



Regular Board Meeting

Monday, June 27, 2022

MS Teams Virtual Meeting

AGENDA

- A - 1 **Opening**
 - (a) Roll Call
 - (b) Declaration of Conflict of Interest
 - (c) In Camera Session **(6:30 pm)**
 - (i) Personnel
 - (ii) Legal
 - (iii) Property
 - (d) Welcome to Open Session / Land Acknowledgement Statement **(7:15 pm)**
 - (e) Memorials
 - (f) Agenda Additions/Deletions/Approval
 - (g) In Camera Report
 - (h) Presentations J. Tozer
 - (i) Patti McCleister Memorial Award
 - (j) Student Showcase L. Munro

- B - 1 **Approval of Minutes**
 - * (a) May 30, 2022 (Regular Board)
 - * (b) June 13, 2022 (Committee of the Whole Board)
 - * (c) June 16, 2022 (Special Board)

- C - 1 **Business Arising from Minutes and/or Previous Meetings**
 - * (a) 2021-26 Strategic Communication Plan Evaluation Update J. Roberto

- D - 1 **Director's Report** J. Roberto
 - (a) Director's Highlights

- E - 1 **Student Trustees' Report**
 - * (a) Year End Report C. Kitchen

- F - 1 **Committee Report**
 - * (a) Committee of the Whole Report – June 13, 2022 T. Waldschmidt

- G - 1 **New Business**
 - * (a) Grand Erie Parent Involvement Committee Annual Report J. Roberto
 - * (b) Striking Committee Update Chair S. Gibson
 - * (c) Quarterly Budget Report R. Wyszynski
 - * (d) Energy Conservation Consumption Report (2020-21) R. Wyszynski
 - * (e) Contract Award – HexPod and Outdoor Classroom Construction at McKinnon Park SS R. Wyszynski

- H - 1 **Other Business**
 - * (a) Special Education Advisory Committee Minutes – May 19, 2022 L. Thompson
 - * (b) Joint Occupational Health & Safety Committee Minutes - May 19, 2022 R. Wyszynski
 - * (c) Student Transportation Services Brant Haldimand Norfolk (STSBHN) Committee Minutes (Draft) – May 27, 2022 R. Wyszynski



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AGENDA

- * (d) Audit Committee Minutes (Draft) – June 21, 2022 R. Wyszynski
- * (e) Safe and Inclusive Schools (SIS) Committee Minutes (Draft) – May 19, 2022 W. Baker
- * (f) Native Advisory Committee (NAC) Minutes (Draft) – June 2, 2022 K. Graham
- * (g) Indigenous Education Advisory Committee (IEAC) Minutes (Draft) – June 9, 2022 K. Graham

I - 1 **Correspondence**

J - 1 **Adjournment**

Future Meetings

Regular Board	August 29, 2022	7:15 PM	Board Room or Virtual
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Regular Board Meeting

Monday, May 30, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

- Present:** Board Chair: S. Gibson, Board Vice-Chair: B. Doyle, Trustees: G. Anderson, C. VanEvery-Albert, R. Collver, D. Dean, E. Dixon, J. Richardson, C.A. Sloat, T. Waldschmidt, D. Werden, Student Trustees: C. Kitchen,
- Administration:** Director: J. Roberto, Superintendents: W. Baker, K. Graham, L. Munro, A. Smith, L. Thompson, J. Tozer, R. Wyszynski, Recording Secretary: C. Dero
- Regrets:** Student Trustees: S. Green, R. Mitchell
- Guests:** D. Atanas, T. Bannister, J. Bell, J. McIntyre, G. Kaur, S. Noort

A - 1 **Opening**

(a) **Roll Call**

The meeting was called to order by Chair Gibson at 5:30 p.m.

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

Nil

(c) **In Camera Session**

Moved by: G. Anderson

Seconded by: T. Waldschmidt

THAT the Board move into In-Camera Session retroactively to discuss personnel, legal, and property matters at 5:30 p.m.

Carried

(d) **Welcome to Open Session/Land Acknowledgment Statement**

Chair Gibson called the Public meeting to order at 8:26 p.m. and read the Land Acknowledgement Statement.

(e) **Memorials**

(i) **M. Freitag, Simcoe Composite School**

Trustee Werden read the memorial statement.

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

Moved by: G. Anderson

Seconded by: T. Waldschmidt

THAT the Agenda be approved.

Carried

(g) **In Camera Report**

Moved by: G. Anderson

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board confirm the following appointments to the respective pools, as outlined below, dated May 30, 2022.

Carried

Trustee Doyle requested a recorded vote on the remainder of the in-camera motions.



Regular Board Meeting

Monday, May 30, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board notwithstanding the requirements of the motion striking the Governance Committee dated March 28th, 2022 receive and vote upon at its meeting of May 30th the report of the Chair and Director of Education, *Governance: Governance Working By-law and Governance Policies*

Carried

Recorded vote:

- | | |
|----------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – absent | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – no |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board waive the requirements of Suspension, Revision or Repeal of any Bylaw, Policy, Procedure or Protocol BL16 (2) *Two weeks' notice must be given of any motion to revise any Bylaw or Policy of the Board.*

Carried

Recorded vote:

- | | |
|----------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – absent | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – yes |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |

Moved by: G. Anderson

Seconded by: J. Richardson

THAT the Grand Erie District School Board repeal By-laws 1, 2, 3, 4, 5, 6, 8, 9, 12, 13, 15, 16, 17, 18, 19, 26, 27, 29, 35 and 38 and replace them with General Working By-law 1 and General Governance Policy, as amended to be effective at the end of business on May 30th, 2022.

Carried

Recorded vote:

- | | |
|----------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – absent | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – yes |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |





Regular Board Meeting

Monday, May 30, 2022

6:30 p.m.

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MINUTES

Moved by: G. Anderson

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board repeal Public Concerns By-law 7 and replace it with Public Concerns Governance Policy 1 to be effective at the end of business on May 30th, 2022 and as amended to go back to the original Policy Statement from the May 16 document.

Carried

Recorded vote:

- | | |
|----------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – absent | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – yes |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |

Moved by: E. Dixon

Seconded by: B. Doyle

THAT the Grand Erie District School Board repeal Delegations By-law 11 and replace it with Delegations Governance Policy 2 to be effective at the end of business on May 30th, 2022 and an amendment be made, to adjust the review process from 14 to 7 days.

Carried

Recorded vote:

- | | |
|-------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – yes | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – yes |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |

Moved by: G. Anderson

Seconded by: E. Dixon

THAT the Grand Erie District School Board repeal Municipal Elections Compliance Audit Committee By-law 36 and replace it with Municipal Elections Compliance Audit Committee Governance Policy 3, as amended to be effective at the end of business on May 30th, 2022.

Carried

Recorded vote:

- | | |
|-------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – yes | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – yes |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |





Regular Board Meeting

Monday, May 30, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

Moved by: B. Doyle

Seconded by: G. Anderson

THAT the Grand Erie District School Board repeal Trustee Code of Conduct By-law 28 and replace it with Trustee Code of Conduct Governance Policy 4 to be effective at the end of business on May 30th, 2022, with an amendment to section 5 e so it is consistent with section 2.5 e and f by removing governance committee.

Carried

Recorded vote:

- | | |
|-------------------------------|-----------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – yes | Trustee Collver – abstained |
| Trustee Werden – yes | Trustee Sloat – no |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board repeal Director Performance Appraisal By-law 25 and replace it with Director of Education Performance Review Governance Policy 5, as amended to be effective at the end of business on May 30th, 2022,

Carried

Recorded vote:

- | | |
|-------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – yes | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – yes |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the membership of all board committees shall remain as per the existing Striking Committee report with the exception of the Finance and Policy and Program Committees. The membership of these committees will be established and presented to the Board for approval no later than September 1, 2022, by the Chair of the Board in accordance with General Working By-law 1.

Carried

Recorded vote:

- | | |
|-------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – yes | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – yes |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – unavailable | |





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6:30 p.m.

MS Teams Virtual Meeting

MINUTES

Moved by: T. Waldschmidt

Seconded by: E. Dixon

THAT the Grand Erie District School Board's Quality Accommodation Standing Committee, Privacy, and Information Management Standing Committee, Safe and Inclusive Schools Standing Committee and School Year Calendar Standing Committee effective September 1, 2022, are no longer Standing Committees of the Board. Any reports generated and/or required for information or approval will form part of the reporting of Finance and/or Policy and Program Committees.

Carried

Recorded vote:

- | | |
|-------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – yes | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – yes |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |

Moved by: G. Anderson

Seconded by: B. Doyle

THAT all committees of the Grand Erie District School Board created by General Working By-law 1 and as outlined in the Governance Policy shall establish their Terms of Reference after the first meeting following the passage of this motion and no later than October 31st, 2022.

Carried

Recorded vote:

- | | |
|-------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – yes | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – yes |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |

Moved by: J. Richardson

Seconded by: G. Anderson

THAT the Grand Erie District School Board ensure (a) trustee(s) representative/ representation remain on the following non-board committees: Joint Use Committee (Brantford) and Student Transportation Services of Brant Haldimand Norfolk (STSBHN). Trustees will be annually appointed following the Inaugural Board meeting.

Carried

Recorded vote:

- | | |
|-------------------------------|--------------------------|
| Trustee Doyle – yes | Trustee Anderson – yes |
| Trustee VanEvery-Albert – yes | Trustee Collver – yes |
| Trustee Werden – yes | Trustee Sloat – yes |
| Trustee Waldschmidt – yes | Trustee Richardson – yes |
| Trustee Dixon – yes | Trustee Gibson - yes |
| Trustee Dean – yes | |





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MINUTES

Moved by: G. Anderson

Seconded by: E. Dixon

THAT the Grand Erie District School Board repeal By-laws 10, 14, 20, 21, 22, 22A, 23, 24, 30, 31, 37, 40, 41 and replace them with Grand Erie District School Board Borrowing By-Law, as amended, at the end of the business day on May 30, 2022.

Carried

Recorded vote:

Trustee Doyle – yes

Trustee VanEvery-Albert – yes

Trustee Werden – yes

Trustee Waldschmidt – yes

Trustee Dixon – yes

Trustee Dean – yes

Trustee Anderson – yes

Trustee Collver – yes

Trustee Sloat – yes

Trustee Richardson – yes

Trustee Gibson - yes

(h) **Presentations**

(i) Lead Learn Inspire Award

The Learn Lead Inspire award recognizes the students, staff members and volunteers who have made outstanding contributions to our school communities, aligning with the Board’s mission to build a culture of learning, well-being and belonging.

Director Roberto recognized Grade 12 Student, G. Kaur, from North Park Collegiate and Vocational School for her exceptional work in the Bay Area Science and Engineering Fair, and the Canada Wide Science and Engineering Fair, with her project titled *EzerBot: Detecting Phrases Indicative of Emotional Distress Within Online Platforms*.

Director Roberto recognized J. Wilson, volunteer of Gifts of the Heart Food Program, for her work behind-the-scenes as coordinator of a food program that is active in 11 Grand Erie elementary schools. The grassroots program ensures students who need them receive hot, healthy meals, enabling a successful day of learning.

(ii) Virtual Choir Presentation

Superintendent Munro introduced Teacher, J. McIntyre and Principal, T. Bannister from Jarvis Public School. J. McIntyre spoke to success of the Primary Choir and shared a video of the Grade 1-3 students singing *The Lion Sings Tonight* and *The Bare Necessities*.

B - 1 **Approval of Minutes**

(a) **April 25, 2022, 6:30 p.m. (Regular Board Meeting)**

Presented as printed.

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Minutes of the Regular Board Meeting, held April 25, 2022 be approved.

Carried





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MS Teams Virtual Meeting

B-1-a

6:30 p.m.

MINUTES

(b) **May 9, 2022, 6:30 p.m. (Committee of the Whole)**

Presented as printed.

