support for a family age group. The anticipated opening date is subject to the timing of receiving Ministry approvals.

**Space:** New Construction

**Gross Square Feet:** 5,500

**Total Project Budget:** \$2,057,016

**Funding Source:** Early Years Capital Funding Grant

**Total Project Cost to Date:** \$66,354

**Total Project Forecast Cost:** TBD

**Architect:** Grguric Architects

**General Contractor:** TBD

**Timeline:**

Dates	Description	Status
Jan 2018 to May 2018	Complete all drawings and layout specifications.	Complete
June 2018	Child Care Branch approves floor plan	Complete
October 2018	Floor plan re-submittal	Complete
November 2018	Child Care Branch approves revised floor plan	Complete
November 2018	Complete tender documents Application for Ministry approval to proceed to tender	In progress
TBD	Board to approve final scope and release of tender documents	Outstanding
TBD	Issue tender	Outstanding
TBD	Close tender and seek Board approval to award contract work.	Outstanding
TBD	Complete project construction work.	Outstanding
TBD	Substantial Performance	Outstanding

TBD	11 Month Warranty Report	Outstanding
TBD	Official Ceremony	Outstanding

**Status:**

The Board is currently awaiting Ministry approval to proceed to tender.

Respectfully submitted,

Rafal Wyszynski  
Superintendent of Business & Treasurer



## GRAND ERIE DISTRICT SCHOOL BOARD

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TO: Brenda Blancher, Director of Education and Secretary  
FROM: Rafal Wyszynski, Superintendent of Business and Treasurer  
RE: **Quarterly Budget Report**  
DATE: January 28, 2019

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**Recommended Action:** Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
THAT the Grand Erie District School Board receive the Quarterly Budget Report for the three months ended November 30, 2018 as information.

### Background

Consistent with Board Policy F2, the Quarterly Budget Report for the three months ended November 30, 2018 is attached.

### Additional Information:

Similar to the 2018-19 Revised Budget Estimates report shared with Trustees at the December 10, 2018 Committee of the Whole, the update for the first quarter represents information that reflects the first 3 months of the school year. The attached report illustrates those changes on the financial dashboard with revenue and expenditure details on the subsequent pages.

### Grand Erie Multi-Year Plan:

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

Respectfully submitted,

Rafal Wyszynski  
Superintendent of Business and Treasurer

**Grand Erie District School Board  
2018-19 Revised Estimates Report  
For the period ended August 31, 2019**

**Summary Comparison of Revised Budget versus Estimates Budget**

(\$Thousands)	Estimates (Budget)	Revised Estimates	Variance from Est	
			\$	%
<b>Revenue</b>				
Provincial Grants (GSN)	292,206	293,097	890	0.3%
Grants for Capital Purposes	6,560	6,738	178	2.6%
Other Non-GSN Grants	4,076	5,283	1,207	22.9%
Other Non-Grant Revenues	8,873	8,544	(329)	-3.8%
Amortization of DCC	16,694	17,003	309	1.8%
<b>Total Revenue</b>	<b>328,409</b>	<b>330,665</b>	<b>2,256</b>	<b>0.7%</b>
<b>Expenditures</b>				
Classroom Instruction	229,353	230,022	669	0.3%
Non-Classroom	27,082	27,727	645	2.3%
Administration	7,543	7,583	39	0.5%
Transportation	12,811	12,811	-	0.0%
Pupil Accommodation	47,784	48,415	631	1.3%
Contingency & Non-Operating	2,136	2,507	371	14.8%
<b>Total Expenditures</b>	<b>326,709</b>	<b>329,065</b>	<b>2,356</b>	<b>0.7%</b>
<b>In-Year Surplus (Deficit)</b>	<b>1,700</b>	<b>1,600</b>	<b>(100)</b>	<b>-</b>
Prior Year Accumulated Surplus for compliance	1,917	1,917	-	0.0%
<b>Accumulated Surplus (Deficit) for compliance</b>	<b>3,617</b>	<b>3,516</b>	<b>(100)</b>	<b>-2.8%</b>

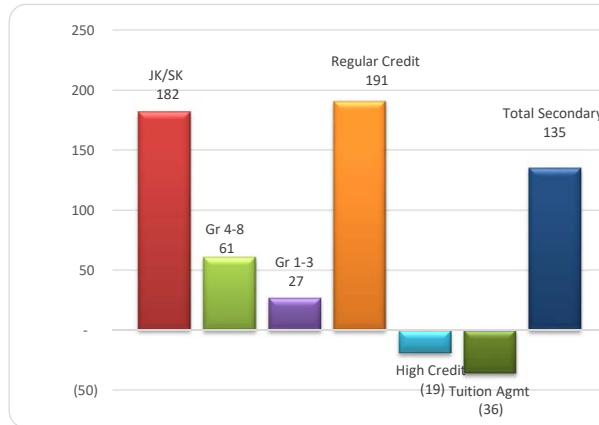
**Summary of Enrolment**

ADE	Estimates (Budget)	Revised Estimates	Variance from Est	
			\$	%
<b>Elementary</b>				
JK/SK	3,237	3,419	182	5.6%
Gr 1-3	5,367	5,394	27	0.5%
Gr 4-8	9,149	9,210	61	0.7%
<b>Total Elementary</b>	<b>17,753</b>	<b>18,023</b>	<b>270</b>	<b>1.5%</b>
<b>Secondary &lt;21</b>				
Regular Credit	7,363	7,553	191	2.6%
High Credit	50	31	(19)	-38.0%
Tuition Agmt & Visa	540	504	(36)	-6.7%
<b>Total Secondary</b>	<b>7,953</b>	<b>8,088</b>	<b>135</b>	<b>1.7%</b>
<b>Total Board</b>	<b>25,706</b>	<b>26,111</b>	<b>405</b>	<b>1.6%</b>

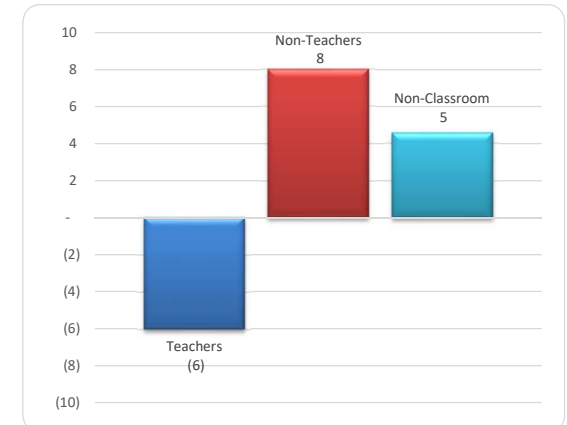
**Summary of Staffing**

FTE	Estimates (Budget)	Revised Estimates	Variance from Est	
			\$	%
<b>Classroom</b>				
Teachers	1,683	1,677	(6)	-0.4%
Non-Teachers	455	463	8	1.8%
<b>Total Classroom</b>	<b>2,138</b>	<b>2,140</b>	<b>2</b>	<b>0.1%</b>
<b>Non-Classroom</b>	<b>677</b>	<b>682</b>	<b>5</b>	<b>0.7%</b>
<b>Total</b>	<b>2,815</b>	<b>2,822</b>	<b>7</b>	<b>0.2%</b>

**Changes in Enrolment: Budget v. Forecast**



**Changes in Staffing: Budget v. Forecast**



**Grand Erie District School Board**  
**2018-19 Revised Estimates Report**  
**Revenues**  
**For the period ended August 31, 2019**

<b>Budget Assessment</b>					
Estimates	Revised Estimates	Change		Material Variance Note	
		\$ Increase (Decrease)	% Increase (Decrease)		
<b>Grant Revenues</b>					
Pupil Foundation	140,764	143,396	2,632	1.9%	a.
School Foundation	20,022	20,074	51	0.3%	
Special Education	37,064	37,765	702	1.9%	b.
Language Allocation	4,056	4,056	-	0.0%	
Rural and Northern Education Funding	585	585	-	0.0%	
Learning Opportunities	7,192	7,205	13	0.2%	
Continuing and Adult Education	1,341	1,081	(260)	(19.4%)	c.
Teacher Q&E	28,047	26,186	(1,861)	(6.6%)	d.
ECE Q&E	1,945	2,043	97	5.0%	
New Teacher Induction Program	175	149	(26)	(14.9%)	
Restraint Savings	(80)	(80)	-	0.0%	
Transportation	13,663	13,702	39	0.3%	
Administration and Governance	8,679	8,731	51	0.6%	
School Operations	25,936	26,378	442	1.7%	a.
Community Use of Schools	375	375	-	0.0%	
Declining Enrolment	1,072	44	(1,028)	(95.9%)	e.
Indigenous Education	616	647	31	5.0%	
Safe Schools Supplement	491	500	9	1.8%	
Permanent Financing - NPF	262	262	-	0.0%	
<b>Total Operating Grants</b>	<b>292,206</b>	<b>293,097</b>	<b>890</b>	<b>0.3%</b>	
<b>Grants for Capital Purposes</b>					
School Renewal	3,151	3,154	3	0.1%	
Temporary Accommodation	330	330	-	0.0%	
Short-term Interest	200	200	-	0.0%	
Debt Funding for Capital	3,404	3,404	-	0.0%	
Minor Tangible Capital Assets (mTCA)	(525)	(350)	175	(33.3%)	f.
<b>Total Capital Purposes Grants</b>	<b>6,560</b>	<b>6,738</b>	<b>178</b>	<b>2.7%</b>	
<b>Other Non-GSN Grants</b>					
Education Programming - Other (EPO)	2,272	3,476	1,204	53.0%	g.
Other Federal & Provincial Grants	1,804	1,807	3	0.2%	
<b>Total Non-GSN Grants</b>	<b>4,076</b>	<b>5,283</b>	<b>1,207</b>	<b>29.6%</b>	
<b>Other Non-Grant Revenues</b>					
Education Service Agreements	7,504	7,132	(372)	(5.0%)	h.
Other Fees	128	128	-	0.0%	
Other Boards	210	210	-	0.0%	
Community Use & Rentals	564	564	-	0.0%	
Miscellaneous Revenues	467	510	43	9.3%	
<b>Non Grant Revenue</b>	<b>8,873</b>	<b>8,544</b>	<b>(329)</b>	<b>(3.7%)</b>	
<b>Deferred Revenues</b>					
Amortization of DCC	16,694	17,003	309	1.9%	
<b>Total Deferred Revenue</b>	<b>16,694</b>	<b>17,003</b>	<b>309</b>	<b>1.9%</b>	
<b>TOTAL REVENUES</b>	<b>328,409</b>	<b>330,665</b>	<b>2,256</b>	<b>0.7%</b>	

