



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

MINUTES

Present: S. Gibson– Committee Chair, G. Anderson, R. Collver, D. Dean, E. Dixon, B. Doyle, J. Richardson, C.A. Sloat, C. Speers, D. Werden, Z. Garbaty (Student Trustee), A. Hauser (Student Trustee)

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

Regrets:

Trustees: C. VanEvery-Albert, I. Doxtador-Swamp (Student Trustee)
Administration: L. De Vos

A - 1 Opening

(a) Roll Call

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

(b) Declaration of Conflict of Interest

Nil

(c) In Camera Session

Moved by: B. Doyle

Seconded by: C.A. Sloat

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 Committee Chair, S. Gibson at 7:15 p.m.

(e) Agenda Additions/Deletions/Approval

Presented as printed.

Moved by: R. Collver

Seconded by: G. Anderson

THAT the Agenda be approved.

Carried



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

(f) **In Camera Report**

Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the resignation of Brenda Blancher, Director of Education, for the purpose of retirement, effective the end of the day on July 31, 2020, be accepted with regret.

Carried

G. Anderson, on behalf of the Trustees, thanked B. Blancher for all her service with the Board and wished her well.

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

(a) **Response to Transportation Safety Concerns Delegation**

R. Wyszynski referred to the Response to Transportation Safety Concerns Delegation report providing a high-level overview of the background and additional information. R. Wyszynski reviewed the next steps.

D. Dean asked for information on “holistic incident tracking system”? R. Wyszynski responded it is a system for capturing and tracking all transportation complaints.

B. Doyle asked how many buses contain cameras and would like to see all buses equipped with cameras but understands this requirement would have a cost impact. R. Wyszynski invited P. Kuckyt, Manager of Transportation to the table. P. Kuckyt responded that currently 5% of the full-size buses within our fleet contain camera systems and are used when regular buses are in for scheduled maintenance. P. Kuckyt further responded that we have advised the operator that when a spare driver is assigned to the route in question, that a bus equipped with a camera system is to be used.

Moved by: D. Werden

Seconded by: C. Speers

THAT the Grand Erie District School Board receive the Response to Transportation Safety Concerns Delegation as information.

Carried

(b) **Document Management System Scope**

R. Wyszynski referred to the Document Management System Scope report providing a high-level overview of the background and additional information which included the example of a typical implementation cost for such system.

C.A. Sloat commented that she understands the purpose and importance of the Document Management System but also shared her concern that that the cost may come in higher once



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

the requirements are determined (i.e.: electrical drops) and it is extended to additional departments.

Moved by: C.A. Sloat

Seconded by: D. Dean

THAT the Grand Erie District School Board approve moving \$120,000 in funds from Board Initiative funds to support the Document Management System.

Carried

(c) **Joint Use of Facility Agreement: Next Steps**

R. Wyszynski referred to the Joint Use of Facilities Agreement (JUFA): Next Steps report providing high-level overview of background, additional information and next steps.

D. Werden would recommend that we wait for the Catholic Board to bring their recommendations to us.

C.A. Sloat believes that we need to move forward with a JUFA with the City of Brantford. G. Anderson agrees with C.A. Sloat.

D. Dean supports the JUFA with the City of Brantford.

R. Collver agrees that we move forward with JUFA with the City of Brantford and agreed that we wait until the BHNCDSB approaches us.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board direct the Superintendent of Business to negotiate a renewal of the Joint Use of Facilities Agreement with the City of Brantford.

Carried

C - 1 **Director's Report**

Director's highlights:

- **Our first meeting of 2020** – 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 deadline is February 7th)
- **Elementary PA Day** – next Monday, the 20th is a PA Day for Elementary schools for the purpose of student assessment and evaluation.
- 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 23rd.
 - **Grade 9 Math EQAO Assessment** – as was shared with Trustees last Wednesday, due to OSSTF job sanctions stating that teachers are not to organize or administer



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

EQAO testing, we have made the decision to not administer the Grade 9 Math Assessment which was scheduled to start this week.