Moved by: R. Collver

Seconded by: T. Waldschmidt

THAT the Minutes of the Committee of the Whole Board Meeting, held May 9, 2022 be approved as amended.

Carried

Trustee Sloat requested an addition to item D-1-a to include that the fees for reduced rates would also increase.

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

(a) **Strategic Communication Plan**

Presented as printed

Moved by: T. Waldschmidt

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the 2021-2026 Strategic Communications Plan, as amended, to include the date (2021-2026).

Carried

Moved by: B. Doyle

Seconded by: G. Anderson

THAT the Grand Erie District School Board disband the Strategic Communications Plan Ad Hoc Committee

Carried

D - 1 **Director's Report**

(a) **Director's Highlights**

J. Roberto provided highlights about:

- Grand Erie will continue to offer virtual learning in 2022-23
- Leadership Updates
- Compass for Success
- School Improvement Planning Process
- Safe Arrival
- Cyber Security Campaign has been launched
- Mental Health Week Update
- EQAO Platform Outages
- Lakewood Elementary and Simcoe Composite recently received Spirit of Norfolk Awards



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Moved by: B. Doyle

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Director's Report of May 30, 2022 as information.

Carried

E - 1 **Student Trustees' Report**

Nil

F - 1 **Committee of the Whole Report – May 9, 2022**

Presented as printed

Moved by: T. Waldschmidt

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve recommendations 1-9 and 11-12 from the May 9, 2022 Committee of the Whole Board meeting as follows:

1. **Director's Report**

THAT the Grand Erie District School Board receive the Director's Report of May 9, 2022 as information.

2. **Community Use of Schools - Rates**

THAT the Grand Erie District School Board approve the proposed Community Use of Schools rate(s) effective the 2022-23 school year.

3. **Community Planning and Facility Partnerships - Annual Facility Services Report**

THAT the Grand Erie District School Board receive the Community Planning and Facility Partnerships – Annual Facility Status Report as information.

4. **Assessment, Evaluation and Reporting (SO-20) & (SO-020)**

(a) THAT the Grand Erie District School Board approve Assessment, Evaluation and Reporting Policy (SO-20).

(b) THAT the Grand Erie District School Board receive Assessment, Evaluation and Reporting Procedure (SO-020) as information.

5. **Home Instruction**

THAT the Grand Erie District School Board receive Home Instructions Procedure (P106) as information.

6. **Maintaining Employee Safety While Working with Students Procedure (HR-107)**

THAT the Grand Erie District School Board receive Maintaining Employee Safety While Working with Students Procedure (HR-107) as information.

7. **Environmental Education and Stewardship (SO-18 & SO-018)**

(a) THAT the Grand Erie District School Board approve Environmental Education and Stewardship Policy (SO-18).



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- (b) THAT the Grand Erie District School Board receive Environmental Education and Stewardship Procedure (SO-018) as information.
8. **Employee Injury Reporting and Investigation Procedure (HR-121)**
THAT the Grand Erie District School Board receive Employee Injury Reporting and Investigation Procedure (HR-121) as information.
9. **Acceptable Use of Information Technology (SO-27)**
(a) THAT the Grand Erie District School Board forward Acceptable Use of Information Technology Policy (SO-27) to all appropriate stakeholders for comments to be received by September 16, 2022.
(b) THAT the Grand Erie District School Board forward Acceptable Use of Information Technology Procedure (SO-XXX) to all appropriate stakeholders for comments to be received by September 16, 2022.
10. **Honouring Indigenous Knowledges, Histories and perspectives Policy (P-02) and Procedure (P-002)**
(a) THAT Bylaw 9 – Process for Development of Bylaws, Policies and Procedures be waived with respect to circulating Honouring Indigenous Knowledges, Histories and Perspectives Policy (P-02) and Honouring Indigenous Knowledges, Histories and Perspectives Procedure (P-002) to all appropriate stakeholders for comments.
(b) THAT the Grand Erie District School Board approve Honouring Indigenous Knowledges, Histories and Perspectives Policy (P-02).
(c) THAT the Grand Erie District School Board receive Honouring Indigenous Knowledges, Histories and Perspectives Procedure (P-002) as information, as amended.
11. **OPSBA Report**
THAT the Grand Erie District School Board receive the OPSBA Report as information.
12. **Correspondence**
THAT the Grand Erie District School Board receive the correspondence as information.

Carried

In response to a question from a trustee, Director Roberto explained that direction regarding reading the Land Acknowledgement Statement is in the procedure.

Moved by: T. Waldschmidt
Seconded by: C.A. Sloat

10. **Honouring Indigenous Knowledges, Histories and perspectives Policy (P-02) and Procedure (P-002)**
(a) THAT Bylaw 9 – Process for Development of Bylaws, Policies and Procedures be waived with respect to circulating Honouring Indigenous Knowledges,



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Histories and Perspectives Policy (P-02) and Honouring Indigenous Knowledges, Histories and Perspectives Procedure (P-002) to all appropriate stakeholders for comments.

- (b) THAT the Grand Erie District School Board approve Honouring Indigenous Knowledges, Histories and Perspectives Policy (P-02).
- (c) THAT the Grand Erie District School Board receive Honouring Indigenous Knowledges, Histories and Perspectives Procedure (P-002) as information, as amended.

Carried

G - 1 **New Business**

(a) **Major Construction Update**

Presented as printed.

Moved by: B. Doyle

Seconded by: J. Richardson

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

Carried

In response to a question, Superintendent Wyszynski provided an update regarding opening ceremonies for the Central and Hagersville Daycare Centres.

(b) **Contract Award – Shellard Lane Project Manager**

Presented as printed.

Moved by: R. Collver

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the contract for project management services for the Shellard Lane New Build from **Colliers Project Leaders** for **\$661,260**.

Carried

In response to a question, Superintendent Wyszynski clarified that, while the dollar amount represents the total contract value, Grand Erie will share this cost with project partners.

(c) **Contract Award – Mechanical Upgrades – Teeterville PS**

Presented as printed.

Moved by: C.A. Sloat

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the contract for mechanical upgrades at Teeterville Public School from **Little Rainy Construction Inc.** in the amount of **\$871,304.68**.

Carried



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MINUTES

In response to a question about higher budget amounts, Superintendent Wyszynski explained that an increase in economy prices and labour shortages have lead to increases in construction costs.

(d) **Contract Award – Mechanical Upgrades – McKinnon Park SS**

Presented as printed.

Moved by: C.A. Sloat

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve the contract for mechanical upgrades at McKinnon Park Secondary School from **Little Rainy Construction Inc.** in the amount of **\$755,162.80**.

Carried

(e) **Contract Award – Mechanical Upgrades – JL Mitchener PS**

Presented as printed

Moved by: J. Richardson

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board approve the contract for mechanical upgrades at JL Mitchener Public School from **ANVI Services Ltd.** in the amount of **\$1,434,122.00**

Carried

(f) **Contract Award – Classroom Renovation – Seneca Central PS**

Presented as printed

Moved by: T. Waldschmidt

Seconded by: J. Richardson

THAT the Grand Erie District School Board approve the contract for classroom renovations at Seneca Central Public School from **IHC General Contracting Inc.** in the amount of **\$980,000**.

Carried

In response to a question about the sustainability of the classroom modernization projects, Superintendent Wyszynski explained that this is a pilot project.

H - 1 **Other Business**

(a) **Special Education Advisory Committee Minutes - March 10, 2022**

Presented as printed.

Moved by: B. Doyle

Seconded by: T. Waldschmidt

THAT the Grand Erie District School Board receive the Special Education Advisory Committee Minutes – March 10, 2022 as information.

Carried



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MINUTES

(b) **Special Education Advisory Committee Minutes - April 21, 2022**

Presented as printed.

Moved by: T. Waldschmidt

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Special Education Advisory Committee Minutes – April 21, 2022 as information.

Carried

In response to a request by a trustee, Superintendent Thompson confirmed that she will be sharing the letter from SEAC to the Ministry of Education with trustees.

Moved by: D. Werden

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve to continue past 10:00 p.m.

Carried

(c) **Joint Occupational Health & Safety Committee Minutes - April 14, 2022**

Presented as printed.

Moved by: R. Collver

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Joint Occupational Health & Safety Committee Minutes - April 14, 2022 as information.

Carried

(d) **Indigenous Education Advisory Committee (IEAC) Minutes (Draft) – April 14, 2022**

Presented as printed

Moved by: T. Waldschmidt

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board receive the Indigenous Education Advisory Committee (IEAC) Minutes (Draft) – April 14, 2022 as information.

Carried

(e) **Native Advisory Committee (NAC) Minutes (Draft) –April 21, 2022**

Presented as printed

Moved by: C.A. Sloat

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Native Advisory Committee (NAC) Minutes (Draft) –April 21, 2022 as information.

Carried

(f) **Student Senate Minutes (Draft) – May 3, 2022**

Presented as printed



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MINUTES

Moved by: T. Waldschmidt

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Student Senate Minutes (Draft) – May 3, 2022 as information.

Carried

(g) **Grand Erie Parent Involvement Committee (GEPIC) Minutes (Draft) – May 12, 2022**

Presented as printed

Moved by: T. Waldschmidt

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive the Grand E – May 12, 2022 as information.

Carried

(h) **OPSBA Report**

Trustee Sloat noted that she will vote on behalf of the Board at the upcoming OPSBA Conference.

Trustee Werden inquired about OPSBA positions that will be voted on during the conference.

Trustee Sloat declared a conflict of interest with respect to the question and removed herself from the table.

Moved by: R. Collver

Seconded by: E. Dixon

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

Carried

I – 1 **Correspondence**

(a) **Waterloo Region District School Board Letter – May 9, 2022**

Moved by: D. Werden

Seconded by: T. Waldschmidt

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

Carried

Adjournment

Moved by: R. Collver

Seconded by: D. Dean

THAT the meeting be adjourned at 10:06 p.m.

Carried

Board Chair, S. Gibson



Committee of the Whole Board Meeting

Monday, June 13, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

- Present:** Committee Chair: T. Waldschmidt. Trustees: G. Anderson, R. Collver, E. Dixon, B. Doyle S. Gibson J. Richardson, C.A. Sloat, D. Werden, Student Trustees: S. Green, C. Kitchen
- Administration:** Director: J. Roberto, Superintendents: W. Baker, K. Graham, L. Munro, A. Smith, L. Thompson, J. Tozer, R. Wyszynski, Recording Secretary: C. Dero
- Regrets:** Trustee Dean, Trustee VanEvery-Albert, Student Trustee Mitchell
- Guests:** C. Bibby, Safe and Inclusive Schools Lead, A. Van Doorn, Acting Supervisor of Business Services, J. Hardie, Acting Manager of Business Services, K. Reid, North Park Collegiate and Vocational School teacher.

A - 1 **Opening**

(a) **Roll Call**

The meeting was called to order by Committee of the Whole Board Chair, T. Waldschmidt at 6:30 p.m.

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

Nil

(c) **In Camera Session**

Moved by: B. Doyle

Seconded by: G. Anderson

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

Carried

(d) **Welcome to Open Session/Land Acknowledgment Statement**

Committee of the Whole Board Chair T. Waldschmidt called the public meeting to order at 7:23 p.m. and read the Land Acknowledgement Statement.

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

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Agenda be approved.

Carried

(f) **In Camera Report**

Nil

(g) **Student Showcase**

Superintendent Munro introduced K. Reid, teacher at North Park Collegiate and Vocational School. K. Reid highlighted the Grade 9-12 Repertoire Class and shared a video of the students performing Quad City Stomp.