**Explanations of Material Grant Variances**

- a. Increase due to enrolment
- b. Increase due to enrolment and favourable Ministry enhancements to Special Education funding
- c. Decrease due to lower enrolment projections based on historical trending
- d. Decrease due to changes to the reported qualifications of teachers
- e. Decrease due to gradual phase-out of grant reflecting increased enrolment
- f. Decrease due to timing of expected minor capital asset purchases
- g. Increase due to announcement of additional grants
- h. Decrease due to lower than anticipated Education Service Agreement students

**Notes:**

1. Estimates is the 2018-2019 Estimates Budget as approved by the Board in June 2018

**Grand Erie District School Board**  
**2018-19 Revised Estimates Report**  
**Expenses**  
**For the period ended August 31, 2019**

<b>Budget Assessment</b>					
	Estimates	Revised Estimates	Change		Material Variance Note
			\$ Increase (Decrease)	% Increase (Decrease)	
<b>Classroom Instruction</b>					
Teachers	171,059	170,520	(538)	(0.3%)	a.
Supply Teachers	6,495	6,456	(39)	(0.6%)	
Educational Assistants	17,441	17,758	317	1.8%	b.
Early Childhood Educators	6,442	6,687	245	3.8%	c.
Classroom Computers	4,399	4,450	51	1.1%	
Textbooks and Supplies	7,020	7,476	456	6.5%	d.
Professionals and Paraprofessionals	9,713	9,847	134	1.4%	
Library and Guidance	5,577	5,574	(2)	(0.0%)	
Staff Development	731	978	247	33.9%	d.
Department Heads	476	275	(201)	(42.3%)	e.
<b>Total Instruction</b>	<b>229,353</b>	<b>230,022</b>	<b>669</b>	<b>0.3%</b>	
<b>Non-Classroom</b>					
Principal and Vice-Principals	13,810	13,983	173	1.2%	f.
School Office	7,560	7,688	129	1.7%	
Co-ordinators and Consultants	3,966	4,306	339	8.6%	d.
Continuing Education	1,745	1,750	5	0.3%	
<b>Total Non-Classroom</b>	<b>27,082</b>	<b>27,727</b>	<b>645</b>	<b>2.4%</b>	
<b>Administration</b>					
Trustees	289	290	2	0.6%	
Director/Supervisory Officers	1,258	1,237	(21)	(1.7%)	
Board Administration	5,996	6,055	59	1.0%	
<b>Total Administration</b>	<b>7,543</b>	<b>7,583</b>	<b>39</b>	<b>0.5%</b>	
<b>Transportation</b>	<b>12,811</b>	<b>12,811</b>	<b>-</b>	<b>0.0%</b>	
<b>Pupil Accommodation</b>					
School Operations and Maintenance	23,511	23,769	258	1.1%	g.
School Renewal	3,154	3,154	-	0.0%	
Other Pupil Accommodation	3,666	3,666	-	0.0%	
Amortization & Write-downs	17,453	17,826	373	2.1%	
<b>Total Pupil Accommodation</b>	<b>47,784</b>	<b>48,415</b>	<b>631</b>	<b>1.3%</b>	
<b>Contingency &amp; Non-Operating</b>	<b>2,136</b>	<b>2,507</b>	<b>371</b>	<b>17.4%</b>	h.
<b>TOTAL EXPENDITURES</b>	<b>326,709</b>	<b>329,065</b>	<b>2,356</b>	<b>0.7%</b>	

<b>Explanations of Material Grant Variances</b>	
a.	Decrease due to lower than anticipated cost of teachers offset slightly by increase to benefits
b.	Increase to due additional educational assistants
c.	Increase to due additional early childhood educators
d.	Increase due to announcement of EPOs
e.	Reduction to better reflect actual expenditures
f.	Increase due to temporary school administrator needs
g.	Increased to due to additional requirements for portables and higher snow removal costs
h.	Increase due to additional remedy payments

**Notes:**

1. Estimates is the 2018-2019 Estimates Budget as approved by the Board in June 2018





## GRAND ERIE DISTRICT SCHOOL BOARD

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TO: Brenda Blancher, Director of Education & Secretary  
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer  
RE: **Summary of Accounts – December 2018**  
DATE: January 29, 2019

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<p><b>Recommended Action:</b> Moved by _____ Seconded by _____ THAT the Grand Erie District School Board receive the Summary of Accounts for the month of December 2019 in the amount of \$8,760,201.00 as information.</p>
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### 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





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## MINUTES

**Present:** A/Chair T. Waldschmidt, P. Bagchee, L. Boudreault, L. Boswell, M. Carpenter, C. Clattenburg, L. DeJong, M. Falkiner, K. Mertins, L. Sheppard, C. A. Sloat, R. Smith, L. Thompson, J. White, R. Winter.

**Guests:** G. Piazza, T. Wilson.

**Regrets:** B. Caers, R. Collver, L. Nydam, L. Scott, K. Smith, D. Werden, M. Macdonald.

**Recorder:** P. Curran.

### A – 1 Opening

(a) **Welcome** T. Waldschmidt

Acting Chair Waldschmidt welcomed everyone and requested those present introduce themselves acknowledging the two guests attending this meeting.

Acting Chair Waldschmidt read the Land Acknowledgement Statement.

(b) **Agenda Additions/Deletions/Approval** T. Waldschmidt

Moved by: L. Boswell  
Seconded by: C. A. Sloat

THAT the agenda be approved as distributed.

**Carried**

B – 1 **Information Items** T. Waldschmidt

(a) **Timed Items**  
i. **Policy on Accessible Education for Students with Disabilities** K. Mertins

The Ontario Human Rights Commission (OHRC) recently released the policy “Accessible Education for Students with Disabilities” <http://ohrc.on.ca/en/policy-accessible-education-students-disabilities>

The document discusses education as a “service” and recognized that Ontario students with disabilities continue to face obstacles in their attempts to access educational services.

It is directed specifically to education in elementary, secondary and post-secondary ages.



The AODA doesn't expressly discuss students needs beyond accessible transportation and accessible and alternative formats in school libraries. Its scope is much broader addressing all aspects of accessibility for all sectors and population.

Grand Erie's plan is to roll out pieces of the document to school administrators that include activities they can share with staff.

- ii. Draft Multi-Year Accessibility Plan – Report to Board - Consultation K. Mertins

Ms. Mertins presented the 2017-18 document which shows the progress made since last year's report.

The Plan is guided by AODA which determines the standards and implementation dates.

The overall plan is for five years, with an annual report of progress made to the board. The annual document includes a report of changes as well as what is being worked on.

Trustee Sloat requested clarification on the language under the communications plan to "Develop school/work site signage to invite requests for accommodation/elevator disruption/service animal at work by September 2019".

Develop school/work site signage to invite requests for accommodation/elevator disruption/service animal at work by September 2019".

Ms. Mertins will work at amending the language, but noted the intention is to have something posted at the door to alert staff.

- C – 1 Business Arising from Minutes and/or Previous Meetings T. Waldschmidt**

- (a) Ratification of Minutes September 20, 2018 SEAC Meeting
- i. Trustee Sloat referred to B-1 (a) i. SEAC Annual Goals which stated the CCAT data would not be available until October, but it is not on the October agenda.
- ii. Superintendent Thompson advised the decision to not share this had been discussed with the Chair and Vice-Chair as the information is only gathered for SEAC and is labour intensive. More information on the topic will be provided at this meeting.



- iii. Trustee Sloat D-1 (c) Fall Professional Development Plans, fourth bullet will be revised: "Principal Leader White meets regularly to plan training with teachers of enrichment and gifted students."
- iv. Trustee Sloat H-1 (a) ii Section 23 Programs  
Noted contract at Sprucedale ended June 30, 2018, not August, which Superintendent Thompson confirmed.
- v. Trustee Sloat asked about D-1 (d) Suicide Risk Protocol binders and was assured they had been brought to this meeting.

Moved by: C. A. Sloat

Seconded by: M. Falkiner

THAT the minutes of SEAC 18-02, held on September 20, 2018 be approved as amended.

**Carried**

- (b) Budget Pressures and Funding Changes  
– Update and Consultation

L. Boudreault / J. White. / L. Thompson

Recent funding changes in the SEPPA (Special Education Per Pupil Amount) and SIP (Special Incidence Portion) amounts resulted in approximately \$240,000 in additional funds made available to Grand Erie.

An updated Educational Assistant Allocation plan was distributed showing that all 303 FTE EA's are deployed. It was proposed to increase to 307 from 303 previously determined to address new needs to the board for this school year.

School boards began receiving SEA funding for equipment, hardware, software, training and repairs, etc., fifteen years ago, but have never received additional monies for increased clerical support since the initial implementation of SEA even with the vast technological increases during that period.

Learn Style has been contracted to manage training for students and teachers, but the clerical needs to manage the services and equipment, reports inspections, repairs and inventory are immense.

The Individual Education Plan (IEP) now includes a box for SEA (Special Equipment Amount) equipment and Learning Resource Teachers have been asked to review the SEA equipment in their school and ensure it is listed on the IEP.



Moving forward all SEA documentation will be entered into the LITE platform in real time, providing a more efficient method of documentation but there is some time intensive work in updating the records which can be achieved by having an additional clerical support person help with inputting data.

The rest of the additional funding was used to convert a one half-time Behaviour Counsellor to a half-time Speech Learning Consultant.

- (c) Special Education Plan – Online Consultation Questions L. Thompson  
Committee members reviewed the proposed questions.  
The revised version will be submitted to the Communication staff for posting on the Grand Erie’s main website page.

Data for the 2018-19 report will conclude in May, but the consultation survey will remain open to collect data for the following year, following review of the success and any possible suggestions for further improvement.

#### Proposed Questions

1. Have we provided enough information in our special education plan to help you understand the resources and supports available for your child? Why or why not?
2. Have you received enough information at your child’s school about services to support your child? Why or why not?
3. What most surprised you about this plan?
4. If applicable, how has the plan supported you to address the needs of your child at school?
5. If applicable, what area of the plan would you change and why?
6. Others?

