



## MINUTES

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

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

**Regrets:**

**Trustees:** Nil  
**Administration:** Nil

**A - 1 Opening**

**(a) Roll Call**

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

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

D. Dean declared a conflict of interest for In Camera Agenda Item B-1-c.

**(c) In Camera Session**

Moved by: S. Gibson

Seconded by: C. VanEvery-Albert

THAT the Board move into In Camera Session to discuss Personnel and legal matters at 6:36 p.m.

**Carried**

**(d) Welcome to Open Session**

The Public Session meeting was called to order by Chair, G. Anderson at 7:17 p.m.

**(e) Memorials**

(i) B. Doyle read the memorial statement for A. Ottley, Jarvis PS.

(ii) D. Werden read the memorial statement for C. Reppington, Lakewood ES

(iii) C. VanEvery-Albert read the memorial statement for M. Green, Hagersville SS

(iv) D. Dean read the memorial statement for H. Christopherson, Tollgate Technological Skills Centre

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

Moved by: R. Collver

Seconded by: E. Dixon

THAT the Agenda be approved.

**Carried**



(g) **In Camera Report**

Moved by: C.A. Sloat

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve B-1-c.

**Carried**

(h) **Presentations**

Nil

(i) **Delegation**

Nil

**B - 1 Approval of Minutes**

(a) **Regular Board Meeting – March 30, 2020**

Presented as printed.

Moved by: R. Collver

Seconded by: B. Doyle

THAT the Minutes of the Regular Board Meeting, held March 30, 2020 be approved.

**Carried**

(b) **Committee of the Whole Board – April 6, 2020**

Presented as printed.

Moved by: S. Gibson

Seconded by: C. VanEvery-Albert

THAT the Minutes of the Committee of the Whole Board Meeting, held April 6, 2020 be approved.

**Carried**

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

Nil

**D - 1 Director's Report**

Director's highlights:

- **School Closure** - We are entering week 6 of the school closure period and week 4 of teacher-led learning and this is our third virtual meeting of the Board of Trustees. We have also had virtual Director/Trustee teleconferences, a virtual budget meeting and this week we will have our Quality Accommodations Committee Meeting virtually. The



Senior Team meets virtually on a regular basis and we have continued our regular Wednesday Exec Council meetings throughout this time of closure. While we continue to have challenges, B. Blancher is proud of the way we have all come together to solve issues and to conduct board business in new ways in order to keep moving forward during this unprecedented closure period. As Trustees are aware, yesterday the Minister of Education announced that all publicly funded schools will remain closed until at least May 31<sup>st</sup>. The extension is based on advice from the Chief Medical Officer of Health and is part of the government's ongoing effort to stop the spread of the virus.

- **Continuity of Learning – Memo from the Deputy Minister regarding Students with Special Education Needs and Mental Health Supports – received April 21<sup>st</sup>** This memo was shared with Trustees via email late last week. The memo provides guidance to school boards with respect to supporting the mental health and wellness of students, and information about school board support of students with special education needs. Topics covered in the memo include Identification, Placement, and Review Committees (IPRC's), Individual Education Plans (IEPs), Assistive Technology and Special Education Advisory Committees. Superintendent Thompson and her team have reviewed the memo to ensure that Grand Erie is following the direction of the Ministry of Education and our SEAC is meeting through Microsoft Teams on May 14<sup>th</sup>.
- **Education Week** – while we certainly won't be recognizing Education Week in the way we have in the past, B. Blancher would still like to recognize the fact that May 4 – 8 is Education Week and would like to acknowledge all of our Grand Erie staff for shifting gears and being responsive to our students and families.
- **Update on Device Deployment** – B. Blancher asked L. Munro to provide this update
  - L. Munro shared an update on the device deployment and Wi-Fi schedule. L. Munro stated that Phase 1 was focused to get devices out to all Secondary followed by Elementary
    - Secondary - 475 devices have been deployed to students, and the number of outstanding requests for secondary is: 120 for devices and internet, and 140 for internet only.
    - Elementary – total number of required devices is 980 of which 825 are laptop for Grade 1 – 8 and about 155 are tablets for Kindergarten learnings. 480 laptops were deployed to Elementary Schools which starting with Haldimand last Friday, on April 28 laptops will be deployed to Norfolk and on April 31 laptops will be deployed to Brant/Brantford. The decision was made last week to provide of kindergarten student require devices with tablets, they have been reimaged and will be available for deployment mid this week.
    - Internet (WIFI) Connection – the total number is 600: 260 secondary/340 elementary – within those numbers some required just internet while some required both internet and devices.