Committee of the Whole Board Meeting

Monday, June 13, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

(h) **Delegations**

Nil

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

Nil

C - 1 **Director's Report**

(a) **Director's Highlights**

J. Roberto provided highlights about:

- National Indigenous Scholarship
- Summer Learning
- New Elementary Recess Program
- Understanding How to Use the Kids Help Phone
- Special Education Additional Qualification Course for Administrators
- Reading Part 1 Additional Qualification Course
- EQAO Grade 9 Assessment of Mathematics
- Sector Partner Experience Days

Moved by: C.A. Sloat

Seconded by: J. Richardson

THAT the Grand Erie District School Board receive the Director's Report of June 13, 2022 as information.

Carried

D - 1 **New Business - Action/Decision Items**

(a) **2022-23 Board Budget**

Presented as printed.

Trustee Doyle requested a recorded vote for the budget motions.

Moved by: B. Doyle

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve the 2022-23 Operating budget of \$354,880,257.

Carried

Trustee Gibson - yes

Trustee Sloat - yes

Trustee Collver - yes

Trustee Werden - yes

Trustee Anderson - yes

Trustee Doyle - yes

Trustee Dixon - yes

Trustee Richardson - lost connection

Trustee Waldschmidt - yes

Moved by: S. Gibson

Seconded by: R. Collver

THAT the Grand Erie District School Board approve the 2022-23 Capital Budget of \$25,795,000.

Carried



Committee of the Whole Board Meeting

Monday, June 13, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

Trustee Gibson - yes
Trustee Sloat - yes
Trustee Collver - yes
Trustee Werden - yes
Trustee Anderson - yes

Trustee Doyle - yes
Trustee Dixon - yes
Trustee Richardson - yes
Trustee Waldschmidt - yes

Superintendent Wyszynski provided clarification around the COVID-19 Learning Recovery Plan, Supports for Students Fund, transportation costs, the amount budgeted for supply teacher costs, and Pride of Place amounts.

Superintendent Wyszynski will provide the notes from the May 26, 2022 Budget meeting to trustees and will bring further details regarding trustee/student trustee expenses to the June 27 Board meeting.

(b) **Annual Review of the Special Education Plan**

Presented as printed.

Moved by: R. Collver
Carried by: E. Dixon

THAT the Grand Erie District School Board approve the Annual Review of the Special Education Plan, and the submission of two copies of the updated plan and the Special Education Report Components Checklist to the Regional Office of the Ministry of Education by July 31, 2022.

Carried

Superintendent Thompson confirmed that Standard 2 was brought to the Special Education Advisory Committee and input was provided.

(c) **2022-23 Committee/Board Meeting Schedule**

Presented as printed.

Moved by: C.A. Sloat
Seconded by: D. Werden

That the motion be amended from for information to for approval.

Carried

Moved by: B. Doyle
Carried by: G. Anderson

THAT the Grand Erie District School Board approve the 2022-23 Finance Committee, Policy and Program Committee and Regular Board Meeting schedule, as amended (to approve).

Carried

Director Roberto clarified that there will be 5 trustees on the Finance Committee and 5 trustees on the Policy and Program Committee. Chair Gibson will bring a revised Striking Committee Report in June for the months of September to November 2022.



Committee of the Whole Board Meeting

Monday, June 13, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

(d) **Boundary Review – Paris Area (Brant North)**

Presented as printed.

Moved by: S. Gibson

Seconded by: E. Dixon

THAT the Grand Erie District School Board refer the proposed Paris Area School boundary review to a Special Ad Hoc Committee for stakeholder feedback and input.

Carried

Superintendent Wyszynski noted that the objective of the committee will be to look at all options and make a recommendation.

(e) **Boundary Review – Brantford East**

Presented as printed.

Moved by: G. Anderson

Seconded by: S. Gibson

THAT the Grand Erie District School Board refer the proposed Brantford East area School boundary review to a Special Ad Hoc Committee for stakeholder feedback and input.

Carried

(f) **Boundary Review – Waterford Area (Norfolk North West)**

Presented as printed.

Moved by: C.A. Sloat

Carried by: G. Anderson

THAT the Grand Erie District School Board refer the proposed Waterford Area School boundary review to a Special Ad Hoc Committee for stakeholder feedback and input.

Carried

D - 2 **New Business - Information Items**

(a) **Category III Trips**

Presented as printed.

Moved by: C.A. Sloat

Seconded by: E. Dixon

THAT the Grand Erie District School Board receive the Category III Trips (SO15) report as information.

Carried



Committee of the Whole Board Meeting

Monday, June 13, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

(b) **Implications of 2022-23 Friday the 13th Events on Port Dover Students**

Presented as printed.

Moved by: S. Gibson

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve Option 1 (Lakewood Elementary School remains open to students/transportation runs in Port Dover) for January 13, 2023.

Carried

(c) **Right to Read**

Presented as printed.

Moved by: S. Gibson

Seconded by: B. Doyle

THAT the Grand Erie District School Board receive a summary of the Ontario Human Rights Commission Right to Read report as information.

Carried

E - 1 **Policy/Procedure Consideration - Action/Decision/Information Items**

(a) **Visual Identity (SO-25) & (SO-025)**

Presented as printed

Moved by: G. Anderson

Seconded by: B. Doyle

THAT the Grand Erie District School Board approve Visual Identity (SO-25) Policy, as amended, to change Superintendent of Education to Superintendent.

Carried

Moved by: R. Collver

Seconded by: G. Anderson

THAT the Grand Erie District School Board receive Visual Identity (SO-025) Procedure as information.

Carried

(b) **Advocacy (F5)**

Presented as printed.

Moved by: B. Doyle

Seconded by: C.A. Sloat

THAT the Grand Erie District School Board approve Advocacy (F-05) Policy.

Carried



Committee of the Whole Board Meeting

Monday, June 13, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

(c) **Boundary Reviews (FT-08) & (FT-008)**

Presented as printed.

Moved by: B. Doyle

Seconded by: G. Anderson

THAT the Grand Erie District School Board approve Boundary Reviews (FT-08) Policy.

Carried

Moved by: C.A. Sloat

Seconded by: G. Anderson

THAT the Grand Erie District School Board receive Boundary Reviews (FT-008) Procedure as information.

Carried

(d) **Privacy and Records Information Management (SO-19)**

Presented as printed.

Moved by: S. Gibson

Seconded by: E. Dixon

THAT the Grand Erie District School Board forward Privacy and Records Information Management (SO-19) Policy to all appropriate stakeholders for comments to be received by September 28, 2022.

Carried

(e) **Use of Electronic Communication and Social Media Guidelines (SO-03)**

Presented as printed.

Moved by: B. Doyle

Seconded by: G. Anderson

THAT the Grand Erie District School Board forward Use of Electronic Communication and Social Media Guidelines (SO-03) Policy to all appropriate stakeholders for comments to be received by September 28, 2022.

Carried

(f) **Right to Disconnect (HR-002)**

Presented as printed.

Moved by: B. Doyle

Seconded by: S. Gibson

THAT the Grand Erie District School Board receive Right to Disconnect (HR-002) Procedure as information.

Carried

Superintendent Tozer clarified that this procedure does not apply to trustees.



Committee of the Whole Board Meeting

Monday, June 13, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

(g) **Anti-Sex Trafficking Protocol**

Presented as printed.

Moved by: G. Anderson

Seconded by: S. Gibson

THAT the Grand Erie District School Board receive the Anti-Sex Trafficking Protocol as information.

Carried

Trustee Gibson suggested a trustee learning caucus on this topic.

Superintendent Baker noted that one of the expectations is that a platform to report incidences of human trafficking is created. This will also come with a retention schedule.

Superintendent Baker provided clarification around progressive discipline with respect to luring.

(h) **Exclusion of Student (SO-32)**

Presented as printed.

Moved by: G. Anderson

Seconded by: E. Dixon

THAT Exclusion of Students Policy be referred to the October 3, 2022, Policy and Program Committee meeting.

Carried

F - 1 **Other Business**

(a) **OPSBA Report**

Trustee Sloat provided a brief summary of the Board of Directors meeting and the Annual General meeting, and noted that concerns were raised about school boards losing before and after school programs.

Moved by: E. Dixon

Seconded by: G. Anderson

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

Carried

G - 1 **Correspondence**

(a) Halton District School Board Letter – June 7, 2022

Moved by: S. Gibson

Seconded by: E. Dixon

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

Carried



B-1-b

Committee of the Whole Board Meeting

Monday, June 13, 2022

6:30 p.m.

MS Teams Virtual Meeting

MINUTES

H - 1 **Adjournment**

Moved by: B. Doyle

Seconded by: E. Dixon

THAT the meeting be adjourned at 9:54 p.m.

Carried

Committee of the Whole Board Chair, T. Waldschmidt

Director of Education and Chair of the Board, JoAnna Roberto



Special Board Meeting

Thursday, June 16, 2022

7:00 p.m.

MS Teams Virtual Meeting

MINUTES

Present: Committee Chair: S. Gibson, Vice-Chair: B. Doyle. Trustees: G. Anderson, R. Collver, J. Richardson, C.A. Sloat, T. Waldschmidt, D. Werden

Administration: Director: J. Roberto, Superintendents: W. Baker, K. Graham, L. Munro, A. Smith, L. Thompson, J. Tozer, Recording Secretary: C. Dero

Regrets: Trustee Dean, Trustee Dixon, Trustee VanEvery-Albert, Student Trustees: S. Green, C. Kitchen, R. Mitchell, Superintendent Wyszynski

A - 1 **Opening**

(a) **Roll Call**

The meeting was called to order by Board Chair, S. Gibson at 7:00 p.m.

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

Nil

(c) **In Camera Session**

Moved by: T. Waldschmidt

Seconded by: B. Doyle

THAT the Board move into In Camera Session to discuss personnel and legal matters at 7:00 p.m.

Carried

(d) **Welcome to Open Session/Land Acknowledgment Statement**

Board Chair S. Gibson called the public meeting to order at 8:54 p.m. and read the Land Acknowledgement Statement.

(e) **In Camera Report**

Nil

B - 1 **Adjournment**

Moved by: G. Anderson

Seconded by: T. Waldschmidt

THAT the meeting be adjourned at 8:55 p.m.

Carried

Board Chair, S. Gibson

Director of Education and Secretary of the Board, J. Roberto



Grand Erie District School Board

TO: Trustees of the Grand Erie District School Board
FROM: JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board
RE: **2021-26 Strategic Communication Plan Evaluation**
DATE: June 27, 2022

<p>Recommended Action: Moved by _____ Seconded by _____ THAT the Grand Erie District School Board receive the 2021-26 Strategic Communications Plan Evaluation.</p>
--

Background

In May 2022, Grand Erie District School Board approved the 2021-26 Strategic Communications Plan. Created by the Strategic Communications Ad Hoc Committee. The plan is aligned with the Board's 2021-26 Multi-Year Strategic Plan and contains goals and strategies for Communications approved as part of the 2021-26 Multi-Year Strategic Plan.

The 2021-26 Strategic Communications Plan Evaluation measures success primarily against Communication goals outlined in the 2021-26 Multi-Year Strategic Plan as reflected in 2021-26 Strategic Communications Plan.

The Manager of Communications and Community Relations is responsible for providing an evaluation of the plan to the Board.

There are three primary focus areas identified in Grand Erie's Strategic Communications Plan: Learning, Well-being and Belonging. Within each focus area, there are a number of objectives outlined as well as a list of strategies and tactics to achieve the desired outcomes.

For the evaluation of the plan, output objectives will measure activities and outcomes specific to changes in awareness, opinions, behaviours and/or support. The evaluation measures and methodology will be mixed, incorporating quantitative and qualitative data.

The feedback includes survey responses received from School Administrators (Principals and Vice Principals), Department Leaders and Senior Administration.

Grand Erie Multi-Year Plan

This report supports all indicators of Learn Lead Inspire and the following statement: we will, together, build a culture of Learning, Well-Being and Belonging to inspire each learner.