#### Proposed consultation implementation:

- Highlight the survey in November, January, March and May.
- when we do the highlight, we link it to social media and have the website banner up.
- In between, we remove the banner from the website, but always have the survey up on the Spec Ed page. That way, people won’t get used to the banner and ignore it.



Suggestions to encourage people to review the plan and complete the survey:

- Include the approximate time to complete the consultation survey on the starting page and a completion bar throughout.
- Invite participation through comments such as “We need your opinion!” or “We need your help!”
- Include pictures.

**D – 1 New Business**

**T. Waldschmidt**

- (a) Updating Assessments for Gifted/Enriched Students K. Mertins / J. White  
Canadian Cognitive Abilities Test (CCAT) is a group administered test that samples verbal, quantitative and non-verbal problem-solving skills in a multiple-choice form.

It is widely used by school boards as a screening tool to flag students who may benefit from enrichment or gifted education programs as well as students who may require a closer look to determine other special education needs.

It is updated from time to time so that the content is reflective of the current world (i.e., vocabulary items change, visual images are updated etc.) and that the norms or comparison groups are reflective of today’s children; we want to be able to compare outcomes for children taking the test in 2018 with other children who have had similar experiences rather than outcomes for children from a different generation.

Apart from updated test items and norms, the CCAT7 takes advantage of new technology and can now offer to school boards reporting outcomes at the level of the district, school-by-school, class-by-class as well as individual students.

We expect that this will allow us to use CCAT results to better program for all students because this easier way of representing individual and whole class learning profiles can be used to guide differentiated instruction.

The enrichment teachers will be administering the CCAT assessment in the grade 3 classrooms. This will occur during January/early February 2019. Enrichment classes have not been scheduled during this administration block of time.

We are moving ahead with purchasing this updated measure at a cost of approximately \$50,000 for the next three years.



## H-1-b Special Education Advisory Committee SEAC 18-02

Education Centre – Board Room  
Thursday, October 18, 2018 – 6:00 p.m.

- (b) Mental Health Strategy – Jack Talks P. Bagchee

Ms. Bagchee brought two copies of the Suicide Risk Protocol for members to review during the meeting.

She described “Jack Talks” a secondary initiative which has been presented to Waterford DHS, Pauline Johnson CVS, Brantford Collegiate, Hagersville SS, Cayuga SS, McKinnon Park SS and next week will be delivered to Paris DHS and Dunnville SS.

Six evidence-based and inter-related workshops on stress management and anxiety are being developed. Delivery will be in semester two in selected Secondary Schools.

She is currently investigating a program to help develop resiliency and will keep the Committee informed.

- (c) EQAO Results for Students with Special Education Needs L. Thompson

Superintendent Thompson shared 2017 and 2018 Ontario Secondary School Literacy Test (OSSLT) results for Grand Erie grade 9 students both with and without a Learning Disability and credit accumulation data for students with special education needs, excluding Gifted.

The OSSLT measures whether students are meeting the minimum standard for literacy. The OSSLT is one way in which students can achieve the Literacy Graduation Requirement, along with meeting with success in the required number of English credits. The test is pen to paper, except for those students who require technological accommodation. In Grand Erie, we note a positive trend resulting from the efforts of the Student Success and Special Education support staff.

The choice of looking at eight of eight (8/8) successfully completed credits in grade 9 and 16/16 completed credits in grade 10 will be reviewed next year with the understanding that many students do not carry a full course load and that credit accumulation success should be measured in an alternative manner.

- (d) Special Education Plan – Standard 3 – Roles and Responsibilities J. White

Ms. White explained Standard 3 addresses all the layers of each level of education from the Ministry to the Parents. It is very easy to see the relationships and understand the roles.

The revised draft included only one change in tense at the beginning of the document.





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

(a)     SEAC Member Recruitment in an Election Year - Update P. Curran

Ms. Curran reported on the document included in the agenda package, noting the resignation of Lisa Nydham the Native Representative.

The Indigenous Education Committee has offered to poll members and contacts for a replacement.

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

(a)     Special Education News J. White  
i.     Spotlight on Special Education – not this month  
ii.    Special Needs Strategy – not this month L. Thompson / K. Mertins

G-1     **Correspondence** T. Waldschmidt

(a)     Ltr -Peterborough Victoria Northumberland and Clarington CDSB L. Thompson  
– re Auditor General of Ontario’s Annual Report, 2017

This letter is asking the new Minister to review the funding formula as PVNCCDSB believes it is outdated and doesn’t match student / staff / system needs.

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

(a)     Community Updates

i.     Osgoode Hall Special Education Law Session     Special Education Management Team  
The team recently participated in a session presented by Keele Cottrelle LLP.

Morning topics included workplace safety and violence and the right of students to attend school; laws pertaining to child welfare agencies and the attempts to get provincial changes around service animals and children with high medical needs.

The afternoon speaker, M. David Lepofsky, is a Canadian lawyer and disability advocate. Now retired from his position as General Counsel in Toronto, Lepofsky teaches at the University of Toronto and at Osgoode Hall Law School. Blind for much of his life, Lepofsky was named one of Canada's most influential lawyers in 2010 and chaired the TDSB SEAC for two years.

Staff found this session allowed them to clarify their own thinking and our board processes with a view to the overarching goal of how to best meet the needs of our students.



- ii. LDAO SEAC Circular – September 2018 L. Thompson  
Noted that our SEAC has addressed most, if not all, items suggested by LDAO.
  
- iii. Revised Health & Physical Education Curriculum C. A. Sloat  
Town Hall telephone consultations on education in Ontario, including the revised H&PE Curriculum, beginning October 23 and closing December 15, 2018. <https://www.ontario.ca/page/for-the-parents>
  
- I-1 **Next Meeting** T. Waldschmidt  
  
November 15, 2018 | Grand Erie DSB – Board Room | 6:00 p.m.
  
- J-1 **Adjournment** T. Waldschmidt  
  
Moved by: L. DeJong  
Seconded by: R. Winter  
THAT the SEAC 18-02 meeting of October 18, 2018 be adjourned at 7:42 p.m.  
**Carried**



## MINUTES

Present: Chair K. Smith, P. Bagchee, L. Boudreault, L. Boswell, B. Caers, C. Clattenburg, R. Collver, L. DeJong, K. Mertins, L. Scott, L. Sheppard, L. Thompson, J. White, R. Winter.  
Regrets: C. A. Sloat, D. Werden.  
Guests: C. Brady, G. Drake, S. Gibson, K. Jones, G. Piazza, W. Rose, T. Wilson.

Recorder: P. Curran.

A-1 **Opening** K. Smith

(a) Chair Smith welcomed everyone.

(b) L. Thompson read the Land Acknowledgement Statement. L. Thompson

(c) Chair Smith explained that due to inclement weather resulting in the cancellation of November's meeting those agenda items are deferred to the December agenda, except approval of the minutes from SEAC 18-02 October 18, 2018.

Moved by: L. Scott

Seconded by: L. DeJong

"THAT the November agenda items be deferred to the December meeting agenda, except for approval of the minutes from October 18, 2018."

**Carried**

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

(a) Ratification of Minutes October 18, 2018 SEAC Meeting

Trustee Collver referred to information missing from page five under D-1 New Business – Updating Assessments for Gifted / Enriched Students. Superintendent Thompson provided the following paragraph for insertion in the October minutes, "The enrichment teachers will be administering the CCAT assessment in the grade 3 classrooms. This will occur during January/early February 2019. Enrichment classes have not been scheduled during this administrative block of time."

Moved by: L. Boswell

Seconded by: R. Collver

"THAT the minutes of SEAC 18-02, held on October 18, 2018 be approved as amended."

**Carried**



C-1      **Adjournment**

K. Smith

Moved by:    R. Collver

Seconded by: R. Winter

“THAT the SEAC 18-03 meeting of November 15, 2018 be adjourned at  
6:14 p.m. on December 13, 2018.”

**Carried**





Vice-Chair Collver remarked how impressive it is to see the room full and that she is glad to see everyone here reminding members we like feedback.

(b) Accessibility Day – Equity Video

K. Mertins

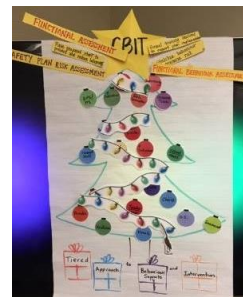
The Grand Erie Accessibility Committee has led Accessibility Awareness Day for the past 3 years. One activity promoted this year was a video developed by the Board's Equity Team. It can be accessed through the link below:

<http://www.granderie.ca/board/community/newsroom/feature-stories/2018-19/grand-erie-launches-video-series-showcasing-equity>

(c) Complex Behaviour Intervention Team (CBIT)

L. Sheppard / J. White

J. White showed tiered intervention/support for behaviour illustrated in a Christmas tree format. She explained that supports for behaviour begin with strategies in tier one (1) and how intervention increases as supports move through tier two (2) and tier three (3).



L. Sheppard explained the CBIT (Complex Behaviour Intervention Team) process and what this type of intervention may look like. The involvement of the CBIT is a beyond tier 3 support and would happen only for a very few number of students who have not been successful in the progression through tiered 1-3 supports. Support is personalized based on each situation. The CBIT is able to provide direct support for a longer period of time. Support may include safety plan review, functional behaviour assessments, recommendations for intervention and support through modelling the use of effective strategies. It may also include continual monitoring of student activity; fidelity tracking with scripts and integrity checklists.

J. White will bring a summary of CBIT work to the Committee at conclusion of the school year.

The classroom teacher is pivotal in the success of any strategies for support for students.

Vice-Chair Collver would like to revisit this topic with respect to funding provided for the initiative.



## Special Education Advisory Committee SEAC 18-04

H-1-c

Thursday, December 13, 2018, 6:15 p.m.

Education Centre, Board Room

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

(a)      Ratification of Minutes November 13, 2018 SEAC Meeting  
Deferred to the January meeting.

(b)      Appointments to the Special Education Advisory Committee  
for Grand Erie District School Board for the  
Term 2018-22 Approved Roster

P. Curran

Recording Secretary P. Curran reviewed the approved roster, advising the Committee of L. Nydam's resignation and the appointment of A. Powless-Bomberry to the position of Native Representative.