- L. Munro stated that she is proud of the ITS department's efforts to look at numerous ways to support student learning and that we are being fiscally responsible and the solution that we landed on was the use of iPads. To support Wi-Fi, we are going to order 545 iPads through Apple that will see families who don't currently have internet access, receive free Wi-Fi for 3 months and the iPads will be leased for 6 months. The other solution for Wi-Fi that has come forward is specifically for students on reserve - 85 students on reserve that require Wi-Fi and the solution that has been presented was the use of Android phones to go along with board devices to be used as hotspots for connectivity.
  - C. VanEvery-Albert stated that there have been some connectivity issues, and have they been solved? L. Munro responded that there are still some connectivity issues in areas and are looking for solutions for example a bus hub. B. Blancher added that students get a phone and a device, and the phone is really to help them access the internet to be used a hotspot.
  - C.A. Sloat asked do we have approximate cost and assuming the Ministry has not forwarded funds but that we may find other savings that can be used to pay for this? R. Wyszynski responded the cost could be covered by savings that we have and will be covered in more detail under the Quarterly Budget Report later on the agenda, but the outlook is that we will be able to absorb this purchase. R. Wyszynski added that the Ministry has not provided any additional funds and believes they know that schools are dealing with on a micro level.
  - R. Collver asked for clarification if we are leasing or purchasing? L. Munro responded that we looking to lease for 6 months with an option to purchase at the end of the lease agreement and the timeline for delivery of those iPads is two weeks. R. Collver asked what is the return on them? L. Munro responded the expectation is that the devices will be returned at the end of the 6 month period and that the devices will be "bricked" by IT Services so that the device no longer has a working capacity when the lease ends- which would increase the likelihood of them being returned as they will not be functional.
  - B. Doyle asked why both the phone and tablet, if a tablet has a data plan? L. Munro responded the tablet does not offer a data plan it is one of our board devices similar to a laptop. L. Munro stated that we did consider using a cell phone as a tether, but we were unable to manage the same price point and our next option



was to use the iPads. L. Munro added one question that may come up is why we are giving a device and an iPad and pedagogically our board for students Grade 1 to 8 has always used the laptop for creation and demonstration of learning, and we wanted to be consistent with the way we leverage pedagogy using devices.

- S. Gibson thanked L. Munro and the ITS team for the quick turn around to support our students and families.
- J. Richardson asked about families that haven't been contacted, do we still have a gap? B. Blancher responded that a survey was to due on Friday and she has not seen the results yet. B. Blancher also noted that some families are opting not to communicate with us.

Moved by: C. VanEvery-Albert

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Director's Report of April 20, 2020 as information.

**Carried**

E - 1 **Student Trustees' Report**  
Nil.

F - 1 **Committee Report**

(a) **Committee of the Whole Board – April 6, 2020**

Moved by: S. Gibson

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve the recommendations from the April 6, 2020 Committee of the Whole Board meeting as follows:

1) **In Camera Report**

THAT the Grand Erie District School Board approve Brenda Blancher continuing in the role of Director of Education, under all mutual covenants, agreements and addendums contained in her current contract, and subject to any Executive Compensation increases, until a new Director is available to start or December 31, 2020 whichever comes first.

2) **Community Use of Schools Position**

THAT the Grand Erie District School Board directs Sr. Administration to move forward with the Community Use of Schools Position.



- 3) **French Immersion Program at Simcoe Composite School**  
THAT the Grand Erie District School Board approve Sr. Administration to implement an Extended French Program (7 credits) instead of the French Immersion Program (10 credits) at Simcoe Composite Secondary for the 2020-21 school year.
- 4) **Director's Report**  
THAT the Grand Erie District School Board receive the Director's Report of April 6, 2020 as information.
- 5) **Trustees' Expenses Report**  
THAT the Grand Erie District School Board receive the Trustees' Travel and PD Expenses Report as information.
- 6) **eLearning Annual Report**  
THAT the Grand Erie District School Board receive the eLearning Annual Report as information.
- 7) **SO1 Fundraising**  
THAT the Grand Erie District School Board forward Policy SO1 Fundraising to all appropriate stakeholders for comments to be received by May 28, 2020.
- 8) **SO14 Equity and Inclusive Education**  
THAT the Grand Erie District School Board approve Policy SO14 Equity and Inclusive Education, as amended.
- 9) **SO15 Out of Classroom Field Trips and Excursions**  
THAT the Grand Erie District School Board approve Policy SO15 Out of Classroom Field Trips and Excursions.
- 10) **SO22 Fees for Learning Materials and Activities**  
THAT the Grand Erie District School Board approve Policy SO22 Fees for Learning Materials and Activities.
- 11) **SO26 Events Planning and Organizing**  
THAT the Grand Erie District School Board approve Policy SO26 Events Planning and Organizing.
- 12) **SO30 Management of Potentially Life-Threatening Health Conditions in Schools**  
THAT the Grand Erie District School Board approve Policy SO30 Management of Potentially Life-Threatening Health Conditions, including Administration of Medication, in Schools.