- On Wednesday (January 8), the Minister of Education announced that school boards will make local decisions about whether the province-wide EQAO Grade 9 Mathematics Assessment will proceed during on-going job action.
- In a statement issued on January 8, the Minister of Education said that students who do not take the EQAO Grade 9 Math Assessment in January will need to take the test in June. We will await further direction from the Ministry with regards to this.
- **Vision 20/20 STEAM Conference** – a joint venture with BHNCDSD, scheduled to take place on February 20th at the Sanderson Centre and Laurier Brantford. Secondary school students from across Grand Erie are being invited to the event.
- **Amendments to the Ontario College of Teachers Act, 1996** – reference to Ontario Regulation 271/19 – Proficiency in Mathematics
 - Effective Monday, December 2, 2019, the government has made amendments to Ontario Regulation 271/19 to:
 1. Exempt applicants that are seeking a certificate of qualification and registration to be teachers of Native languages from the requirement to take the test.
 2. Remove the multiple-choice format requirement to take advantage of all current assessment technology available in designing tests.
 3. Require 70 per cent of the math test to assess math content from the mathematics curriculum for grades 3 to 9, rather than grades 3 to 11. The remainder will assess math pedagogy.
 4. Permit other entities to administer the test, in addition to the faculties of education, provided that the Minister of Education is satisfied that the entity will:
 - a. offer the test to any applicant for a certificate of qualification and registration, and any existing member of the College who wishes to take the test;
 - b. offer to administer the test at least three times a year;
 - c. administer the test in both English and French; and
 - d. accommodate individuals with disabilities within the meaning of the *Human Rights Code* and administer the test in accordance with Ontario Regulation 271/19 and the instructions prepared by EQAO.

These amendments are intended to facilitate and support the successful implementation of the math proficiency test. The ministry understands the amount of work that needs to take place in order to implement the test in 2020 and we appreciate the collaboration of our partners to meet this commitment.

- **Heads-Up re: the 2020-21 School Year Calendar** - As was the case for both the 2009-10 and 2015-16 school years, due to Labour Day falling on September 7th, there are not the required 194 school days between the first day of school and the last day of



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

June. This means the possibility of school starting prior to Labour Day this year, as was the case in 2009 and 2015. At this point the initial proposal is for 2 days scheduled the week of August 31st. These days can be either PA days, instructional days or a combination of the two. The School Year Calendar Committee, under the leadership of Wayne Baker, meets on January 21st to make recommendations on the 2020-21 calendars – the draft proposed calendars will then go to the Board of Trustees on February 10th for approval and submission to the Ministry of Education for final approval.

Moved by: G. Anderson

Seconded by: D. Werden

THAT the Grand Erie District School Board receive the Director's Report of January 13, 2020 as information.

Carried

D - 1 New Business – Action/Decision Items

(a) **Mississaugas of the Credit – Education Services Agreement**

D. Martins referred to the Mississaugas of the Credit – Education Services Agreement Report providing a high-level overview of the 2018-19 report.

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Mississaugas of the Credit – Education Services Agreement Report as information.

Carried

(b) **Mileage Remuneration**

R. Wyszynski referred to the Mileage Renumeration Review Report noting Canada Revenue Agency's automobile allowance tables for 2020 rates has not yet been released and Sr. Administration recommends this report be presented every February.

(c) **Special Education Advisory Committee (SEAC) Membership**

L. Thompson referred to the Special Education Advisory Committee (SEAC) Membership report providing high-level overview on background, additional and next steps.

Moved by: E. Dixon

Seconded by: D. Dean

THAT the Grand Erie District School Board approve the addition of Joe Trovato and Paula Boutis as Community Representatives to the Special Education Advisory Committee.

Carried



D – 2 New Business – Information Items

(a) **Category III Trips**

B. Blancher presented the Category III Trips Report as printed.

Moved by: C.A. Sloat

Seconded by: B. Doyle

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

Carried

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

R. Wyszynski referred the Enrolment vs Capacity by School report provided high-level overview on background and the summary tables noting these numbers are as of October 31, 2019.