She further explained that although our Bylaw state SEAC have one Native Representative and one alternate, the Ministry guidelines permit one representative per 100 students attending the Board from a particular reserve. Currently students from Six Nations of the Grand River and students from the Mississaugas of the New Credit First Nation attend Grand Erie Schools.

She asked if SEAC is interested in requesting an amendment to the bylaw to permit an additional Native Representative.

Moved by:      L. Boswell

Seconded by      W. Rose

"THAT SEAC request the Grand Erie DSB amend Bylaw 8 SEAC Terms of Reference to include a second Native Representative to address special education needs for students of the Mississaugas of the New Credit First Nation."

**Carried**

Ms. Curran then informed members that B. Caers, who originally applied as a community representative is interested in this position and will resubmit an application indicating her intention.

Members were also advised that former trustee T. Waldschmidt had applied for membership with SEAC.

Moved by:      K. Smith

Seconded by:      C. Brady

"THAT SEAC requests the Board of Trustees approve the addition of T. Waldschmidt as a member of the Committee."

**Carried**



- (c) Special Education Plan Survey L. Thompson

The survey was presented to members who could review the content which had been designed during previous meetings.

<http://www.granderie.ca/board/elementary/special-education/special-education-feedback-survey>

She reminded members that at four times during the year a selected section will be reviewed by staff at a meeting. SEAC has responsibility to review the plan which is intended for families and should be reader-friendly.

A banner announcing the survey will be on the board's public website in November and March. A report will be brought to SEAC following the final survey.

L. Boswell requested the title font be made a little larger.

#### D-1 New Business

- (a) Special Education Needs in Grand Erie L. Thompson

Members reviewed the document -showing the number of students in each grade by exceptionality and the number of students in each placement by exceptionality.

- (b) Suspension and Expulsion Data – Students with Special Needs 2017-18 L. Thompson  
Data sheets were distributed to members who were asked to work in pairs to identify “I Wonder” questions about the information. This exercise will also help introduce special education information to new members.

Superintendent Thompson explained the numbers and how to interpret the data which only includes students who have been through the IPRC process and noted specific data was not included in the agenda package due to its sensitive nature.

Data sheets were collected following the exercise.

- (c) Special Education Plan Review – Standard 12 – Special Education Staff L. Thompson  
This standard's list of special education staff underwent a number of edits for this year.

Next month SEAC will receive a presentation by Board staff on special education funding and we will be looking for input from SEAC.





# Special Education Advisory Committee SEAC 18-04

H-1-c

Thursday, December 13, 2018, 6:15 p.m.

Education Centre, Board Room

J. White explained the Teacher Consultant (TC) is the liaison between the school and system processes. The TC will also chair Resource Team meetings, set up IPRC meetings and support transitions for students and self-contained placements. The Itinerant Learning Resource Teacher (LRT) provides coaching and support to the TC.

## E-1 Other Business

None.

## F-1 Standing Items

(a) Spotlight on Special Education – Behaviour J. White/L. Sheppard  
Moved to Timed Items B-1 (c)

(b) Special Needs Strategy – School Based Rehabilitative Services (SBRS) K. Mertins

Effective January 1, 2019 School Health Support Services administered by the LIHN will continue to provide nursing and dietetic services while Occupational Therapy, Physiotherapy and Speech therapy services will be administered by the Lansdowne Children's Center (LCC). These services will be referred to as School Based Rehabilitation Services (SBRS).

LCC will oversee SBRS across all Grand Erie schools.

Referral forms will be updated to reflect LCC contact information but there is no change in the number of visits or types of concerns that can be addressed. The referral process is unchanged.

Lansdowne has done a tremendous job coordinating this transition.

G-1 Community Updates / Information Items K. Smith

(a) LDAO SEAC Circular – November 2018

Chair Smith noted this document helps keep SEAC on track by providing guidance and information. He encouraged members to view the LDAO website, follow the twitter feed and review the relevant Ministry memorandum.

(b) SEAC Orientation Session January 17, 2019 5:00-6:00 p.m. P. Curran  
Recording Secretary Curran invited all members and asked those who would like to attend to RSVP her by January 10<sup>th</sup>.



# Special Education Advisory Committee SEAC 18-04

H-1-c

Thursday, December 13, 2018, 6:15 p.m.

Education Centre, Board Room

- (c) Parent Brochure Revision P. Curran  
An updated version of the Parent Brochure was included in the agenda package.

Moved by: K. Smith  
Seconded by: C. Brady  
"THAT SEAC sanction the updated parent brochure and that it be posted to the Board's website.

**Carried**

- (d) Bill 64 Noah and Gregory's Law K. Smith  
Chair Smith reviewed the proposed amendment that would provide transitional support for those eighteen-year old persons who received health support as children.

He asked Recording Secretary Curran to send members a link to the bill and asked them to endorse a letter of support.

Moved by: L. Scott  
Seconded by: R. Winter  
"THAT Grand Erie DSB SEAC send the Minister a letter of support for Bill 64.

**Carried**

## H-1 Correspondence K. Smith

- (a) Ltr – Upper Grand DSB re Support of Bill 44 FASD October 10, 2018 K. Smith  
(b) Ltr – BHNCD SB re Support of Bill 44 FASD Nov 21, 2018

Chair Smith noted we received letters of support from Upper Grand DSB and Brant Haldimand Norfolk Catholic DSB for our initial correspondence to the Minister.

This item was previously brought to SEAC by Dr. Scott but the Bill had not received final assent by the previous government.

Dr. Scott noted she had no updates to share.

Chair Smith suggested SEAC draft a second letter of support to see if we can help revive this bill.

Moved by: L. Scott  
Seconded by: L. DeJong  
"THAT Grand Erie DSB write a second letter of support for Bill 44 FASD asking for its reinstatement in the legal process."

**Carried**



# Special Education Advisory Committee SEAC 18-04

H-1-c

Thursday, December 13, 2018, 6:15 p.m.

Education Centre, Board Room

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- (c) Ltr – Windsor-Essex CDSB re Special Education Funding Nov 23, 2018  
Indication they don't feel they are getting sufficient funding for their students; K. Smith
- I-1 **Future Agenda Items – SEAC Committee Planning – Deferred** P. Curran
- J-1 **Next Meeting** K. Smith  
January 17, 2019 | Grand Erie DSB – Board Room | 6:00 p.m.
- K-1 **Adjournment** K. Smith
- Moved by: K. Smith  
Seconded by: L. DeJong  
"THAT the SEAC 18-04 meeting of December 13, 2018 be adjourned at 8:14 p.m."  
**Carried**





**Present:** Brantford Collegiate Institute & Vocational School, Cayuga Secondary School, Delhi District Secondary School, McKinnon Park Secondary School, Paris District High School, Pauline Johnson Collegiate & Vocational School, Simcoe Composite School, Tollgate Technological Skills Centre,

**Regrets:** Dunnville Secondary School, Hagersville Secondary School, North Park Collegiate & Vocational School, Valley Heights Secondary School and Waterford District High School

**Student Trustees:** Jayden Hsiao (Representing North)  
Alexandra Hauser (Representing South)  
Allan St. Pierre (Representing Indigenous)

**Director of Education:** Brenda Blancher

**Teacher Consultant**

**Student Success:** Jenna Tsuchida

**Recorder:** Lisa Howells

1. **Welcome – Alex Hauser, Jayden Hsiao and A. St. Pierre**

Student Trustees, J. Hsiao, A. Hauser and A. St. Pierre, welcomed students to the virtual meeting at 11:00 a.m.

2. **Discussion: Goal Setting Follow-Up**

Student leaders provided updates on the goals that were presented at the October 23, 2018 meeting and presented new goals.

3. **Discussion: Mental Health**

P. Bagchee, Mental Health & Well-Being Lead talked about a resource that her team is working on and developing. In her role, she listens to educators, administrators and students about what concerns there are which are impacting students' ability to learn and one thing that is coming up over and over again is students feeling anxious, difficulty managing stress and wanting to know good evidence-based strategies to help them in that area. The Child and Youth Workers and P. Bagchee have tackled these items and have put together a resource for students and educators to support students with regards to stress management, reducing anxiety and mindful calming strategies. P. Bagchee noted that they started by preparing a binder that contains activities that to help students manage stress, relaxation strategies, and types of coping skills.

P. Bagchee asked the Student Leaders for their thoughts on this resource. One student leader suggested that some students prefer to have someone to listen to, allow them to talk and not shut them down, and that is helpful.



P. Bagchee further commented that sometimes you can't have an adult with you when you need to or want to, it is important that as a student you are able to get and access information when you need to but that you can do it in a way being confident that the information is good, that it is evidence-based, that somebody has looked it and knows that it is helpful. P. Bagchee noted that if you go online there is lots of information but not all of it is the best information. We are looking at how you yourself can get information when you need it.

Suggestions were:

- put on posters around the school identifying where to find the information
- Binder should be located in guidance office so that it is always accessible
- Should also be available on the board website
- There is a benefit to having multiple access points for the information

#### 4. Discussion: Holiday Season

##### a. Holiday Season – what activities are happening at the schools

PDH – doing something similar to 12 days of Christmas, holding a spirit week, for the month of December doing a food drive and giving out candy canes; a homeroom challenge and whichever class donates the most gets a breakfast. Having a float in the Paris Santa Parade

CSS – Scavenger hunt, each homeroom as a list of items that needs to be brought in and then for the winning homeroom, each student within the class have their names put in a draw for six individuals to win a night a water park in Niagara Falls. Shoe box drive also taking place.

SCS – December calendar of all the events/activities that has been distributed to homerooms, currently in their 12 days of giving, first 10 days are targeted to women's services and last two days targeted to food drive. Lunch time activities – every Wednesday in December showing a holiday movie with popcorn and snacks and two Friday's are for cookie decorating. Student vs. Teacher hockey game the last day before Christmas break. Spirit Wear now available.

DDS – Operation Christmas Child Shoe Boxes - gave away 64 boxes, every homeroom gets a child in need to bring in items for those children and the boxes are given to a local women's shelter

##### b. Inclusiveness: how different cultures celebrate the "Christmas" season and how to incorporate these into our school events?