Respectfully submitted,

JoAnna Roberto
Director of Education and Secretary of the Board



Strategic Communications Plan Evaluation

June 27, 2021

Introduction

This evaluation looks at communications activities connected to delivery on the goals laid out in the 2021-26 Multi-Year Strategic Plan. It also addresses progress against the 2021-22 Strategic Communications Plan approved by the Board May 25, 2022.

Each section highlights achievements against the stated goal, as well as areas for focus and improvement for the coming year.

Contents

- 2021-26 Multi-Year Strategic Plan Communication Goal
- Pandemic Support
- Learning
- Well-Being
- Belonging
- Graphic/Design projects



Multi-Year Strategic Plan



To enhance Grand Erie's position in its communities as a learning, leading and inspiring organization.

This goal is focused on Grand Erie's vision to learn, lead and inspire, connecting all communications to this vision.



- **100% of schools and facilities** received material to support connection to the vision
- **Three separate visual and activity campaigns** rolled out across the district to support the vision

Multi-Year Strategic Plan Comms Goal



- **Website** redesigned to reflect new brand
- **Video** produced and shared across multiple platforms
- **Staff portal pages** to share branded documents, memos, letterheads, signature block information etc.
- Developed suite of **branded promotional items**
- **Staff newsletter** connected directly to new priorities
- **Social media channels** reflect brand and constantly communicate brand themes
- Re-branded **100+** operational documents

Top Tweet for Sept. 2021

18,384 impressions

404 total engagements

Elementary Principal feedback:

"Branding – nailed it. From pens, banners, letter head, website, social media posts, mugs, etc. you would be hard pressed to find a student or staff member who does not know about learn/lead/inspire."

Pandemic support



Although not part of any plan, communications support related to the pandemic was significant, and crucial to keeping administrators, staff, students and families informed of protocols, changes and other important information.

- Developed and supported various **reporting requirements**
- Developed **messaging and supports** for school administrators
- Liaised** with internal staff and community partners to support consistent messaging



School Absences
Select a Grand Erie school and date, and then select "Submit" to see how many absences were reported, and what percentage of the school population was absent.

Important information about the Absence Tracker:

- This is a pilot program and may evolve over time.
- Absence information in the tracker is updated at around 10:30 am each day.
- The tracker reports illness or quarantine absences for staff, and any incident absences that could potentially be for illness or quarantine.
- If a response for any school exceeds 50%, we will review the data, compare it to average absences, and advise families as required.

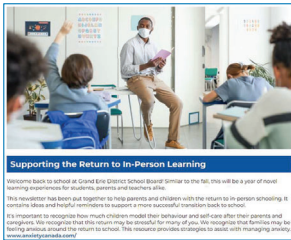
Elementary Principal feedback:

"...there was a strong media presence keeping school communities informed of key events – specifically those related to COVID and shifting to and away from online learning. Taking this communication responsibility out of the hands of principals ensured a standard message was received across our district and really helped promote unity and well being as it was a reduction in workload for principals."

Pandemic support



- Developed **multiple pandemic information documents/webpages**, including translations for newcomer families
- More than **50 letters** developed and delivered to school communities
- 40 COVID-related media releases**
- Related communications **issues managed:**
 - Sports and spectator protocols
 - Communication on test kit distribution
 - Transitions between in-person and online learning



ਸਿੱਖਾਂ ਲਈ ਵਾਪਸ ਆਉਣ ਦੀ ਸਹਾਇਤਾ

ਸਿੱਖਾਂ ਨੂੰ ਵਾਪਸ ਆਉਣ ਦੀ ਸਹਾਇਤਾ ਪ੍ਰਦਾਨ ਕਰਨ ਲਈ ਸਕੂਲਾਂ ਨੂੰ ਵਾਪਸ ਆਉਣ ਦੀ ਸਹਾਇਤਾ ਪ੍ਰਦਾਨ ਕਰਨ ਲਈ ਸਕੂਲਾਂ ਨੂੰ ਵਾਪਸ ਆਉਣ ਦੀ ਸਹਾਇਤਾ ਪ੍ਰਦਾਨ ਕਰਨ ਲਈ...



Learning goal 1

Define and enhance existing communications channels to bring consistency, cohesion and predictability, in line with stakeholders' expectations.



- All external touch points **redesigned** to reflect new brand
- Regular recognition of **Days of Significance** through social media channels
- Enhanced focus on social media channels to support brand through stories and **opportunities for engagement**
- Developed **new approaches** to sharing stories



Focus Areas 2022-23:

- Continued focus on MYP
- Refine "voice" in communications
- Develop school-year editorial calendar



Top Facebook post for Nov. 2021
14,155 reach
246 engagements



Learning goal 2

Support schools in communicating effectively with parents/guardians and new families.



- Acted on **>50 specific requests** for messaging support
- **Translation** of Welcome material and COVID documentation
- Enhancing Administrator's **Toolkit**
- Supported **School Improvement Planning** process
- Supported school **events, programs and activities**
- Shared **45 web/social stories** supporting schools and communities



Focus Areas 2022-23:

- Administrator Toolkit
- Build capacity at school level
- Increase attention to school/student success story development

Secondary Principal feedback:

"...I feel that communications has done a very good job supporting schools (and administrators). I have felt supported in both sharing and promoting positive school events, activities and achievements, but also in managing messaging and community communications during challenging times as well."


>100
Messages
for School
Families

Learning goal 3

Support increased enrolment growth in Kindergarten.



- **Media release** issued January 5
- **Print ads** placed in Brantford Expositor, Simcoe Reformer, Sagem Gazette
- **Billboards** in Brantford, and Paris
- **Facebook ads** targeted to applicable demographics
- **Radio ad** aired on MyFM
- **Postcards** distributed to child care centres, including **translated** versions to Community Centres/centres of worship/libraries
- **Social media** plan shared registration reminders



Department Leader feedback:

"Grand Erie's Ready, Set, Kindergarten campaign provided strategic support to assist new families registering for school, and used available data to enhance efforts to connect with families more efficiently."

Focus Areas 2022-23:

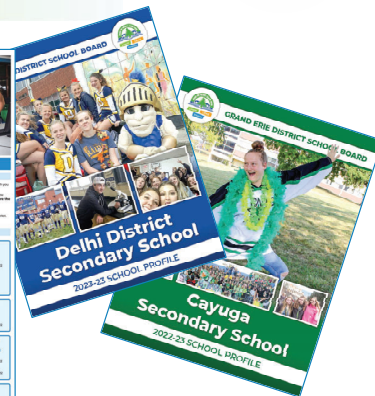
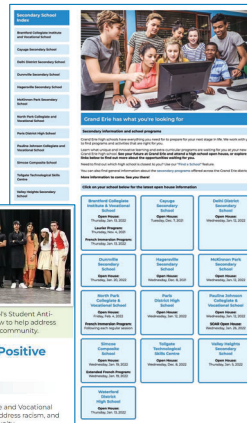
- Continue data driven decision-making
- Highlight student voice

Learning goal 4

Position Grand Erie secondary schools as the option of choice for education in the district.



- Developed **central webpage** to support secondary outreach
- Developed individual **school profiles**
- **Invested** in advertising and promotion, including current run highlighting graduation
- Shared stories of **student success**



Focus Areas 2022-23:

- Develop specific communication plan
- Highlight student voice
- Invest in promotion and advertising

Learning goal 5

Support awareness of and participation in professional development and learning opportunities available to staff.



- Supported **weekly communication** to staff of PD opportunities
- Developed material and **promoted** specific PD opportunities
- Improving analytics to **measure reach** of current communication and respond

Leadership Training and Development

Leadership is a key component for Grand Erie to achieve its vision of Learn Lead Inspire. Leadership starts in the classroom, the school office or the custodial room. Grand Erie is committed to identifying future leaders, actively developing new leaders and responsively supporting current leaders. We will accomplish this through differentiated, job-embedded coaching supports and professional development for Grand Erie Staff throughout the organization.

Strong leadership across Grand Erie aligned to our vision, mission and goals will help to ensure that together, we will build a culture of learning, well-being and belonging to inspire each learner. Come and join in the journey!

For Leadership inquiries or questions, please email leadershipdevelopment@granderie.ca

NOT JUST A DAY, BUT A WAY

Using Indigenous Knowledge and CRPP in School Improvement Planning

PD PLAN - APRIL 22, 2022

AGENDA

- 8:00 - 8:30 AM | Opening Address - Jan Tice
- 8:30 - 9:00 AM | Lunch Administration - Tracy Colburn
- 9:00 - 9:30 AM | Breakfast - Jan Tice
- 9:30 - 10:00 AM | Presentation of Indigenous Knowledge - Jan Tice
- 10:00 - 10:30 AM | Hilgann Sieder - Supports and Follow-Up Questions
- 10:30 - 11:00 AM | Using an Indigenous Lens in Your School - Michelle Hocking and Christine Gensler
- 11:00 - 11:30 AM | Break
- 11:30 - 12:00 PM | Indigenous Education Team Presentation and Resource Sharing - Indigenous Education Team
- 12:00 - 12:30 PM | Lunch
- 12:30 - 1:00 PM | Presentation with Grand Erie Schools - Any School
- 1:00 - 1:30 PM | Presentation with Grand Erie Schools - Any School
- 1:30 - 2:00 PM | Presentation of Learning - Sude Miller, Neil Sude & Day Sude & Day
- 2:00 - 2:30 PM | Lunch
- 2:30 - 3:00 PM | School Improvement Planning - Any School
- 3:00 - 3:30 PM | School Improvement Planning - Any School
- 3:30 - 4:00 PM | Break
- 4:00 - 4:30 PM | School Improvement Planning - Any School
- 4:30 - 5:00 PM | School Improvement Planning - Any School
- 5:00 - 5:30 PM | School Improvement Planning - Any School
- 5:30 - 6:00 PM | School Improvement Planning - Any School
- 6:00 - 6:30 PM | School Improvement Planning - Any School
- 6:30 - 7:00 PM | School Improvement Planning - Any School
- 7:00 - 7:30 PM | School Improvement Planning - Any School
- 7:30 - 8:00 PM | School Improvement Planning - Any School
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- 9:30 - 10:00 PM | School Improvement Planning - Any School
- 10:00 - 10:30 PM | School Improvement Planning - Any School
- 10:30 - 11:00 PM | School Improvement Planning - Any School
- 11:00 - 11:30 PM | School Improvement Planning - Any School
- 11:30 - 12:00 AM | School Improvement Planning - Any School

TRENDING @ GRAND ERIE

Report card writing after-school workshop

In this virtual session, teachers of Grades 1-8 will be provided with an overview of reporting directions and guidelines will also be addressed. The workshop will be facilitated by members of the Elementary Program and MLL team. Please registrants via email. Contact: Michelle.Soyars

ELEMENTARY & SECONDARY

Professional learning workshops

Educators can visit the [professional learning opportunities](#) offered by K-12 Program (Teaching and Learning) for upcor

Focus Areas 2022-23:

- Support launch of PD platform
- Monitor data and adjust messaging

Well-Being goal 1

Support awareness of specialized programming available to Grand Erie students.



- Supported promotion of **variety of programs**
- Supported communication with staff, communities following high profile **traumatic events**
- Promoted** mental health awareness and inclusion through multiple events, special recognition days etc.
- Supported and promoted the creation of the **Equity Advisory Group**
- 12 web stories** promoting or highlighting special learning, well-being and belonging activity

Focus Areas 2022-23:

- Develop program roster
- Understand key audiences
- More web, social and media stories

equity

Project SEARCH Information Night
Thursday, May 5, 2022

Well-Being goal 2

Develop website functionality to better meet the needs of external stakeholders by providing easy-to-navigate, up-to-date information and resources.