G. Anderson stated his concerns with regards to the low enrolment at the secondary schools in Haldimand and the need for a secondary school in West Brantford. G. Anderson asked R. Wyszynski, if the Ministry removed the Accommodation Review moratorium, how many secondary schools do we believe that the Ministry would expect us to close in order to consider a new secondary school in West Brant? R. Wyszynski responded that he believes the Ministry would require that two Brantford secondary schools close.

R. Collver asked if we have heard any news of the accommodation review moratorium being released and also believes the Board needs to highlight this concern to the Government.

D. Werden suggested that the Board send a letter to the Minister that the moratorium needs to be cancelled.

C.A. Sloat suggests that the Chair and Vice Chair visit our local MPPs to discuss this matter again.

C. Speers shared her support for sending a letter to the Ministry and also holding meetings with the local MPPs but further noted the need to look at a more comprehensive long-term approach with respect to school closures. R. Wyszynski responded that the comprehensive long-term data is provided in the Quality Accommodations report that is presented each April.

J. Richardson asked about the portables at Hagersville and Tollgate. R. Wyszynski responded that we are decreasing the use of portables but that some cannot be relocated/moved due to condition.



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

R. Collver asked how difficult would it be to pull out data on how much it costs the Board to operate the secondary schools with low capacity/enrolment? R. Wyszynski stated that this can be done but we need to identify what cost data Trustees would like to see. R. Wyszynski added that we can provide the same cost analysis that is provided to the Ministry for Capital submissions. R. Collver added that she supports meeting with the local MPPS but believes that we need to have the costs data for that meeting.

D. Werden asked if we are providing adequate programming in the schools with low enrolment and can we get what the cost is per student to provide the required programming. B. Blancher responded we pulled this data when looking to close Port Dover Composite but noted that enrolment at PDCS was much lower than at any current secondary schools

G. Anderson stated that he appreciates going to local MPPs but does believe that we are in a difficult position and secondary school closures do not go well in the community.

Moved by: C. Speers

Seconded by: D. Dean

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

Carried

(c) **Grand Erie Learning Alternative (GELA) Annual Report**

L. Munro referred to the Grand Erie Learning Alternatives (GELA) Annual report providing a high-level overview on background, updates of programs and services offered by GELA, summary and next steps.

C.A. Sloat referred to the Summer Literacy and Numeracy Program for elementary students and asked if there are any plans to promote this more? L. Munro responded summer school is promoted to all Grand Erie students. We work with the Communication team to support promotion. Additionally, the principal of Summer School also connects with schools and Guidance staff to promote.

C.A. Sloat referred to the e-Learning over 21 years of age data noting the high enrolment but the low success rate and asked if follow-up occurs to why the lack of engagement of the students. L. Munro responded that we have an Engagement Coach and we are looking at how we get more students involved and earning the credits.

Moved by: G. Anderson

Seconded by: B. Doyle

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

Carried



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

(d) **Request from the Children's Safety Village of Brant**

B. Blancher referred to the Request from the Children's Safety Village of Brant report providing a high-level overview and noting that the Safety Village has recently secured a new location on municipal property. The Safety Village is seeking an investment of \$800,000 from both local school boards with a 70/30 split between Grand Erie District School Board and Brant Haldimand Norfolk Catholic District School Board. The total investment request for Grand Erie would be \$560,000.

B. Blancher noted that during the meeting it was shared with the Safety Village representatives how school boards are funded by the Ministry and the budget cycle within school boards.

G. Anderson support that we continue with the small contribution through our annual budget process

R. Collver does not support giving the Safety Village any more funds and noted we have other community organizations that support our students.

C.A. Sloat agrees that we do not provide further funds and supports that a letter from the Chair and the Director of Education be sent.

C. Speers does not support providing additional funds.

Moved by: C. Speers

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Request from the Children's Safety Village of Brant report as information.