DDS – During morning announcement recognizing the different celebrations i.e.: Hanukkah, Christmas caroling in the foyer of the school anyone can participate

A. Andratis, English Language Learner (ELL) Teacher Consultant spoke to the students regarding how to make your schools more inclusive. A. Andratis noted she is impressed the schools are focusing on themes rather than highlighting a particular religion or belief and encouraged the schools to keeps the themes going about peace, compassion, thankfulness, forgiveness, regardless what the beliefs are. A. Andratis commented that the schools should



## Student Senate Meeting

December 4, 2018

11:00 a.m. Virtual Meeting

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focus on the education and awareness piece about different religious beliefs.

5. **Student Trustee Election in April**

- BL29 Student Trustees can be found the board website

6. **Next Student Senate Meeting - Thursday, April 25, 2018**

- Elections for the 2018-19 Student Trustees will be held at this meeting

J. Hsiao, A. Hauser and A. St. Pierre thanked everyone for participating in the virtual meeting.

The meeting was adjourned at 11:42 a.m.







## Joint Occupational Health and Safety Committee

December 20, 2018  
Facility Services – Meeting Room

### AGENDA (Chair – Lena Latreille)

#### 1.0 Roll Call

##### Employer Representatives:

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

##### Employee Representatives:

George Wittet	Secondary Occasional Teachers (Certified Member) ( <i>Co-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)
Andrea Murik	Secondary Teachers (Certified Member)
Angela Korakas	Designated Early Childhood Educator (Certified Member)
Dan McDougald	Professional Student Services Personnel (Certified Member)
Jennifer Faulkner	CUPE Clerical/Technical (Alternate)

##### Resources:

Hilary Sutton	Health and Safety Officer
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##### Recording Secretary:

Jennifer Chopra	Human Resources Assistant
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##### Regrets:

Laura Mels	Non-Union (Certified Member)
Elizabeth Armstrong	CUPE Clerical/Technical

#### 2.0 Minutes of Last Meeting

The draft minutes for November 2018 were reviewed with slight grammatical modifications to sections 5.1, 6.1, 7.1 and 7.3.

#### 3.0 Approval of Last Meeting Minutes

The minutes were approved as modified.

#### 4.0 Agenda Additions

- 6.2 Paris District High School Concerns
- 6.3 Online Workplace Violence/Safe Schools Reporting Tool



## Joint Occupational Health and Safety Committee

December 20, 2018

Facility Services – Meeting Room

### 5.0 Unfinished Business – Discussion

#### 5.1 Lockdown – Notifications of School Support Centre Staff

October 2018: A concern was brought forward regarding notifications not being communicated to staff in Support Centres. It was noted by a committee member that this issue was identified previously at another meeting and was caused by the PA system being disabled in the Support Centre, so they would not hear any school announcements. The Division Manager of Operations and Health & Safety will follow-up to ensure that either the PA system is fully functional in the Support Centres or that alternate notification measures are put in place to alert them of any lockdown. There was also a suggestion made that the outside door of the Haldimand Support Centre could be locked and a buzzer entry like elementary schools. This could be installed, as that would increase safety in the Support Centres. A committee member at this time also brought forward a question regarding staff that have the Haldimand Support Centre as their home base not having swipe access to the support centre entry. The Division Manager of Operations and Health & Safety will follow up with this matter. This item will remain on the next agenda.

November 2018: In response to the concerns raised in the previous meeting regarding lack of notifications being communicated to Support Centre staff, the Division Manager of Operations and Health and Safety advised that she is waiting for verification from Hagersville Secondary School that there are alternate notifications in place to advise staff if there is a lockdown. The Division Manager of Operations and Health and Safety will also follow up regarding the door lock piece and access. This item will remain on the agenda.

December 2018: The Division Manager of Operations and Health & Safety advised the committee that after conversation with the Secondary Superintendents, it was determined a document will be created to outline protocols for sharing information with offsite locations as it pertains to lockdown protocols and notification of Support Centres. This document will be shared amongst Principals in January of 2019. This item will remain on the next agenda as an ongoing project item.

#### 5.2 Emergency Protocols Including Satellite Campuses

October 2018: A committee member expressed concern regarding the lack of awareness of fire safety steps/plans and lockdown procedures at satellite campuses. The Division Manager of Operations and Health & Safety stated that schools should have plans in place for what staff do at offsite locations for emergencies like fire or lockdown. This will be forwarded to senior administration for some direction to schools. This item will remain on the next agenda.

November 2018: The Division Manager of Operations and Health and Safety had a conversation with the Superintendent and will collaborate to create a document regarding communication of emergency protocols. The Division Manager of Operations and Health and Safety will follow up and continue to inform the committee of any progress and updates as they arise. A committee member had further inquired if any of the Schools Within a College (SWAC) locations complete a monthly workplace inspection. The Division



## Joint Occupational Health and Safety Committee

December 20, 2018

Facility Services – Meeting Room

Manager of Operations and Health and Safety will follow up regarding these inspections as well as the emergency protocol updates. These items will remain on the next agenda.

December 2018: The Division Manager of Operations and Health & Safety advised the committee that after conversation with the Secondary Superintendents, it was determined a document will be created to outline protocols for sharing information with offsite locations as it pertains to emergency protocols at Support Centres. This document will be shared amongst Principals in January of 2019. This item will remain on the next agenda as an ongoing project item.

### 5.3 Workplace Violence Risk Assessment-

November 2018: As part of the Ministry of Labour visits regarding the staff critical injury that took place in September at Ecole Confederation, an order was issued to have the current workplace violence risk assessment examined and revised with a deadline of December 31, 2018. The Health and Safety Department created a new version of the workplace violence risk assessment and the committee was provided with a copy for review. This item will now be forwarded to Executive and Senior Administration for approval. This item will remain on the next agenda.

December 2018: On December 10, 2018 the Ministry of Labour granted an extension for completion of the Workplace Violence Risk Assessment for the end of February 2019. The Division Manager of Operations and Health & Safety informed the committee of changes made to the Workplace Violence Risk Assessment simplifying the document to capture the pertinent questions required to be addressed by schools, in collaboration with staff. This document will be available to all schools in January 2019. This item will remain on the next agenda.

### New Indoor Air Quality Reports

None

### 6.0 New Business

#### 6.1 Brantford Collegiate Institute Mould

Concerns were brought forward by a committee member regarding the previously addressed mould issues at Brantford Collegiate Institute and to ensure there were established guidelines for facility services staff at schools when encountering mould. The Division Manager of Operations and Health & Safety reinforced the existing protocol and Standard Operating Procedure regarding mould that was recently used at Teeterville Public School. It was also reminded that the report issued by Maple Environmental suggested the mould was a result of the humidity over the summer months. The work to remove the damaged fibreglass material in eBase 216 is scheduled to happen over Christmas break. This item can be removed from the next agenda.

#### 6.2 Paris District High School Concerns

A committee member brought forward previously addressed issues regarding strong sewage odours at Paris District High School, with the concern that information surrounding resolution is not being directly relayed to staff. The Division Manager of Operations and



## Joint Occupational Health and Safety Committee

December 20, 2018  
Facility Services – Meeting Room

Health & Safety advised that they are working diligently with the school to identify the issues as they are being reported. The Division Manager of Operations and Health & Safety will follow up with the Principal on communication to staff.

### 6.3 Workplace Violence Online Reporting Tool

The Division Manager of Operations and Health & Safety previewed and introduced to the committee an online reporting tool for Safe Schools and Workplace Violence Incident reporting. This new online form will replace the paper version of the Workplace Violence Report and Safe Schools Reports and is being piloted at Tollgate Technological School, Simcoe Composite School, Agnes Hodge Public School and Delhi Public School. This new reporting tool will be available to all schools in February 2019 and information regarding this new form will be forwarded to all School Administrators to share with their staff. This item will remain on the next agenda.

### 7.0 Information Items

#### 7.1 Asbestos Abatement Site Report No. 01- Cedarland Public School- #38, #44, #49 (classrooms)- Project #17449

Metal tracking was fastened to the bulkheads within classrooms 38, 44 and 49. No asbestos-containing debris was found. All work was completed within regulation. This item can be removed from the next agenda.

#### 7.2 Asbestos Abatement Site Reports- Fairview Avenue Public School- Project #17579:

- Site Report No. 01 - November 26, 2018
- Site Report No. 02 - November 27, 2018
- Site Report No. 03 - November 28, 2018
- Site Report No. 04 - November 29, 2018

Multiple visits were made to review the asbestos abatement procedures and asbestos work areas at Fairview Ave prior to building demolition. All work was completed within regulation. This item can be removed from the next agenda.

#### 7.3 Bulk Sample Site Report – North Park Collegiate and Vocational School - eBase #1062, 1167, 1053, 1142 – Project # 17621

A total of 12 samples of plaster finishes were collected for determination of asbestos content. The plaster finishes within the girl's washroom were found to contain asbestos. All work was completed as per regulation. This item can be removed from the next agenda.

#### 7.4 Workplace Violence Prevention in Ontario School Boards Final Report

The committee reviewed the Workplace Violence Prevention in Ontario School Boards Final Report, as issued by the Ministry of Labour, Ministry of Education, and the Provincial Working Group on Health and Safety. The committee did not bring forward any questions or feedback. This item can be removed from the next agenda.

#### 7.5 Asbestos Abatement Site Report No. 01- Tollgate Technical Skills Centre- eBase #1117 (Greenhouse)- Project #17581

A total of 6 samples were collected from the gym office to determine asbestos content. No



## Joint Occupational Health and Safety Committee

December 20, 2018

Facility Services – Meeting Room

asbestos was found within the building material. All work was completed as per regulation. This item can be removed from the next agenda.

### 8.0 Review of Reports

#### 8.1 Employee Accident Reports Summary – November 2018

Workplace Safety and Insurance Board Reportable –November 2018 Student Aggression Summary Table for November 2018

All reports were reviewed.

Status of Workplace Inspections including Non-Academic Sites – November 2018

All inspections were completed for the month of November, inclusive of an additional inspection required from Greenbrier.

#### 8.2 Health and Safety/Facility Services Committee

Next meeting - January 8, 2019

#### 8.3 Critical Injuries

There have been 2 staff critical injuries and 27 student critical injuries for the 2018-19 school year to date. The Ministry of Labour investigated a student critical injury at Dunnville Secondary School and Health and Safety has sent a safety alert to secondary schools with a reminder that a welding coat or apron is required PPE when using an angle grinder and correct extension cords are required to prevent injuries.