- 13) **SO102 Administration of Prescribed Medications, including Medicinal Cannabis, in Schools**  
THAT the Grand Erie District School Board rescind Procedure SO102 Administration of Prescribed Medications, Including Medicinal Cannabis, in Schools.
- 14) **SO105 Privacy Breach Protocol/Procedure**  
THAT the Grand Erie District School Board forward Procedure SO105 Privacy Breach Procedure to all appropriate stakeholders for comments to be received by May 28, 2020.
- 15) **SO108 Community Service Providers and Schools Working Together**  
THAT the Grand Erie District School Board receive Procedure SO108 Community Service Providers and Schools Working Together as information, as amended.
- 16) **SO111 Fire Safety and Fire Safety Plan**  
THAT the Grand Erie District School Board receive Procedure SO111 Fire Safety and Fire Safety Plan as information.
- 17) **SO114 Do No Resuscitate (DNR) Confirmation Form**  
THAT the Grand Erie District School Board forward Procedure SO114 Do Not Resuscitate (DNR) Confirmation Form to all appropriate stakeholders for comments to be received by May 28, 2020.

C.A. Sloat asked to divide Recommendation #2.

A Vote was taken on Recommendations #1 and #3 to #17. **Carried**

C.A. Sloat stated that she has concerns about the position, is this a time to be hiring central staff when so much is going on in the system, what happens if this job is not cost neutral, and what happens if the money that is raised for rents that may affect our before and after school programs and there may be unintended consequences with this position. C.A. Sloat further stated that she cannot support this position.

C. Speers added that she was the one who initially brought up the concerns with respect to the before and after and school program but with this being a cost neutral position or even profitable, she fully supports this position and has full confidence in the system that we will mitigate any risk as we go.

A Vote was taken on Recommendation #2. **Carried**



G - 1 **New Business**

(a) **Enrolment Update**

R. Wyszynski referred to the Enrolment Update report noting the Average Daily Enrolment (ADE) is reported to the Ministry of Education on October 31 and March 31 each year and provided an overview on the following:

- Elementary Enrolment Update
- Secondary Enrolment Update
- Grand Erie Enrolment History

Moved by: E. Dixon

Seconded by: D. Dean

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

**Carried**

(b) **Quarterly Budget Report**

R. Wyszynski referred to the Quarterly Budget report for the six months ended February 29, 2020. R. Wyszynski stated that this was the most challenging report to put together for the following reasons:

1. Strike days - we withheld salaries from staff and are required to send a report to the Ministry summarizing those strike days by employees - strike saving and plus any strike costs will reduce our GSN.
2. 7<sup>th</sup> week of closure with respect to COVID-19 pandemic, there has been different volatility and seen curtailment in many expenses and a lot has been tough to understand
  - small increase in enrolment when compared to revised estimate that had modest increase to GSN
  - \$392,000 in savings as result of lower utilization of Occasional Teachers, Educational Assistants and ECEs
  - at the end of February, we were overspent on Occasional Teacher costs when compared to the same timeframe in 2018-19 by just over \$1M – had the school year not been affected by the closure we may have seen significant pressure in this area
  - expecting to see a decrease in the following:
    - \$175,000 in materials and supplies – decrease in consumables
    - \$140,000 for professional development
    - \$161,000 for transportation
    - \$40,000 for snow removal contract





- \$76,000 anticipated in energy utilization – hydro and water that are tied to directly to building usage
- Investments we are seeing
  - \$225,000 in technology to support learning from home - \$140,000 for Rogers and iPads and the difference is a provision for future costs in the event additional resources are needed for staff or students
  - \$400,000 increase to WSIB which is tied to mental health/wellbeing and concussions and the Ministry does not provide funding for this

R. Wyszynski stated that even though the 2019-20 Revised Estimate reported a balanced budget based on the items presented we are looking at a modest surplus of \$263,000 compared to the budget presented in June 2019. R. Wyszynski added that some of the biggest risks are related to the length of the provincially ordered closure, some costs may continue to be reduced but could be offset for costs required to develop and maintain a new learning environment. The Ministry has maintained that the GSNs will not be reduced but there is always a risk the surpluses could be clawed back once boards file annual financial statements. There are a lot of unknowns at this time such as additional costs to reopen schools.