Carried

Moved by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board directs the Chair of the Board and the Director of Education to send a letter to The Children's Safety Village of the Board's decision.

Carried

R. Collver left the meeting at 8:30 p.m.

J. Richardson left the meeting at 8:33 p.m.



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

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

(a) **HR4 Health & Safety**

R. Wyszynski noted Policy HR4 Health and Safety was circulated to appropriate stakeholders for comments. R. Wyszynski reviewed the comments received and revisions made to the policy.

Moved by: B. Doyle

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve Policy HR4 Health & Safety.

Carried

(b) **HR5 Harassment/Objectionable Behaviour**

S. Sincerbox noted Policy HR5 Harassment/Objectionable Behaviour was circulated to appropriate stakeholders for comments. S. Sincerbox reviewed the comments received and revisions made to the policy.

Moved by: C.A. Sloat

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve Policy HR5 Harassment/Objectionable Behaviour.

Carried

(c) **SO13 Access to School Premises**

W. Baker noted Policy SO13 Access to School Premises was circulated to appropriate stakeholders for comments. W. Baker reviewed the comments received and revisions made to the policy.

C.A. Sloat shared that safety is important but does believe a blanket model in locking entry doors for secondary schools is too restrictive.

B. Blancher responded that there was a long discussion at Executive Council regarding this and we landed on safety over convenience.

A. Hauser shared her concern that there are number of portables at MPSS and to lock the access points by the portables would be inconvenient. W. Baker responded that we would implement the same process that we do for elementary schools in that an access badge be given if a student requires the use of the facilities.

Z. Garbaty shared his concerns with regarding to NPC and that a number of students leave the school during lunch and would suggest considering doors are locked only through instructional time.



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

B. Blancher commented that we need to work with each Secondary Administrator to ensure we meet the needs of their school while still ensuring safety for our students.

Moved by: D. Werden

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve Policy SO13 Access to School Premises.

Carried

Z. Garbaty opposed the recommended motion.

(d) **SO14 Equity and Inclusive Education**

W. Baker noted that Policy SO14 Equity and Inclusive Education has been identified for review, will be going out for comments and reviewed the suggested revisions.

Moved by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board forward Policy SO14 Equipment and Inclusive Education to all appropriate stakeholders for comments to be received by February 27, 2020.

Carried

(e) **SO15 Out of Classroom Field Trips and Excursions**

B. Blancher noted that Policy SO15 Out of Classroom Field Trips and Excursions has been identified for review, will be going out for comments and reviewed the suggested revisions.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board forward Policy SO15 Out of Classroom Field Trips and Excursions to all appropriate stakeholders for comments to be received by February 27, 2020.

Carried

(f) **SO22 Fees for Learning Materials and Activities**

D. Martins noted that Policy SO22 Fees for Learning Materials and Activities has been identified for review, will be going out for comments and reviewed the suggested revisions.

Moved by: B. Doyle

Seconded by: G. Anderson

THAT the Grand Erie District School Board forward Policy SO22 Fees for Learning Materials and Activities to all appropriate stakeholders for comments to be received by February 27, 2020.

Carried



(g) **SO26 Events Planning and Organizing Policy**

B. Blancher noted that Policy SO26 Events Planning and Organizing Policy has been identified for review out of cycle. B. Blancher noted this policy will be going out for comments and reviewed the suggested revisions.

Moved by: B. Doyle

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board forward PolicySO26 Events Planning and Organizing Policy to all appropriate stakeholders for comments to be received by February 27, 2020.

Carried

(h) **SO28 Student Concussions and Head Injury**

R. Wyszynski referred to SO28 Student Concussion and Head Injury report noting that SO28 was approved in June 2019 by Board, however recent revisions for PPM158 have resulted in mandatory revisions to Policy. R. Wyszynski reviewed the suggested revisions.

Moved by: G. Anderson

Seconded by: D. Werden

THAT Bylaw 9 – Processes for Development of Bylaws, Policies and Procedures be waived with respect to circulating Policy SO28 – Student Concussion and Head Injury to all appropriate stakeholders for comments.