#### 8.4 Focus Group Meeting Minutes

Next meeting February 21, 2019

#### 8.5 Review of On-going Project Items

See chart

#### 8.6 Work Orders

None

### 9.0 Health and Safety Training

#### 9.1 Health and Safety Training dates for 2018-19 school year:

First Aid:

- Emergency First Aid: March 4, 2019 (full)
- Standard First Aid: April 24-25, 2019 (full)
- Emergency First Aid: May 9, 2019
- Emergency First Aid (Facility Services): November 16, 2018, March 11, 2019, March 12, 2019, June 28, 2019

Health and Safety Training:

- Basic Certification: November 7-9, 2018
- Hazard Specific Training: November 29-30, 2018 (full)
- Recertification: October 19, 2018



## Joint Occupational Health and Safety Committee

December 20, 2018

Facility Services – Meeting Room

- Basic Certification (Facility Services): March 11-13, 2019
- Hazard Specific Training (Facility Services): March 14-15, 2019
- Recertification (Facility Services): April 12, 2019
- Recertification (JOHSC Certified Members): April 17, 2019

### BMS:

- Initial Training: January 21, 2019, April 12, 2019
- Recertification: January 21, 2019, February 1, 2019, April 12, 2019

### 10.0 Recommendations to Executive Council

None

### 11.0 Adjournment / Next Meeting(s): Next meeting January 17, 2019. Please note change of location, meeting will be held at Joseph Brant Learning Centre in the Thayendanegea Room.



## Joint Occupational Health and Safety Committee

December 20, 2018

Facility Services – Meeting Room

As of December 2018

Date item initiated	Item	Dates Discussed	Latest Update	Status and Timeframe
April 2017	Terms of Reference Review	2018- September	The Terms of Reference Review document has been approved by the Ministry. (Current agreement expires September 2022)	Review September 2021

### Annual Updates Provided Each School Year

Item	Review Month	Resulting Update
Pavement Improvements	2019- May	

### Procedure Review

Policy/Procedure	Out for Comment	Board Approval	Board Review Date	Committee Review Date	Comments
HR4 – Health and Safety Policy and Appendix Guidelines		Board approved September 2015	October 2019	September 2019	Committee Approved December 2018
HR8 – Workplace Violence		Board for approval January 2015	February 2019	September 2019	Committee Approved December 2018
HR5 – Harassment		Board approved September 2015	October 2019	September 2019	Committee Approved December 2018



No.	Site	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019
<b>Elementary Schools</b>											
1	Agnes Hodge	C	C	C	C	P					
2	Banbury Heights	C	C	C	C			P			
3	Bellview	C	C	C	C				P		
4	Bloomsburg	C	C	A	C						
5	Boston	C	C	C	C	P					
6	Branlyn Community	C	C	C	C			P			
7	Brier Park	C	C	C	C			P			
8	Burford District Elementary	C	C	C	C				P		
9	Caledonia Centennial	C	C	C	A						
10	Cedarland	C	C	C	C					P	
11	Centennial-Grandwoodlands	C	C	C	C			P			
12	Central P.S.	C	A	C	C						
13	Cobblestone Elementary	C	C	C	C				P		
14	Confederation (Fr Imm)	C	C	C	C	P					
15	Courtland	C	C	A	C						
16	Delhi	C	C	A	C						
17	Dufferin	C	C	C	C	P					
18	Echo Place	C	C	C	C				P		
19	Elgin Ave.	C	C	C	C						
21	Glen Morris	C	C	C	C		P				
22	Graham Bell	C	C	C	C					P	
23	Grandview	C	C	C	C					P	
25	Greenbrier	C	C	C+C	C					P	
26	Hagersville Elementary	C	C	C	C	P					
27	Houghton	C	C	C	C	P					
28	J.L. Mitchener	C	A	C	C						
29	James Hillier	C	C	C	C		P				
30	Jarvis	C	C	C	C		P				
31	King George	C	C	C	C	P					
32	Lakewood	C	C	A	C						
33	Langton	C	C	C	A						
34	Lansdowne-Costain	C	C	C	C	P					
35	Lynndale Heights	C	C	A	C						
36	Major Ballachey	C	C	C	C	P					
20	Mapleview	C	C	C	C		P				
37	Mt. Pleasant	C	C	C	C		P				
38	North Ward	C	C	C	C			P			
39	Oakland-Scotland	C	C	C	C		P				
40	Oneida Central	C	C	C	C	P					
41	Onondaga-Brant	C	C	C	A						
42	Paris Central	C	C	C	C			P			
43	Port Rowan	C	C	C	C	P					
44	Prince Charles	C	C	C	C		P				
45	Princess Elizabeth	C	C	C	C	P					
46	Rainham	C	A	C	C						
47	River Heights	C	C	C	A						
48	Russell Reid	C	C	C	C	P					



49	Ryerson Heights	C	C	C	C		P				
50	Seneca Central	C	C	C	C	P					
51	St. George-German	C	C	C	C		P				
52	Teeterville P.S.	C	C	C	C	P					
53	Thompson Creek	C	A	C	C						
54	Walpole North	C	C	C	C		P				
55	Walsh	C	C	C	A						
56	Walter Gretzky Elementary School	C	C	C	C		P				
57	Waterford Public	C	C	A	C						
58	West Lynn	C	C	A	C						
59	Woodman-Cainsville	C	C	C	C				P		
<b>Secondary Schools</b>											
60	B.C.I. & V.S.	C	C	A	C				P		
61	Cayuga Secondary S.(incl. TP - 28 Cayuga St. N., Cayuga)	C	C	A	C				P		
62	Delhi District Secondary S.(incl. TP - 169 Wellington Ave, Delhi)	C	C	A	C				P		
63	Dunnville Secondary S. (Incl. TP)	C	A	C	C			P			
64	G.E.L.A. Brantford (Rawdon)	C	A	C	C					P	
65	G.E.L.A. - CareerLink Eaton Market Square	A	C	C	C			P			
66	G.E.L.A. - Simcoe	A	C	C	C			P			
67	Hagersville S.S.(incl. HSSC and TP - 12 Almas St. Unit 2, Hagersville)	A	C	C	C		P				
68	McKinnon Park S.S.(incl. TP - 174 Caithness St., Caledonia, and 3201 Second Line Rd., Hagersville)	C	A	C	C					P	
69	North Park C. & V.S.	C	A	C	C					P	
70	Paris District H.S. (incl. TP - 2 Elm St., Paris)	C+C	A	C	C				P		
71	Pauline Johnson C.V.S. (incl. TP - 410 Colborne St., Brantford)	A	C	C	C		P				
72	Simcoe Composite School (Incl. TP - 39 Kent St N Unit 4, Simcoe)	C	A	C	C			P			
74	Tollgate Tech. Skills Centre	C	A	C	C			P			
75	Valley Heights S.S. (Includes Houghton Annex & TP on site)	C	C	C	A					P	
76	Waterford District High School (incl. NSSC and TP site - Camp Trillium)	C	C	A	C				P		
<b>Support Centre</b>											
77	H.E. Fawcett Teacher Resource Centre (TRC)	C	C	C	C					P	
78	Joseph Brant (including GELA - ESL)	C	C	C	C				P		
79	Head Office	C	C	C	C						
80	Head Office - Facility Services	C	C	C	C			P			
<b>Storage Facilities</b>											
81	Burford Bus Barn, 35 Alexander St. Burford	C	C	C	C				P		
82	Langton Bus Barn, 23 Albert St. Langton	C	C	C	A						
83	Walsh Bus Barn, 93 Regional Road #3 Walsh	C	C	C	A						
<b>Total Sites</b>		<b>81</b>	<b>81</b>	<b>81</b>	<b>81</b>	<b>81</b>	<b>81</b>	<b>81</b>	<b>81</b>	<b>81</b>	<b>81</b>
<b>Total Regular Monthly Inspections Completed</b>		<b>76</b>	<b>70</b>	<b>69</b>	<b>73</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Annual Inspections Completed</b>		<b>4</b>	<b>11</b>	<b>11</b>	<b>8</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Annual Inspections Planned</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15</b>	<b>13</b>	<b>12</b>	<b>12</b>	<b>9</b>	<b>-</b>
<b>Total Double Inspections Completed</b>		<b>1</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Incomplete</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Not Reported</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>66</b>	<b>68</b>	<b>69</b>	<b>69</b>	<b>72</b>	<b>81</b>

Annual JOHSC inspection completed

A

Monthly inspection was completed  
Two inspections completed due to a missed inspection  
Monthly inspection was not completed  
Annual JOHSC inspection planned

<b>C</b>
C+C
NC
P



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## MINUTES

**Present:** Chair Sabrina Sawyer, Jeff Burnham, Cassandra Green, Jeannie Martin, Denise Martins, Karen Sandy, Diane Sowers, Claudine VanEvery-Albert

**Regrets:** Audrey Powless-Bomberry, Tobias Clarke, Stephanie George, Veronica Jamieson, Katelyn LaForme, Kimberly Newhouse, Starr Kennedy, Paula Laing, Trisha Simon, Christina Speer, Dallas Squire, Dana VanEvery

**Recorder:** Debbie Fletcher

### A - 1 Opening

(a) **Welcome/Land Acknowledgement Statement**

- i. D. Martins read the Land Acknowledgement Statement.
- ii. Indigenous Education Lead-Teacher Consultant Sabrina Sawyer welcomed everyone, and introductions were made.

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

- i. Chiefs of Ontario Survey Request (H-1-a)
- ii. Document: What Can I contribute to Meaningful Reconciliation document (H-1-b)

(c) **Review of October 24, 2018 Minutes**

- i. The minutes were accepted, as revised. K. Sandy pointed out that under Community Updates, the Indigenous Language events will be recognized in the month of January 2019; the actual date of recognition is March 31, 2019.