- Improvements made to overall **navigation**
- Redesigned** to match new brand
- New features** added to home page to support communication on key Issues or projects
- Project in place to **develop recommendations** for a new web platform

Focus Areas 2022-23:

- Complete RFP process
- Transition website
- Enhancements focused on metrics



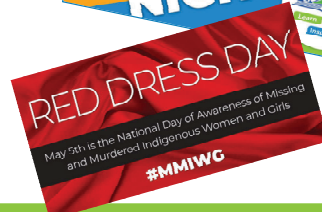
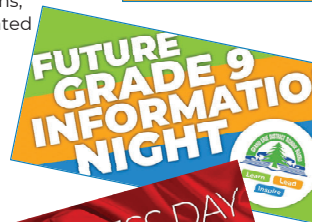
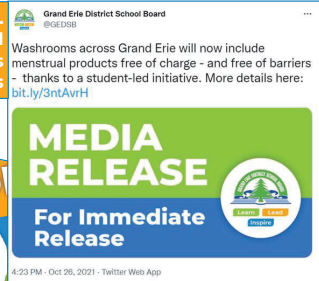
Well-Being goal 3

Develop a leading social media presence for Grand Erie.



- Redesigned** platforms to match new brand
- Supported **two-way communication** through interaction with users, responses to questions
- Deployed **social advertising** to support campaigns
- General increase in engagement** across platforms, partly skewed as a result of interest in COVID-related communication

Top Tweet for Oct. 2021
10,275 impressions
592 engagements



<p>5400 Average Tweet Engagements Per Month</p>	<p>800 Average Twitter Links Clicked Per Month</p>	<p>11% Increase in Twitter Followers</p>
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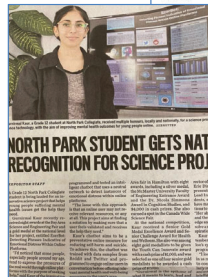
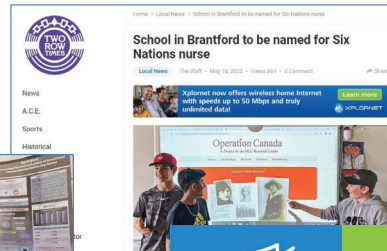
- ### Focus Areas 2022-23:
- More social campaigns
 - Instagram enhancement
 - Focus on analytics

Well-Being goal 4

Be a responsive and collaborative partner for media stakeholders.



- **73 positive** print media hits in **response to outreach**
- **42 positive incidental print** media hits
- 21 COVID-related print media hits ,11 issue-related print media hits
- Several radio interviews, **100+ web-based media** hits
- Support for **school outreach**



Focus Areas 2022-23:

- More school stories
- Student voice
- Director media tour
- Metrics/analytics focus

25
Proactive
Media
Pitches

90
Media
Responses

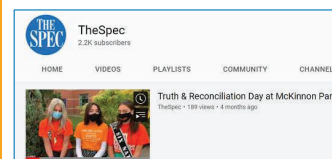
Belonging goal 1

Support awareness of Indigenous Education resources within schools, and Indigenous Education activities throughout our communities.



- Strong **media response** to Orange Shirt Day outreach
- Support for **external awareness** and promotion of days of significance
- Development and distribution of material in support of **new land acknowledgement**
- **Weekly communication** through staff newsletter

>15
Placements
in Indigenous
Media



Focus Areas 2022-23:

- Develop specific communication plan
- Bring Indigenous voices to front
- Enhance provincial profile

Superintendent feedback:

"...the team has been very helpful with developing communication plans for various Indigenous Ed projects - Voluntary Self ID, Land Acknowledgement, ESA reports, etc."

Belonging goal 2

Support the development of a positive and welcoming experience for students and families new to Canada and Grand Erie.



- Development of **welcome brochure**
- Translations** of brochure, ads, COVID Information
- Compiling **demographic data** to support decision-making
- Responding to local school requests to support communities

ਕਿਸ ਪੇਸ਼ਾ ਦਾ ਚੁਣਿਆ, ਕਿਸਦਾ ਘਰੇ ਡਰੀਮਵੇਲਾ ਅਸੀਂ ਸੋਚਦੇ ਹਾਂ? ਉਹਨਾਂ ਉਮਰ ਦਾ ਸਭ ਪ੍ਰਯਾਨ ਕਰਦੇ ਹਾਂ, ਜੋ ਉਨ੍ਹਾਂ ਨੂੰ ਸਹੀ ਦਿਸ਼ਾ ਵਿੱਚ ਸਹਾਇਤਾ ਦਿੰਦੇ ਹਨ। (Office of the Chief Medical Officer of Health) (CMOHO) ਦੇ ਸਹਾਇਤਾ ਵਾਲੇ ਸਕ੍ਰੀਨਿੰਗ ਪ੍ਰੋਗਰਾਮ 'ਤੇ ਸਹਾਇਤਾ ਦਿੰਦੇ ਹਨ।

ਕਿਸ ਪੇਸ਼ਾ ਦਾ ਚੁਣਿਆ, ਕਿਸਦਾ ਘਰੇ ਡਰੀਮਵੇਲਾ ਅਸੀਂ ਸੋਚਦੇ ਹਾਂ? ਉਹਨਾਂ ਉਮਰ ਦਾ ਸਭ ਪ੍ਰਯਾਨ ਕਰਦੇ ਹਾਂ, ਜੋ ਉਨ੍ਹਾਂ ਨੂੰ ਸਹੀ ਦਿਸ਼ਾ ਵਿੱਚ ਸਹਾਇਤਾ ਦਿੰਦੇ ਹਨ। (Office of the Chief Medical Officer of Health) (CMOHO) ਦੇ ਸਹਾਇਤਾ ਵਾਲੇ ਸਕ੍ਰੀਨਿੰਗ ਪ੍ਰੋਗਰਾਮ 'ਤੇ ਸਹਾਇਤਾ ਦਿੰਦੇ ਹਨ।



Focus Areas 2022-23:

- Clarity and simplicity in language
- Key information in multiple languages

Belonging goal 3

Support employee recruitment and retention by positioning Grand Erie as an employer of choice across the region.



- Developed and launched **all-staff newsletter** to support information sharing and illustrate how the MYSP is embedded in everyone's role
- Developed **new branding** for recruitment, supported development of new material
- Supported communication of **job postings** internally and externally
- Supported communication of **Administrative placements**



Grand Erie District School Board
Published by Jennifer Lounsbury on October 15, 2021

We're hiring! Grand Erie is currently seeking applicants for the following positions:
Purchasing Clerk
Educational Assistants (permanent, casual and 'unqualified emergency')
Casual Caretakers
For full details, visit:
<https://bit.ly/20uK6yW>

Grand Erie - Make a Difference!

Visit:
granderie.ca/jobopportunities
and begin an exciting career in education!

Top Facebook post for Oct.2021
15,274 reach
203 engagements



Focus Areas 2022-23:

- Continue to re-work recruiting material
- Support enhanced orientation tools

Graphic/Design projects





Grand Erie District School Board

TO: Trustees of the Grand Erie District School Board

FROM: C. Kitchen, Student Trustee – South
R. Mitchell, Student Trustee – North
S. Green, Student Trustee – Indigenous

RE: **Student Trustee’s Report**

DATE: June 27th, 2022

Year-End Report:

This school year has been a whirlwind for the students of Grand Erie. At the beginning, most restrictions were still in place, there was no extracurriculars, and many unfortunate missed experiences for students.

Over time, our system was faced with many challenges. There were periods of increased case counts which led to cancellations of events, and a rapid switch to online learning in January. As students returned to in-person learning, they prepared for the change from the quadmester to semester learning model. Ever since, Grand Erie has continued to move back towards “normal”. Sports and extracurriculars have resumed to their previous capacities, schools are welcoming families in for events, and staple occasions such as dances, proms, and graduations have returned. It has been an amazing feeling to see students regaining their sense of school community.

As Student Trustees, we have worked tirelessly all year to advocate for students and their voice. We kicked off the year with our *Student Trustee Governance* motion – requesting the chair of the board to send a letter to the Ministry of Education calling for changes to the Education Act to expand the role of Student Trustees, including the right to move and second motions. We were the first school board to send this letter, setting a precedent that numerous others have followed due to similar motions brought forward from their Student Trustees.

A big accomplishment from our term was our “revamped” Student Senate. This included an all-new structure stemming from three working groups: Student Leadership, Student Well-Being, and Environmental Sustainability. In addition, we worked with the communications department to create branding tied in with the multi-year strategic plan. This also included an Instagram account run by the Student Trustees to showcase events going on regarding to Senate, as well as a vehicle to gather student voice and share board decisions. These pieces have come together to create a much greater sense of community between our Student Senators from across the Board. This has been an integral facet of our roles in the rapidly changing school year.

Beyond the Boardroom, we routinely met with Superintendent Graham to facilitate the gathering and sharing of student voice on operations-based matters. This was incredibly valuable as decisions made by our Executive Council often also impact a large number of our students. This opportunity is something we appreciate immensely and strongly suggest implementing permanently.

Grand Erie has been represented very well at the Ontario Student Trustees Association this year. Carson held the position of Secretary on the Public Board Council Cabinet – representing

all of the public board students in Ontario. Reilly and Carson attended the Fall General Meeting in November, Carson attended the Board Council Conferences in February, and Carson (alongside the incoming Student Trustees: Tatyana, Maggie, and Aleena) attended the Annual General Meeting in Toronto at the end of May. This professional development and involvement at the provincial scale is essential to our roles and we appreciate the Board's support of OSTA-AECO.

To conclude, we are incredibly grateful for the privilege of being able to serve on this Board and represent the students of Grand Erie. We thank the entire team: Trustees, the Director, Superintendents, and all our support staff for assisting us in our roles – we truly could not have done it without you.

And to the students: thank you for putting your trust in us to represent you. It has been an honour.

We wish the incoming Student Trustees the best of luck as they begin their terms this August.

Grand Erie Multi-Year Plan

This report supports the Lead indicator of Learn Lead Inspire and the following statement: we will build a culture of belonging to support an equitable, inclusive and responsive environment for each learner.

Respectfully submitted,

C. Kitchen, Student Trustee – South
R. Mitchell, Student Trustee – North
S. Green, Student Trustee - Indigenous



Grand Erie District School Board

TO: Trustees of the Grand District School Board
FROM: Tom Waldschmidt, Chair, Committee of the Whole Board
RE: **Committee of the Whole Board Report**
DATE: June 27, 2022

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board approve the recommendations from the June 13, 2022 Committee of the Whole Board meeting as follows:

1. **Director’s Report**
THAT the Grand Erie District School Board receive the Director’s Report of June 13, 2022 as information.
2. **2022-23 Board Budget**
 - a) THAT the Grand Erie District School Board approve the 2022-23 Operating budget of \$354,880,257.
 - b) THAT the Grand Erie District School Board approve the 2022-23 Capital Budget of \$25,795,000.
3. **Annual Review of the Special Education Plan**
THAT the Grand Erie District School Board approve the Annual Review of the Special Education Plan, and the submission of two copies of the updated plan and the Special Education Report Components Checklist to the Regional Office of the Ministry of Education by July 31, 2022.
4. **2022-23 Committee/Board Meeting Schedule**
THAT the Grand Erie District School Board approve the 2022-23 Finance Committee, Policy and Program Committee and Regular Board Meeting schedule, as amended (to approve).
5. **Boundary Review – Paris Area (Brant North)**
THAT the Grand Erie District School Board refer the proposed Paris Area School boundary review to a Special Ad Hoc Committee for stakeholder feedback and input.
6. **Boundary Review – Brantford East**
THAT the Grand Erie District School Board refer the proposed Brantford East area School boundary review to a Special Ad Hoc Committee for stakeholder feedback and input.
7. **Boundary Review – Waterford Area (Norfolk North West)**
THAT the Grand Erie District School Board refer the proposed Waterford Area School boundary review to a Special Ad Hoc Committee for stakeholder feedback and input.