Carried

Moved by: G. Anderson

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve SO28 Student Concussions and Head Injury.

Carried

(i) **SO30 Management of Potentially Life-Threatening Health Conditions in Schools**

L. Thompson noted that Policy SO30 Management of Potentially Life-Threatening Health Conditions in Schools is not scheduled for review until October 2020, however there has been updates to the process for documentation of administration of medication and student medical plans. As a result, the policy requires updates. L. Thompson provided a high-level overview of the suggested revisions and noted this Policy will be going out for comments.

C.A. Sloat requested that when this is rolled out to the system, we advise that Procedure SO102 has been incorporated into this Policy.



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

Moved by: C.A. Sloat

Seconded by: E. Dixon

THAT the Grand Erie District School Board forward Policy SO30 – management Potentially Life-Threatening Health Conditions in Schools to all appropriate stakeholders for comments to be received by February 27, 2020.

Carried

(j) **SO32 Exclusion of Students**

W. Baker noted Policy SO32 Exclusion of Students was circulated to appropriate stakeholders for comments. W. Baker reviewed the comments received and revisions made to the policy.

G. Anderson shared his concerns. B. Blancher responded that there are layers to this process, and it is quite involved and also Superintendents will work with Administrators on this. She also noted that there are a lot of checks and balances in this policy.

C.A. Sloat asked where the language came from with respect to the Chair not voting except in the event of a tie. W. Baker responded that this was reviewed by legal and further noted the Chair of the Appeal is the Chair of the Board. W. Baker further noted that our bylaw refers to Committee of the Whole and Board Meetings only not to appeal bodies.

C.A. Sloat asked for an amendment on Page 6 add “Chair with consultation with the Board may grant permission”

D. Werden stated that this Board operates under Roberts’ Rules and believes that we need to stay with our practice.

It was recommended that we follow voting rules of our current Bylaw.

Moved by: G. Anderson

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve Policy SO32 Exclusion of Students, as amended

Carried

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

(a) **P101 Request for Core French Exemption**

In L. De Vos’ absence, D. Martins noted Procedure P101 Request for Core French Exemption was circulated to appropriate stakeholders for comments. D. Martins reviewed the comments received and revisions made to the policy.



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive Procedure P101 Request for Core French Exemption as information.

Carried

(b) **SO108 Community Service Providers and Schools Working Together**

L. Thompson noted that Procedure SO108 Community Service Providers and Schools Working Together has been identified for review, will be going out for comments and reviewed the suggested revisions.

Moved by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board forward Procedure SO108 Community Services Providers and Schools Working Together to all appropriate stakeholders for comments to be received by February 27, 2020.

Carried

(c) **SO111 Fire Safety and Fire Safety Plans**

R. Wyszynski noted that SO111 Fire Safety and Fire Safety Plans is a new procedure which was originally an Administrative Memo. R. Wyszynski reviewed the draft procedures that will be going out for comment.

Moved by: B. Doyle

Seconded by: D. Werden

THAT the Grand Erie District School Board forward Procedure SO111 Fire Safety and Fire Safety Plans to all appropriate stakeholders for comments to be received by February 27, 2020.

Carried

(d) **SO120 Student and Visitor Injuries/Accidents**

R. Wyszynski noted Procedure SO120 Student and Visitor Injuries/Accidents was circulated to appropriate stakeholders for comments. R. Wyszynski reviewed the comments received and revisions made to the policy.

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve SO120 Student and Visitor Injuries/Accidents

Carried



Committee of the Whole Board Meeting

Monday, January 13, 2020
Education Centre, Board Room

F - 1 **Other Business**

Nil

G - 1 **Correspondence**

Nil

H - 1 **Adjournment**

Moved by: C.A. Sloat

Seconded by: C. Speers

THAT the meeting be adjourned at 9:24 p.m.

Carried

Committee of the Whole Board Chair, S. Gibson