### B - 1 Native Advisory Committee (NAC) Update

**J. Martin**

(a) **The Native Advisory Committee meeting** was held on November 13, 2018, Hagersville Secondary School; discussion included:

- i. **Indigenous Student Voice:** Three student representatives from Hagersville Secondary School shared how the size of their school impacts limited course options however offers more opportunity for teachers to spend more time with students with regards to work. Student leadership initiatives include Orange Shirt Day and Treaty Week. Some events involved making bracelets representing Guswentha or Kaswentha (Two Row Wampum), Rock your Mocs day, and 12 days of Christmas including a three on three hockey day at the arena. One student spoke about Mohawk Immersion and studying Native Language classes; D. Martins, S. Sawyer and J. Martin are reviewing the opportunity of offering these classes more regularly
- ii. **Possible Co-Op Program for Indigenous Students:** Lieutenant-Colonel Hatfield and Bombardier Martin presented the program proposal for a military Co-Op with an Indigenous cultural focus
- iii. **Student Correspondence regarding flags:** Discussion included selecting a flag that was inclusive of all Indigenous nations; J. Martin will bring this to the next Indigenous Student Council meeting for student input

**Indigenous Education Advisory Committee**

December 13, 2018 1:00 p.m. to 3:00 p.m.  
Pine Tree Room, Joseph Brant Learning Centre

- iv. **GE Six Nations Ad Hoc Committee Report:** approved last June, undertaking a review of the Native Advisory Committee Terms of Reference
- v. **Principal's Report:** S. McMahon spoke about changes made to community-based programs such as NewStart. He provided an update on the new location at Third Line. It was suggested that a pamphlet be created and provided to parents/community with a media release to be given at a later date.

**C - 1 Sharing of Community Events****(a) S. Sawyer:**

- i. December 6, 2018: Mississauga of the Credit First Nation Hosted Symposium – Key note speakers included: Justice Harry LaForme and Senator Murray Sinclair and topic of presentations included: The Importance of Indigenous Education in the Classroom. There were 25 staff members from Grand Erie District School Board who attended consisting of system staff, primarily secondary teachers, and a few elementary teachers.
- ii. December 18, 2018: Grief Gathering will be held at the Gathering Place from 5:30 p.m. to 8:30 p.m.
- iii. December 16, 2018: Community Wellness Dinner will be held at the Gathering Place between 1:00 p.m. to 4:00 p.m.
- iv. November 24, 2018: Métis Dot Painting Workshop

**(b) J. Martin**

- i. December 19, 2018: The first edition of Indigenous Education will be released in the Two Row Times; this publication will be released quarterly

**(c) C. Green**

- i. December 13, 2018: Nutritional Bingo will be held at the Credit Community Centre
- ii. January 8, 2019: Community Asset Mapping will be held at the MCFN Community Centre from 5:00 p.m. to 8:00 p.m.
- iii. Attended Credit Hosting Symposium with S. Sawyer, very pleased with speakers and presentations

**D - 1 Indigenous Staffing/EQAO****P. Laing**

- (a) Deferred

**E - 1 Ad Hoc Committee Report****D. Martins**

- (a) The report was presented at the Committee of the Whole Meeting on November 12, 2018, in response to the Ad Hoc Committee to review enrolment pressures at McKinnon Park Secondary School
- (b) Two steps were determined: 1) Commitment to continue conversations between Six Nations and Grand Erie District School Board through the Native Advisory Committee and the Indigenous Education Advisory Committee and 2) Development around the action plan in four areas: a) Communication plan (quarterly through media releases) b) Exploring program opportunities c) Joint learning opportunities and d) Launching indigenous community resource list accessible to Grand Erie staff
- (c) The outcome will be to share outcomes with the Indigenous Education Advisory Committee and the Native Advisory Committee

**Indigenous Education Advisory Committee**

December 13, 2018 1:00 p.m. to 3:00 p.m.  
Pine Tree Room, Joseph Brant Learning Centre

C. VanEvery-Albert commented that it is important to recognize and be aware of all the different Nations, emphasizing there is not one “Indigenous Culture”, that they are made up of a variety of differing Nations.

**F - 1 Calendar Amendment****D. Martins**

- (a) **June 21, 2019** – This was brought forward at the October Indigenous Education Advisory Committee meeting by a parent of one of our Six Nations students. She wrote a letter to advocate on behalf of her daughter regarding the scheduling of exams on National Indigenous day in June 2018. The Education Act dictates that accommodations can be provided for students regarding days of observation. Two options were provided to the committee. It was agreed by the committee to recommend the option of scheduling June 21, 2019 as an instructional day. That recommendation was brought to Executive Council, OSSTF, Safe and Inclusive Schools Committee and was approved by the Board. The exam schedule is currently being amended. This was also recognized throughout the province at other boards in taking this monumental step. Communication will be developed for the principals to share with staff and parents.

**G - 1 Correspondence****S. Sawyer**

- (a) Evening meetings – dinner will be provided  
(b) Dinner will be provided at the next meeting February 6, 2018 – please advise of any dietary concerns, respond **before January 31, 2019**  
(c) Selection of the new Chair will occur at the next meeting

**H – 1 Other agenda Items****(a) Chiefs of Ontario Survey Request****D. Martins**

The Chiefs of Ontario are undertaking research with school boards in Ontario and First Nations communities. The research is being done under the direction of the First Nations Lifelong Learning Table – a bilateral process between Chiefs of Ontario and the Province of Ontario. The research will work to guide the ongoing work and activities within the First Nations Lifelong Learning Table and will work to increase our understanding of the existing relationships between First Nations and school boards. The research will also highlight some of the programs and services that are currently available to First Nations students attending provincially funded schools in Ontario and will help us to determine how we can work together to increase success for our students and communities.

D. Fletcher will send out the three links to the committee members in attendance. The deadline to complete is January 25, 2019. It was recommended to complete the appropriate survey links as seen applicable by committee members.

**(b) “What can I contribute to Meaningful Reconciliation” Document****S. Sawyer**

Usha James, VP of TC<sup>2</sup> joined Grand Erie staff to roll this digital resource out on December 6, 2018 to teachers from all areas. The document is aimed towards grade 6, however activities lend themselves to a variety of grades. It will show students how to engage with history and how to move forward building intercultural understanding between non-indigenous and Indigenous people. It was shared with all Six Nations’ principals and Lloyd S. King Elementary. This document is a live document with ongoing amendments.



## H-1-f Indigenous Education Advisory Committee

December 13, 2018 1:00 p.m. to 3:00 p.m.  
Pine Tree Room, Joseph Brant Learning Centre

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J. Burnham from GoodMinds provided the option for this document to be a print resource Or to provide an electronic link. He will send to S. Sawyer.

### I – 1 Next Meeting

- (a) Wednesday February 6, 2019 6:00 p.m. – 8:00 p.m.  
Board Room, Grand Erie District School Board, 349 Erie Avenue

### J-1 Adjournment

- (a) The meeting was adjourned at 1:54 p.m.

Draft



## MINUTES

**Present:** Denise Martins, Jeannie Martin, Sue Noort, Trustee Claudine Vanevery-Albert, Ann Noyes, Pam Davis, Sherri Vansickle, Joe Tice, Sabrina Sawyer, Kathi Krueger, Sharon Williams

**Regrets:** Melissa Turner, Christina Speers

**Absent:** Audrey Powless-Bomberry, Kris Hill

### A - 1 Opening

(a) **Welcome and Introductions/Land Acknowledgement Statement** J. Martin

J. Martin welcomed everyone, and introductions were made.  
D. Martins read the Land Acknowledgement Statement.

**B - 1 Indigenous Student Voice** S. Noort

Susan Noort introduced Heather Vogt, teacher  
The students introduced themselves.

Mrs. Vogt spoke informally to a number of Six Nations and FNMI students about:

- How they felt TTSC was doing in terms of providing opportunities for Six Nations/FNMI students?
- How they felt about the information/events that celebrated Six Nations/FNMI culture at TTSC?
- What they thought we did well, and what they thought we could do better

Mrs. Vogt distributed the report to share with the NAC committee regarding the Moments That Stand Out – Native Homeroom is a highlight which offers snacks and a place to go at lunch time.

Lacrosse Initiative – both the FNMI and non-indigenous students were invited to be part of a lacrosse initiative that includes: watching a lacrosse film, lacrosse skills workshops with professional lacrosse players, speaker series, traditional lacrosse stick making in the workshop

Indigenous Student Council Events – Treaty Week Display/Wampum belt workshop, student-led residential school presentations on Orange Shirt Day – students were engaged and thought it was well done. (presented to five classes)

The Thanksgiving Address – given daily in Mohawk by a grade nine student (spoken over the PA after O Canada).

Overall Areas of Strength – Students really like the lunchtime access to the Native Homeroom

- Lacrosse initiative has been well received by students (improved engagement and confidence)
- Six Nations/FNMI students said they felt included in the school





- Positive attitude toward TTSC and initiatives geared towards the Six Nations/FNMI students

Areas of Improvement – Suggestions made by the students

- More clubs – a drumming club would be of interest to some students
- Trips – a trip to the Mohawk Residential School once the renovations are complete
- More opportunities to meet FNMI kids from other schools
- Better communication about events – many of the students were unaware of events unless they were directly involved
- Students need to be better informed of who they can ask for help

Recommended Next Steps – Work on improving communication about Six Nations/FNMI events and opportunities

- More widespread advertisement/marketing
- Work on improving awareness of ‘who does what’ in terms of providing services and opportunities to Six Nations and FNMI students in our building
- Informational posters around the school
- Classroom visits
- Touching base with students individually

Next Steps – promote NAC 10 course offering for 2019/2020

- Ideally, the school culture of TTSC would be holistically inclusive where Six Nations/FNMI culture is not a separate entity but woven into the overall culture of TTSC.

Question – “What are you doing to show the diversity?”

Answer – sharing the story of the Two Row Wampum and they would like to learn and share more about the different Indigenous Nations including more of the Anishinaabe culture to be more inclusive. Serve more of the cultural foods.

Question – “Why is only the NAC 10 course being run?”

Answer – because of the skill level that is the one they are able to achieve success.

Question – “How much do the other non-native students take part?”

Answer – Only a few at this time.

Question – “How do you give input to Allen?”

Answer – He is an easy guy to talk to and he passes the information on. There is a need to make sure that the rest of the student body has a voice through him. Some of the students may be afraid to express anything negative. Communication is the issue and what works best is word of mouth.

C - 1 **Approval of Minutes**

J. Martin

- (a) Review of November 13, 2018 minutes  
D. Martins moved to approve the minutes; C. Krueger seconded

Action: Trustee C. Vanevery-Albert requested copies of the previous NAC minutes  
J. Martin will send these to her.





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D - 1 Business Arising from the Minutes

- (a) Welcome banner design student feedback J. Martin  
The Indigenous Student Council Meeting was rescheduled to January 17, 2019 so the information regarding the mural will be deferred till the next NAC meeting on February 19, 2019. J. Martin is having an artist come to share ideas at the Indigenous Student Council Meeting.