C. Speers asked about the discussion and delegation around the bus issue in Paris and we had taken on the resolutions for this fiscal year, where and when do we table it and how do we push for the funding to make the bus permanent? R. Wyszynski stated that Board decided to approve that onetime exception for 2019-20 pending the Municipality's response to building a path down the Lion's Park through to Mechanics Ave. In the event that does not happen, we will likely receive a similar request for an exemption for 2020-21 and it would cost the Board additional money. R. Wyszynski added with regards to receiving additional funds for transportation, unfortunately the transportation funding is generated in a such a way that we have very little input on how much we get and only goes up when a board increases their enrolment or overspends their allocations – Grand Erie has never overspent our allocation. G. Anderson added that we did not receive a formal answer from the County of Brant.

C.A. Sloat asked for clarification that a report needs to be completed by employees and is that a Ministry requirement? R. Wyszynski responded we will do a report internally by employee to make sure we can reconcile to the total, but the Ministry will want to a high level and may audit each boards response and we will need that detail. R. Wyszynski also added that we will need to include any strike cost that we were able to demonstrate that were above and beyond our normal operations. C.A. Sloat asked do you see us having cost above and beyond that we should have a good case to get some funding return? R. Wyszynski responded that one of the areas that we may be able to get cost is in Payroll



because we were unable to successfully recruit, and we were forced to use the services of a temporary agency for relief.

Moved by: C. VanEvery-Albert

Seconded by: C. Speers

THAT the Grand Erie District School Board receive the Quarterly Budget Report for the six months ended February 29, 2020 as information.

**Carried**

(c) **Work Force Report**

S. Sincerbox referred to the Workforce Report which is received by Trustees three times a school year, November, February and April. The report provides totals by employee group/position, relative to budget. Noted the addition of a DECE allocated to Ryerson Heights to respond to enrolment pressures.

Moved by: D. Werden

Seconded by: E. Dixon

THAT the Grand Erie District School Board approve the Work Force Report with data as of March 31, 2020.

**Carried**

(d) **Contract Award – Masonry Restoration for Cayuga Secondary School**

R. Wyszynski referred to the Contract Award – Masonry Restoration for Cayuga SS Project report noting Tender 2020-12-T was issued on March 4, 2020 and closed on April 20, 2020. R. Wyszynski noted 2 firms submitted tenders and Purchasing Services completed all the necessary evaluation steps and recommends the award of contract to 121685 Ontario Ltd. (RD Masonry).

R. Collver asked if we have heard anything regarding our Capital Funding submission? R. Wyszynski responded that in terms of funding for new school builds, we have not heard anything.

Moved by: B. Doyle

Seconded by: S. Gibson

THAT the Grand Erie District School Board approve the award for Masonry Restoration Services at Cayuga Secondary School as set out in Tender 20120-120-T to 121685 Ontario Ltd. (RD Masonry) in the amount of \$546,500 plus HST.

**Carried**



**H - 1 Other Business**

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

Presented as printed.

Moved by: E. Dixon

Seconded by: D. Werden

THAT the Grand Erie District School Board receive the Summary of Accounts for the month of March 2020 in the amount of \$8,891,696.10 as information.

**Carried**

**(b) Joint Occupational Health & Safety Committee Minutes – March 12, 2020**

Presented as printed.

R. Wyszynski highlighted that one of the challenges with school closures is the fact that staff will not be able to conduct these inspections. R. Wyszynski stated that we have communicated with both legal counsel and the Ministry of Labour and have been instructed that we are not required to complete the inspections during the Emergency Order process.

S. Gibson asked while staff are working from home, do we have any obligations from WSIB if they were to trip over a computer cord etc.? R. Wyszynski responded that currently he does not believe the WSIB coverage would extend to the employees' homes, but we are working to get a lot of information together with respect to what would happen in the event of an injury at home during this time.

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Joint Occupational Health and Safety Committee Minutes – March 12, 2020 as information.

**Carried**

C. VanEvery-Albert asked about future committee meetings and noticed that for the month of late May early June there are meetings scheduled and if the students return to school, does that mean that all these meeting will become face to face? B. Blancher responded that we don't know at this point but stated that each week we review the future meetings and discuss if they will continue. B. Blancher shared that once we have a solid answer, she will share it with everyone. C. VanEvery-Albert asked that we consider holding some of these meetings virtually.

**I - 1 Correspondence**

Nil



J - 1 **Adjournment**

Moved by: C.A. Sloat

Seconded by: S. Gibson

THAT the meeting be adjourned at 8:08 p.m.

**Carried**

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Board Chair, G. Anderson