8. **Category III Trips**
THAT the Grand Erie District School Board receive the Category III Trips (SO15) report as information.
9. **Implications of 2022-23 Friday the 13th Events on Port Dover Students**
THAT the Grand Erie District School Board approve Option 1 (Lakewood Elementary School remains open to students/transportation runs in Port Dover) for January 13, 2023.
10. **Right to Read**
THAT the Grand Erie District School Board receive a summary of the Ontario Human Rights Commission Right to Read report as information.
11. **Visual Identity (SO-25) & (SO-025)**
 - a) THAT the Grand Erie District School Board approve Visual Identity (SO-25) Policy, as amended, to change Superintendent of Education to Superintendent.
 - b) THAT the Grand Erie District School Board receive Visual Identity (SO-025) Procedure as information.
12. **Advocacy (F5)**
THAT the Grand Erie District School Board approve Advocacy (F-05) Policy.
13. **Boundary Reviews (FT-08) & (FT-008)**
 - a) THAT the Grand Erie District School Board approve Boundary Reviews (FT-08) Policy.
 - b) THAT the Grand Erie District School Board receive Boundary Reviews (FT-008) Procedure as information.
14. **Privacy and Records Information Management (SO-19)**
THAT the Grand Erie District School Board forward Privacy and Records Information Management (SO-19) Policy to all appropriate stakeholders for comments to be received by September 28, 2022.
15. **Use of Electronic Communication and Social Media Guidelines (SO-03)**
THAT the Grand Erie District School Board forward Use of Electronic Communication and Social Media Guidelines (SO-03) Policy to all appropriate stakeholders for comments to be received by September 28, 2022.
16. **Right to Disconnect (HR-002)**
THAT the Grand Erie District School Board receive Right to Disconnect (HR-002) Procedure as information.
17. **Anti-Sex Trafficking Protocol**
THAT the Grand Erie District School Board receive the Anti-Sex Trafficking Protocol as information.
18. **Exclusion of Student (SO-32)**
THAT Exclusion of Students Policy be referred to the October 3, 2022, Policy and Program Committee meeting.
19. **OPSBA Report**
THAT the Grand Erie District School Board receive the OPSBA Report as information.

20. **Correspondence**

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

Respectfully submitted,

Tom Waldschmidt , Chair
Committee of the Whole Board



Grand Erie District School Board

TO: Trustees of the Grand Erie District School Board
FROM: JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board
RE: **Grand Erie Parent Involvement Committee Annual Report for 2021-22**
DATE: June 27, 2022

<p>Recommended Action: Moved by _____ Seconded by _____ THAT the Grand Erie District School Board receive the Grand Erie Parent Involvement Committee Annual Report as information.</p>
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Background

This year, Grand Erie Parent Involvement Committee (GEPIC) continued to deliver content and approach for parents and caregivers by hosting sessions in a virtual platform and ensuring topics and speakers were relevant and timely for families. Sarah Nichol was selected as GEPIC Chair for 2021-22. A summary of activities is included below.

GEPIC Sessions: The 2021-22 GEPIC Start-up session took place on October 14, 2021 followed by an orientation on November 17. The evening featured breakout sessions on several topics, for example:

- parent engagement: successes and challenges
- school fundraising and partnership activities
- how can schools engage in the strategic plan?

GEPIC meetings included updates such as destreaming, an updated School Council Guide, Equity Focus groups, Grade 8-9 transitions, updated science curriculum, and graduation results.

GEPIC Parent Involvement Financial Overview:

The GEPIC budget was \$9,755.00. Schools received \$500.00 for parent engagement and the Pro Grant was predetermined by the Ministry at \$29,465.00. Funds were used to host a GEPIC Speaker Series and the purchase of a books for each school library, including

- We All are Welcome, by Alexandra Penfold
- Here's My Book, by Michael Jacques
- In My Heart, by Jo Witek

GEPIC Speaker Series:

- Session 1 - Dr. Jean Clinton - Focus from a Parent Perspective
- Session 2 - Paul Davis - Internet Safety for Children and Teens
- Session 3 - Dr. Singh, Understanding Sikhism, and Dr. Gordon, Building Confidence

Grand Erie Multi-Year Plan

This report supports the learning, well-being, and belonging indicators of Learn Lead Inspire.

Respectfully submitted,

JoAnna Roberto
Director of Education and Secretary of the Board





Grand Erie District School Board

TO: Trustees of the Grand Erie District School Board
FROM: Susan Gibson, Chair of the Board
RE: **2022 Trustee Statutory and Standing Committee Representation Update**
DATE: June 27, 2022

<p>Recommended Action: Moved by _____ Seconded by _____ THAT the Grand Erie District School Board approve the updated Trustee Statutory and Standing Committees Representation for September to November 2022.</p>

Background

Attached is the updated 2022 Trustee Statutory and Standing Committee Representation list for September to November 2022.

Communication Plan

All stakeholders will be notified accordingly.

Respectfully submitted,

Susan Gibson
Chair of the Board

**GRAND ERIE DISTRICT SCHOOL BOARD
2022 COMMITTEE REPRESENTATION - SEPTEMBER - NOVEMBER**

	Greg Anderson	Rita Collver	David Dean	Eva Dixon	Brian Doyle	Susan Gibson	James Richardson	Carol Ann Sloat	Claudine VanEvery-Albert	Tom Waldschmidt	Don Werden
STATUTORY COMMITTEES											
Accessibility Plan (1)			✓					*			
Audit Committee (3)		✓						✓			✓
Finance					✓	✓	✓	✓		✓	✓
Grand Erie Parent Involvement (2)						✓				✓	
Governance Committee					✓	✓			✓		✓
Policy and Program	✓	✓		✓	✓	✓			✓		
S.E.A.C. (2 + 2 Alt.)		✓	Alt.		Alt.	*				✓	
S.A.L (Brant) + Alt.			✓	Alt. *							
S.A.L (Haldimand) + Alt.				✓			Alt.				
S.A.L (Norfolk) + Alt.				✓							Alt.
Student Discipline (3 + Alt.) [All trustees are second alternative]	✓				✓	✓					Alt.
STANDING COMMITTEES											
Director's Review Committee (Chair, Vice Chair +2)					✓	✓			✓		✓
Indigenous Education Advisory (1 + 1 Native)				✓					✓		
Joint Advisory (Brantford) (2)	*		✓					✓			
Native Advisory (1+1 Native)		✓							✓		
STSBHN [Transportation] (1 + Alt.)	Alt.						✓				



Grand Erie District School Board

TO: JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Quarterly Budget Report**
DATE: June 27, 2022

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board receive the Quarterly Budget Report for the nine months ended May 31, 2022 as information.

Background

Consistent with Policy - Budget Development Process, the Quarterly Budget Report for the nine months ended May 31, 2022 is attached.

Additional Information

Business Services has reviewed the financial activity for the period September 2021 to May 2022, collected information from budget-holders, made spending assumptions for the next three months and compared forecasted expenditures against the Revised Estimates budget. Some of the highlights are summarized below:

- Revenues are expected to increase approximately \$400,000 to due higher than anticipated student enrolment. Initial analysis indicates that the growth is a result of higher yields in areas such as Caledonia and Southwest Brantford as well as a greater number of students participating virtually.
- Anticipated in year pressure of the cost of replacement staff for teachers, educational assistants and early childhood educators of \$664,000 is expected.
- Facility operational costs are anticipated to increase by \$1.1 million due to additional funds to support HEPA filter installations, the impact of inflation on commodities and materials, higher use of supplies, targeted school renewal maintenance and provisions for increased utility costs over the last quarter.

The 2021-22 Revised Estimates was filed with a \$1.2 million deficit. This was only a transaction deficit, as the Ministry has instructed Boards to exclude the Support for Students Fund from revenue and include it in accumulated surplus. Senior administration is delighted to announce that the information summarized above and in the attached dashboard indicates that the Board is trending towards a balanced year end for 2021-22. The biggest risks associated with the forecast presented are related to pandemic pricing of goods and services, the economic and political impact on prices and a continued rise in staff absenteeism.

Respectfully submitted,

Rafal Wyszynski
Superintendent of Business & Treasurer

Grand Erie District School Board
2021-22 3rd Quarter Forecast
For the period ended August 31, 2022

Summary Comparison of 2021-22 Q3 Forecast versus 2021-22 Estimates & Revised Budget

(\$ Figures in Thousands)	21-22		21-22	Variance	
	Estimates	Revised	Q3	\$	%
Revenue					
Provincial Grants (GSN)	297,571	305,867	307,190	1,322	0.4%
Grants for Capital Purposes	4,838	3,872	3,832	(40)	-1.0%
Other Non-GSN Grants	9,129	13,902	15,248	1,347	9.7%
Other Non-Grant Revenues	8,387	8,302	8,399	97	1.2%
Amortization of DCC	18,419	16,815	16,815	-	-
Total Revenue	338,344	348,759	351,484	2,725	0.8%
Expenditures					
Classroom Instruction	231,391	238,793	238,322	(472)	-0.2%
Non-Classroom	28,887	29,648	30,136	488	1.6%
Administration	7,897	8,732	8,697	(35)	-0.4%
Transportation	14,360	14,677	14,424	(253)	-1.7%
Pupil Accommodation	50,617	49,812	51,111	1,299	2.6%
Contingency & Non-Operating	5,192	8,284	8,794	510	6.2%
Total Expenditures	338,344	349,945	351,484	1,539	0.4%
In-Year Surplus (Deficit)	-	(1,187)	-	1,187	-100.0%
Prior Year Accumulated Surplus for compliance	2,960	5,998	5,998	-	-
Accumulated Surplus (Deficit) for compliance	2,960	4,812	5,998	1,187	24.7%

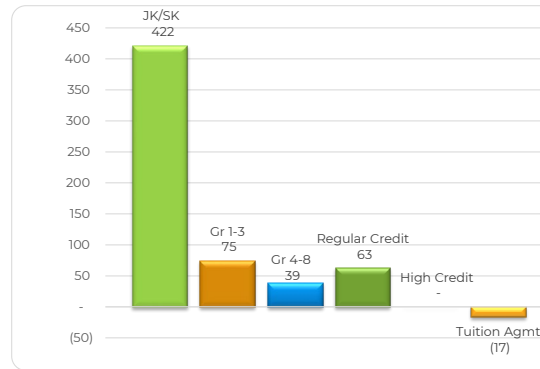
Summary of Enrolment

ADE	21-22		21-22	Variance	
	Estimates	Q3	#	%	
Elementary					
JK/SK	3,036	3,458	422	13.9%	
Gr 1-3	5,530	5,605	75	1.3%	
Gr 4-8	9,402	9,441	39	0.4%	
Total Elementary	17,968	18,503	535	3.0%	
Secondary <21					
Regular Credit	7,061	7,124	63	0.9%	
High Credit	40	40	-	0.0%	
Tuition & Visa	427	410	(17)	-4.0%	
Total Secondary	7,528	7,574	46	0.6%	
Total Board	25,496	26,077	581	2.3%	

Summary of Staffing

FTE	21-22		21-22	Variance	
	Estimate	Revised	#	%	
Classroom					
Teachers	1,632.7	1,684.0	51.3	3.1%	
Early Childhood Educators	122.0	123.0	1.0	0.8%	
Educational Assistants	350.5	358.5	8.0	2.3%	
Total Classroom	2,105.2	2,165.5	60.3	2.9%	
School Administration	226.3	230.3	4.0	1.8%	
Board Administration	65.0	67.5	2.5	3.8%	
Facility Services	211.4	219.4	8.1	3.8%	
Coordinators & Consultants	43.0	40.5	(2.5)	-5.8%	
Paraprofessionals	52.5	56.0	3.5	6.7%	
Child & Youth Workers	17.0	19.5	2.5	14.7%	
IT Staff	31.0	34.0	3.0	9.7%	
Library	12.8	12.8	-	0.0%	
Transportation	6.0	6.0	-	0.0%	
Other Support	6.0	6.0	-	0.0%	
Continuing Ed	8.1	8.1	-	0.0%	
Trustees	14.0	14.0	-	0.0%	
Non-Classroom	693.0	714.1	21.1	3.0%	
Total	2,798.2	2,879.6	81.4	2.9%	