It was said that if we are going to be actionable we need to get things going by May.

- (b) Revised terms of reference – draft for discussion J. Martin  
J. Martin presented the NAC Terms of Reference revisions drafted from discussion at last NAC meeting. The Committee provided the following input:

- Trustee C. Vanevery-Albert asked, “What is the procedure to having it approved?”
- Answer – Once it is approved D. Martins then brings it forward as an amendment to the board.
- It was suggested the point about NAC facilitating meetings between the Board and the community be removed. Sharon W. thought maybe it should be left because things may come up in the future. Also, it demonstrates to the community the Board’s willingness to work with the community. Sherri agreed, stating, “if it’s about us, include us”.
- It was suggested the wording of the point about the NAC preparing reports for the Board be rephrased to better capture NAC’s actual role in reporting to the Board, being advising and recommending. The staff typically prepare reports, while the Superintendent would present reports to the board.
- Point about NAC undertaking evaluations rephrased to reflect the collaborative approach to this role and to broaden the scope to evaluation of the Education Services Agreement overall, rather than just the part specific to special education. Members noted they had never seen an evaluation of the ESA. It was agreed this should be a part of the Committee’s regular annual cycle.
- Amend section c – representative appointed by Band Council to the Six Nations trustee if these are the same.
- Trustee C. Vanevery-Albert will study the revisions before making comments.
- It was noted, Mississauga’s of the New Credit First Nation are changing their name to the Mississauga’s of the Credit First Nations. This will have to be updated on all Board communications.

Action- forward the draft with revisions and Bylaw 8 to all the members to review and discuss further at the next meeting.



- (c) Student Voice & Principal's Report Templates J. Martin  
J. Martin prepared a Student Report template to help the students prepare their information for reporting to the NAC, and a School Report Template for Principals. The School Report template is to serve as a guide for the schools so they are all reporting information in a consistent format. Principals will be asked to complete their report based on the September 30<sup>th</sup> count date and send to J. Martin by October 15<sup>th</sup> who will compile for the NAC. Thereafter, Principals can speak to their report and provide an update to that information when NAC is at their school. Trustee C. Vanevery-Albert asked, "What is the particular reason for that date?" J. Martin said, "September 30<sup>th</sup> is the count date for the ISC nominal rolls."
- Action – J. Martin will share the School Report template and instructions with the Principal that participate in the NAC meetings.
- (d) Community Based Programs Pamphlet M. Turner  
H. S.S. was not able to attend this meeting, so it will be tabled to the next meeting on February 19, 2019.
- E - 1 **Board Action Plan for Indigenous Education** S. Sawyer  
S. Sawyer reviewed the Board Action Plan for Indigenous Education with the committee
- initiatives have been cut gradually under student success
  - S. Sawyer has taken over the collaborative inquiry. 25 teachers took part. Completed in two days. Looking at part 2 working with 5 teachers, helping them offer the teachings to the schools, great interest in this, last year did 10 schools.
  - Funding for 28 schools was provided for elementary lacrosse program. Funding is also being provided for the lacrosse project at TTSC this year.
  - Indigenous Student Leadership Initiative continues to be supported. S. Hill and J. Martin started last year – to provide support for the schools that want to start an Indigenous student association and participate in the new Indigenous Student Council – those are the students who take part in the student senate. 9 secondary schools took part last year and this year there are 13 out of the 14 secondary schools in the Board! J. Martin commented that it has been great to see how this initiative has also effectively built capacity among staff and how the staff involved often become Indigenous Ed "champions" in their respective schools.
  - The focus on Metis, Inuit perspective has been worked on by the collaborative inquiry.
  - Joint PD with Six Nations continues. November 2<sup>nd</sup> was a full day PD at Six Nations with almost 200 Six Nations and Grand Erie staff participating. Ann Noyes said this PD on Reconciliation was a wonderful day.
  - AQ courses with FNMI focus will be subsidized.
  - Cultural Mentorship Program – Piloting this program at the Nations-New Start campus on 3<sup>rd</sup> line. It was introduced, and the goal is to bring in community members. Time will be spent with the staff and students to find out where they want to go regarding cultural learning. S. Vansickle asked if some of their schools could attend some of the cultural activities, workshops. J. Martin said that opportunity should be available once it is in



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action. Trustee C. Vanevery-Albert asked what the student capacity is at the campus. J. Martin confirmed it is 125 students.

**F - 1 Grand Erie – Six Nations Action Plan**

J. Martin

The Six Nations Action Plan was approved by the Board in November 2018. Actions currently underway were highlighted.

**Communications:**

The community comments in the Ad Hoc Committee report indicated there needs to be more effective communication with them on Board initiatives that have an Indigenous focus. Therefore, a quarterly newsletter will be published this year in the Two Row Times (Nov, Jan, April, June). J. Martin will write the articles, so she will be looking for suggestions from staff.

S. Vansickle commented the articles needs to be reader friendly and avoid using acronyms that may be unfamiliar to the community.

**Program Opportunities:**

Trustee C. Vanevery-Albert asked if the elementary schools are aware of the course selections that are available at the different schools. J. Martin has been promoting course selections with the elementary schools so the students that are transitioning from immersion schools have a more successful time. Mohawk and Cayuga are open to all students, so they need to let them all know that. Changes have to be made in the Powerschool process. It was asked, "What kind of process is in place when the principals are deciding to drop a course?" D. Martins followed up with the principals, and she has made it clear that they need to consult her before they make the final decision to drop a Native language course. J. Martin said it is difficult to recruit language teachers unless they are fulltime positions. S. Williams said McKinnon offers level 1 and 2 Mohawk. Native History and Native Language is also taught by the language teacher. Trustee C. Vanevery-Albert asked what Indigenous Focus Program means. J. Martin said it is any program focused on Indigenous culture.

**Partnership Opportunities:**

The Indigenous Community Resource List, started last year, has been confirmed and posted on the staff portal so all staff have access to it. Trustee Vanevery-Albert asked if a police check would be needed by them. J. Martin answered that it is not required because they are only there for one day and the classroom is supervised by the teacher. IEAC would like to see the list so they can add people from other Nations.

**G - 1 Education Services Agreement Report 2017-18**

D. Martins



D. Martins presented highlights from the report and noted one of the trustees had suggested the OSSLC numbers be included in the report in future. Trustee C. Vanevery-Albert expressed appreciation for work evident in producing the document. Trustee C. Vanevery-Albert, J. Martin and D. Martins will present the report to Band Council. J. Martin suggested January 15<sup>th</sup> and cleared the date with D. Martins and Trustee C. Vanevery-Albert. Committee members are welcome to the presentation of the report to Band Council.

Action – D. Martins will send the report to Trustee C. Vanevery-Albert and J. Martin will arrange a presentation date with Band Council.

#### H - 1 Discussion Items

- Stay Awards Presentation will be January 15, 2019 and everyone is welcome. Ann Noyes requested the list of award winners.
- Trustee Vanevery-Albert suggested providing a copy of the Thanksgiving Address for all of committee members to learn.
- J. Martin asked how long it takes the counsellors to complete the annual nominal roll? S. Vansickle and S. Williams said approximately 3 weeks. They said there were delays because of the computer program and they were unable to use the portal at the same time.
- Thanks, were given for the festive lunch arranged by J. Martin.

#### I - 1 Adjournment

- Next meeting is Tuesday, February 19, 2019 at 9:00 a.m. -11:30 a.m. hosted by Cayuga Secondary School



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## MINUTES

**Chair:** H. Knill-Griesser

**Present:** Andratis, A.; Ash, G.; Baker, W.; Benner, J.; Crabb, A.; Dean, D.; Judson, C.; Kitchen, K;  
Rose, N.; VanKuren, T.; Kitchen, K.; Krueger, C.; Miller, S.; Potichnyj, A.; Bagchee, P.;

**Regrets:** Bibby, C.; Sawyer, S.; Weber, Rob; Dale, J.; Haist, Hodges, T.; Martin, S.; Rose, N.; Seldon, J.

**Recorder:** Heather-Jo Causyn

### A - 1 Opening

(a) **Welcome**

The meeting was called to order by Committee Chair, Heather Knill-Griesser at 1:00 pm.

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

Role of the Committee  
Rainbow Ball

### B - 1 Timed Item

Nil

### C – 1 Operational Matters

(a) **Equity Conference Feedback**

- Port Rowan and Brier Park Schools were the winners of the equity resources
- Conference was well received

(b) **OUTShine Summit 2019**

- May 17-19, 2019 in Fredericton, New Brunswick
- Information regarding OUTShine Summit 2019 will be sent to secondary schools
- In the past funding has been provided mainly through student fundraising with some assistance from the Safe and Inclusive Committee

(c) **Census**

- Maximize feedback for future tracking
- Funding has been received to hire a person to oversee the census project
- Testing will occur following March Break
- Messaging will be an important key to the success of the census and will be provided through the principals to staff, students and parents (ie., information could be shared with parents through report cards, message on School Messenger)
- Data collected will assist in determining which groups are feeling marginalized, resources could then be allocated to those groups



## H-1-h Safe and Inclusive Schools Committee

Thursday, January 10, 2019, 1:00 p.m.  
Board Room, Education Centre

- Connect with groups in the community to indicate the importance of student participation
- A media release will be published
- “Frequently Asked Questions” will be developed
- Questions relating to sexual orientation are for students in grade 9-12
- Census could be seen as controversial to parents
- Schools will develop an implementation plan (i.e., choose dates)
- Students will need to learn how to access their email (i.e., username and passwords)
- Incentive – three schools that have the highest rate of participation will receive \$500 in funding for Equity projects
- Next Phase: provide census to employees, confidentiality and anonymously, to determine how they see the Board supporting them

### (d) Role of the Committee

- There was discussion regarding the inclusion of such things as suspensions, violent incidents, etc. to the meeting agenda
- L. Latrielle will be invited to attend the next meeting

### (e) Rainbow Ball

- The Rainbow Ball will be held at Delhi District Secondary School on May 2<sup>nd</sup>, 2019

### C – 1 Next Meeting

The next meeting of the Safe and Inclusive Schools Committee is scheduled to be held on Thursday, March 21, 2019.

### C - 1 Adjournment

The meeting was adjourned at 2:15 pm.