Changes in Enrolment: Budget v Forecast



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2021-22 3rd Quarter Forecast
Revenues
For the period ended August 31, 2022

(\$ Figures in Thousands)

	Budget Assessment					Material Variance Note
	2021-22 Estimates	2021-22 Revised	21-22 Q3 Forecast	Change		
				\$ Increase (Decrease)	% Increase (Decrease)	
Grant Revenues						
Declining Enrolment	141,223	144,748	145,472	724	0.5%	a.
School Foundation	20,715	20,983	21,489	506	2.4%	b.
Special Education	38,195	39,874	39,874	-	0.0%	
Language Allocation	4,403	4,403	4,403	-	0.0%	
Supported School Allocation	29	29	29	-	0.0%	
Rural and Northern Education Funding	629	749	749	-	0.0%	
Learning Opportunities	4,459	5,308	5,334	27	0.6%	
Continuing and Adult Education	1,515	1,391	1,391	-	0.0%	
Teacher Q&E	28,094	28,601	28,601	-	0.0%	
ECE Q&E	1,614	1,826	1,826	-	0.0%	
New Teacher Induction Program	138	138	138	-	0.0%	
Restraint Savings	(80)	(80)	(80)	-	0.0%	
Transportation	13,659	13,852	13,782	(70)	(0.5%)	c.
Administration and Governance	7,493	7,652	7,652	-	0.0%	
School Operations	26,789	27,226	27,362	136	0.5%	
Community Use of Schools	360	360	360	-	0.0%	
Declining Enrolment	595	422	422	-	0.0%	
Indigenous Education	2,685	3,226	3,226	-	0.0%	
Support for Students Fund	2,816	2,816	2,816	-	0.0%	
Mental Health Workers Allocation	509	567	567	-	0.0%	
Safe Schools Supplement	504	514	514	-	0.0%	
Program Leadership	965	999	999	-	0.0%	
Permanent Financing - NPF	262	262	262	-	0.0%	
Total Operating Grants	297,571	305,867	307,190	1,322	0.4%	
Grants for Capital Purposes						
School Renewal	2,937	2,937	2,937	-	0.0%	
Temporary Accommodation	262	346	346	-	0.0%	
Short-term Interest	200	200	160	(40)	(20.0%)	d.
Debt Funding for Capital	2,934	2,934	2,934	-	0.0%	
Minor Tangible Capital Assets (mTCA)	(1,495)	(2,545)	(2,545)	-	0.0%	
Total Capital Purposes Grants	4,838	3,872	3,832	(40)	(0.8%)	
Other Non-GSN Grants						
Priority & Partnership Fund (PPF)	3,464	5,033	5,827	793	22.9%	e.
Provincial COVID-19 Funding	3,092	6,185	6,659	474	15.3%	
Other Federal & Provincial Grants	2,573	2,684	2,763	79	3.1%	
Total Non-GSN Grants	9,129	13,902	15,248	1,347	14.7%	
Other Non-Grant Revenues						
Education Service Agreements - Six Nations	5,688	5,715	5,820	105	1.8%	
Education Service Agreements - MCFN	594	534	545	11	1.8%	
Other Fees	145	145	170	25	17.5%	f.
Other Boards	210	210	210	-	0.0%	
Community Use & Rentals	865	751	735	(16)	(1.8%)	
Miscellaneous Revenues	885	947	918	(29)	(3.3%)	
Non Grant Revenue	8,387	8,302	8,399	97	1.2%	
Deferred Revenues						
Amortization of DCC	18,419	16,815	16,815	-	0.0%	
Total Deferred Revenue	18,419	16,815	16,815	-	0.0%	
TOTAL REVENUES	338,344	348,759	351,484	2,725	0.8%	

Explanations of Material Grant Variances

- a. Increase as a result of higher than anticipated enrolment.
- b. Increase due to release of funding for P/VP to support compensation.
- c. Decrease due to claw back as a result of lower number of school bus operating days.
- d. Decrease due to lower interest payments.
- e. Increase as a result of additional PPFs announced by the Ministry for targeted initiatives.
- f. Increase due to the higher than anticipated enrolment in fee-paying programs.

Notes:

- 1. 2021-2022 Estimates Budget as approved by the Board in June 2021

Grand Erie District School Board
2021-22 3rd Quarter Forecast
Expenses
For the period ended August 31, 2022

(\$ Figures in Thousands)

Budget Assessment						
	2021-22 Estimates	2021-22 Revised	21-22 Q3 Forecast	Change		Material Variance Note
				\$ Increase (Decrease)	% Increase (Decrease)	
Classroom Instruction						
Teachers	170,541	174,099	173,631	(469)	(0.3%)	
Supply Teachers/EAs/ECEs	6,254	7,366	8,030	664	10.6%	a.
Educational Assistants	18,966	19,259	18,909	(350)	(1.8%)	
Early Childhood Educators	6,798	6,850	6,622	(228)	(3.4%)	
Classroom Computers	4,497	5,345	5,515	170	3.8%	
Textbooks and Supplies	8,117	8,793	8,399	(394)	(4.9%)	
Professionals and Paraprofessionals	9,926	10,695	10,607	(88)	(0.9%)	
Library and Guidance	5,214	5,220	5,094	(126)	(2.4%)	
Staff Development	678	765	1,114	350	51.6%	b.
Department Heads	401	401	401	0	0.0%	
Total Instruction	231,391	238,793	238,322	(472)	(0.2%)	
Non-Classroom						
Principal and Vice-Principals	14,620	14,591	15,302	711	4.9%	c.
School Office	6,783	7,282	6,906	(376)	(5.5%)	d.
Co-ordinators and Consultants	6,002	5,544	5,642	98	1.6%	
Continuing Education	1,483	2,231	2,287	56	3.8%	
Total Non-Classroom	28,887	29,648	30,136	488	1.7%	
Administration						
Trustees	362	361	334	(27)	(7.5%)	
Director/Supervisory Officers	1,494	1,494	1,588	95	6.3%	
Board Administration	6,041	6,877	6,774	(102)	(1.7%)	
Total Administration	7,897	8,732	8,697	(35)	(0.4%)	
Transportation	14,360	14,677	14,424	(253)	(1.8%)	
Pupil Accommodation						
School Operations and Maintenance	25,188	26,008	27,207	1,199	4.8%	e.
School Renewal	2,937	2,937	2,937	-	0.0%	
Other Pupil Accommodation	3,496	3,496	3,596	100	2.9%	
Amortization & Write-downs	18,996	17,371	17,371	-	0.0%	
Total Pupil Accommodation	50,617	49,812	51,111	1,299	2.6%	
Contingency & Non-Operating	2,099	2,099	2,099	-	0.0%	
COVID-19 Expenditures	3,093	6,185	6,695	510	16.5%	
TOTAL EXPENDITURES	338,344	349,945	351,484	1,539	0.5%	

Explanations of Material Expense Variances

- a. Increase due to significant increase to staff absenteeism costs.
- b. Increase as a result of additional investments in professional development; funded through PPFs.
- c. Increase due to additional support required for school administrators as well as introduction of fully supported compensation increases.
- d. Decrease due to lower than anticipated utilization of clerical pool hours as well as lower telecommunication costs.
- e. Increase due to purchase of additional HEPA filters, higher utility costs and additional repairs, maintenance and consumable costs.

Notes:

- 1. 2021-2022 Estimates Budget as approved by the Board in June 2021



Grand Erie District School Board

TO: JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **Energy Conservation Consumption Report (2020-21)**
DATE: June 27, 2022

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board receive the Energy Conservation Consumption Report for 2020-21 as information.

Background

O. Reg 507/18, under the Electricity Act requires public agencies such as municipalities, school boards, universities, colleges and hospitals to report annually on their energy consumption and greenhouse gas (GHG) emissions. The report is due July 1st and must report on the total consumption and GHS of all energy types for the previous fiscal year. This year's report covers September 1, 2020 to August 31, 2021.

All data must be uploaded onto the Ministry of Energy's reporting module. From the reporting module, a report is generated using the Ministry of Energy's reporting template. Please refer to Appendix A: Energy Consumption and Greenhouse Gas Emissions Reporting - 2020-21. This is referred to as Grand Erie's 2020-21 Consumption report in the remainder of this report. Grand Erie District School Board's 2020-21 Energy Report was successfully completed, uploaded and is available as of June 3, 2022 on the Ministry of Energy's BPS Portal. For the purpose of the report, Grand Erie reports on Branlyn and Notre Dame while the Brant Haldimand Norfolk Catholic District School Board reports on St. Basils and Walter Gretzky.

As per O. Reg. 507/18, Boards are required to submit their completed consumption report annually to the Ministry of Energy, post both reports on both the internet and intranet sites and provide a hard copy at their office to any interested member of the public.

Additional Information

The most informative figures within the report are the Energy Intensity figures located in the last column. Energy Use Intensity (EUI), measured in equivalent kilowatt hours per square foot (ekWh/sqft), is the base unit used by energy managers for comparison purposes. This metric is developed by first establishing natural gas consumption which is reported as cubic metres (m³) or gigajoules (GJ). Propane consumption reported in litres are also reported. These consumptions are then converted to equivalent kilowatt hours (ekWh). Total energy consumption is calculated by adding ekWh of gas and propane use to electrical consumption, already reported in kWh. Determining intensity involves accounting for square footage of all facilities in our inventory. This produces the EUI measured in ekWh/sq ft.

Energy intensity is driven by energy consumption at each site. This is impacted by a number of variables. It is important to note that some variables are beyond the control of the school board itself. For example, both community growth and Ministry-driven expectations require additional space and extended hours at a facility which would increase energy demand and consumption. Examples of other facility variables include:

- Year of construction and building design, including Building Automation Systems (BAS), building envelope, etc.
- Building area, including renovations, additions, portables, etc.
- HVAC equipment on site, including system type, system age, lifecycle considerations, areas with air conditioning and vented spaces.
- Site use/Facility Type (elementary, secondary, administrative or maintenance).
- Shared use schools, including libraries, literacy centres, sports fields, childcare facilities and other third party partnerships.
- Hours of operations and specialty programming, including before and after school programs, community use, summer school, etc.

Other variables which greatly impact the energy consumption at a site include:

- Weather as colder or hotter weather conditions drive energy demand
- Location and topography of the site (lake effect, wind, etc.)
- Occupancy behaviour
- COVID-19 with increased ventilation and system operational times

Below are the previous three years energy consumption broken out by the three sources: electricity, natural gas and propane (Glen Morris only).

Energy Consumed	2018-19	2019-20	2020-21
Total Electricity (kWh)	20,120,996	17,042,409	16,736,730
Total Natural Gas (m3)	5,009,260	4,407,316	4,210,492
Total Propane (L)	34,891	32,494	11,017

Although there are several variables, as mentioned, which affect energy consumption, COVID-19 likely played a large role in the reduced energy consumption in the 2020-21 school year. Province-wide school closures resulted in less in-person instructional days for the year. Further, most schools, except for those running special education programs, were scheduled to be unoccupied for the duration of the school closure periods.

Next Steps

This report was created in order to outline the Green Energy Act’s Ontario Regulation 507/18 requirements for Ontario school boards including Grand Erie District School Board. The Grand Erie District School Board will continue to expand and improve its energy and environmental conservation initiatives for the betterment of our students, staff, school community, and the environment.

Grand Erie Multi-Year Plan

This report supports the Belonging indicator of Learn Lead Inspire and the following statement: We build a culture of belonging to support an equitable, inclusive and responsive environment for each learner.

Respectfully submitted,

Rafal Wyszynski
 Superintendent of Business & Treasurer



Appendix A: Energy Consumption and Greenhouse Gas Emissions Reporting - 2020-21

Operation Name	Operation Type	Address	City	Postal Code	Total Floor Area	Unit	Avg hrs/wk	Swimming Pool (Yes/No)	Number of Portables	Electricity Quantity	Electricity Unit	Natural Gas Quantity	Natural Gas Unit	Propane Quantity	Propane Unit	GHG Emissions (Kg)	Energy Intensity (ekWh/sqft)
Teeterville PS	School	229 Teeter St. PO Box 1	Teeterville	N0E 1S0	21,194.14	Square feet	80	No	0	88,180.52298	kWh	32,386.94963	Cubic Meter			63,475.65937	20.40101
Thompson Creek E S	School	800 Cross St W	Dunnville	N1A 1N7	52,463.30	Square feet	80	No	0	155,167.77930	kWh	55,034.62175	Cubic Meter			107,998.65147	14.10631
Tollgate Technological Skills Centre	School	112 Tollgate Rd	Brantford	N3R 4Z6	98,867.56	Square feet	80	No	4	622,760.73242	kWh	168,327.56821	Cubic Meter			334,092.66042	24.39333
Valley Heights SS	School	2561 #59 Highway	Langton	N0E 1G0	109,092.20	Square feet	80	No	0	474,022.50196	kWh	161,551.27368	Cubic Meter			377,496.12453	20.08350
Walpole North E S	School	1895 Regional Rd. #55, R.R. #5	Hagersville	N0A 1H0	20,654.65	Square feet	80	No	1	59,913.85010	kWh	18,934.26494	Cubic Meter			37,322.32018	12.64330
Walsh Public School	School	933 St. John's Road West ,RR#2	Simcoe	N3Y 4K1	38,065.47	Square feet	80	No	2	111,758.32236	kWh	30,479.12210	Cubic Meter			60,468.67696	11.44564
Waterford DHS	School	227 Main St., South	Waterford	N0E 1Y0	126,260.70	Square feet	80	No	0	402,204.09009	kWh	156,458.43093	Cubic Meter			306,039.82358	16.35512
Waterford PS (Formally A.B. Massecar)	School	100 East Church St	Waterford	N0E 1Y0	20,305.31	Square feet	80	No	5	170,355.69519	kWh	30,790.05709	Cubic Meter			62,547.72500	24.50519
West Lynn PS	School	18 Parker Dr	Simcoe	N3Y 1A1	28,815.63	Square feet	80	No	0	99,336.46753	kWh	33,717.94113	Cubic Meter			66,275.96432	15.88316
Woodman Drive (Cainsville PS)	School	51 Woodman Dr	Brantford	N3S 4K3	26,063.71	Square feet	80	No	6	177,985.64844	kWh	21,092.87312	Cubic Meter			44,408.13420	15.42973



Grand Erie District School Board

TO: JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board
FROM: Rafal Wyszynski, Superintendent of Business & Treasurer
RE: **HexPod and Outdoor Classroom Construction at McKinnon Park Secondary School**
DATE: June 27, 2022

Recommended Action: Moved by _____ Seconded by _____
 THAT the Grand Erie District School Board approve the contract for HexPod and outdoor classroom construction at McKinnon Park Secondary School from Reid & Deleye Contractors Ltd. in the amount of **\$901,765.47**.

Background

In May of 2021, funding was announced part of the COVID-19 Resilience Infrastructure Stream (CVRIS) to build, modify, repair and/or reconfigure assets to respond to the COVID-19 pandemic and provide a public benefit. The HexPod portables and exterior classroom was one of the many projects listed for Grand Erie, however due to complexity of project and scope, the original plan to build six, has been reduced to two. The Board issued two Request for Tenders for HexPod and outdoor classroom construction on 2021-37-T on April 19, 2021 with a closing date of May 27, 2021 and 2022-19-T on February 3, 2022 with a closing date of March 9, 2022, neither of which received any bids.

The Board then requested that the architect for this project, +VG to source a contractor. They successfully obtained a quote from Reid & Deleye Contractors Ltd. The bid is summarized in the table below:

Proponent	Stipulated Bid Price (Excl. HST)
Reid & Deleye Contractors Ltd.	\$901,765.47

Additional Information

Purchasing Services has completed the necessary evaluation steps of the competitive processes and recommends award of the Contract to **Reid & Deleye Contractors Ltd.** Due to the significant change in scope for the CVRIS funding, both provincial and federal approval was required before proceeding. This was accomplished in May 2022 and there is sufficient budget to accommodate the proposed construction.

Grand Erie Multi-Year Plan

This report supports the Belonging indicator of Learn Lead Inspire and the following statement: we build a culture of belonging to support an equitable, inclusive and responsive environment for each learner.

Respectfully submitted,

Rafal Wyszynski
 Superintendent of Business & Treasurer





Special Education Advisory Committee

Thursday May 19th, 2022

6:00 p.m.

MS Teams Virtual Meeting

MINUTES

- Chair:** W. Rose, Community Representative
- Community Reps:** C. Brady M. Gatopoulos K. Jones T. Sault
- Trustees:** R. Collver T. Waldschmidt
- Grand Erie Staff:** P. Bagchee, Manager, Mental Health & Well-being
F. Lainson, Program Coordinator, Special Education
L. Sheppard, Applied Behaviour Analysis Coordinator
L. Thompson, Superintendent of Education
- Organizations/ Agencies:** L. Boswell, Information Services/Resources Coordinator, Contact Brant
T. Buchanan, Supervisor of Employment Supports, Community Living Brant
L. DeJong, Social Worker, Lansdowne Children's Centre
A. Detmar, Tele-Mental Health Coordinator, Woodview
Dr. L. Scott, Fetal Alcohol Spectrum Disorder
- Absent with Regrets:** J. Angus, Contact Brant (Alternate)
A. Csoff, Haldimand-Norfolk REACH
J. Trovato, Community Representative
J. White, Principal Leader - Special Education
T. Wilson, Community Representative
- Absent:** B. Bruce, Community Representative
D. Dean, Alternate Trustee
B. Doyle, Alternate Trustee
L. Nydam, Native Representative
- Guests:** J. Roberto, Director of Education, Grand Erie DSB
C. Bibby, Safe and inclusive Schools Lead, Grand Erie DSB
M. McKinnon, Occupational Therapist, Lansdowne
G. Rousell, System Research Leader, Grand Erie DSB
D. Smouter, Manager of Communications, Grand Erie DSB
- Recording Secretary:** J. Valstar, Executive Assistant to the Superintendent of Education

A - 1 **Opening**

(a) **Welcome / Land Acknowledgment**

Chair W. Rose called the May 19, 2022 Special Education Advisory Committee (SEAC) meeting to order at 6:00 p.m. and gave the Land Acknowledgement.

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

Add: H-1 (a) Woodview Update and I-1 (e) Email from Parent D-1-b and D-1-c to be discussed earlier under B-1-c and B-1-d

Moved by: Chair Rose

Seconded by: K. Jones

THAT the SEAC 21-09 Agenda for Thursday May 19, 2022 be approved, as amended.

Carried



Special Education Advisory Committee

Thursday May 19th, 2022

6:00 p.m.

MS Teams Virtual Meeting

MINUTES

B - 1 Timed Items

(a) All About Developmental Coordination Disorder (DCD)

M. McKinnon, Occupational Therapist, Lansdowne, presented information about DCD, as well as some videos demonstrating children with and without DCD. Recommendations for children with DCD were discussed. Details were shared about the Mind Before Motion Camp being offered this summer. M. McKinnon, Occupational Therapist, Lansdowne, addressed questions about DCD from committee members.

(b) Communications Plan

D. Smouter, Manager of Communications, presented Grand Erie's Communications plan for feedback.

(c) Grand Erie's Anti-Sex Trafficking Policy

C. Bibby, Safe and Inclusive Schools Lead, presented Grand Erie's process of developing an Anti-Sex Trafficking Policy for feedback. Feedback was provided verbally, and via the Google forms document provided.

(d) Grand Erie's Student Census

G. Rousell, System Research Leader, presented the proposed questions for the upcoming student census for feedback. Feedback was provided verbally.

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

(a) Ratification of Minutes April 21, 2022

Presented as printed.

Moved by: A. Detmar

Seconded by: C. Brady

THAT the Minutes of the Special Education Advisory Committee Meeting, held April 21, 2022 be approved.

Carried

(b) Grand Erie's Annual Learning and Operating Plan – Mid-Year Update

Item to be moved to the Agenda for the June 16th, 2022 SEAC meeting.

(c) Grand Erie's Special Education Plan – 2021-22 – recommendation to the Board of Trustees report

L. Sheppard, Applied Behaviour Analysis Coordinator explained the process of revising the Special Education standards, and how they will look when presented to the Ministry of Education.

Moved by: C. Brady

Seconded by: M. Gatopoulos,

THAT Special Education Advisory Committee recommends that the Grand Erie District School Board approve the 2021-22 Special Education Plan for submission to the Ministry of Education by July 31st, 2022.

Carried



Special Education Advisory Committee

Thursday May 19th, 2022

6:00 p.m.

MS Teams Virtual Meeting

MINUTES

- (d) **PPM-81 – Communication from the Ministry**
P. Bagchee, Manager, Mental Health & Well-Being, presented the communication provided from the Ministry of Education regarding Provision of Health Support Services in School Settings (PPM-81).

- D - 1 **New Business**
 - (a) **Summer programs for students with special education needs – 2022**
L. Sheppard, Applied Behaviour Analysis Coordinator, and F. Lainson, Program Coordinator, Special Education, shared a presentation detailing the in-person and virtual Summer Programs being offered for students in 2022.

- E - 1 **Other Business**
Nil

- F - 1 **Standing Items**
 - (a) **Policy/Procedures Out for Comment**
Chair Rose encouraged committee members to review the proposed changes to the Policies and Procedures out for comment, and to provide feedback.

 - (b) **Trustee Updates**
Trustees R. Collver and T. Waldschmidt, gave thanks to all committee members, employees, staff, and students for their work over the past school year.

- G - 1 **Information Items**
Nil

- H - 1 **Community Updates**
 - (a) **Woodview Update**
A. Detmar, Tele-Mental Health Coordinator, Woodview, provided an update on Woodview.

- I - 1 **Correspondence**
 - (a) **Upper Grand DSB – Provision of Health Support Services**
 - (b) **Near North DS – On-line learning resources**
 - (c) **Letter to Ministers Lecce and Fullerton**
Letters presented as printed

Moved by: R. Collver

Seconded by: C. Brady

THAT the letter written by Chair Rose, be sent after the June 2, 2022 provincial election to the Minister of Education, the Minister of Children, Community and Social Services, as well as to the Trustees of the Grand Erie District Board, and to other Special Education Advisory Committee Chairs throughout Ontario.

Carried



Special Education Advisory Committee

Thursday May 19th, 2022

6:00 p.m.

MS Teams Virtual Meeting

MINUTES

- (d) **Letter of Thanks to Paula Curran**
Presented as printed. Letter will be sent with discussed revisions.
- (e) **Email from Parent**
Chair Rose advised SEAC members that the situation detailed in the email is being handled by the school and the Board. Chair Rose to respond to the parent acknowledging receipt and advise this is not an issue that would be addressed by SEAC.
- J - 1 **Future Agenda Items and SEAC Committee Planning**
 - (a) Modified Day
 - (b) The Ontario Human Rights Commission Report on the Right to Read
 - (c) Grand Erie's Annual Learning and Operating Plan – Mid-Year Update
- K - 1 **Next Meeting**
Thursday June 16, 2022 at 6:00 p.m., MS Teams Virtual Meeting
- L - 1 **Adjournment**
Moved by: L. Boswell
Seconded by: K. Jones, Community Representative
THAT the meeting be adjourned at 8:55 p.m.
Carried



Joint Occupational Health and Safety Committee

Thursday, May 19, 2022
MS Teams Virtual Meeting

10:30 AM

MINUTES

Present:

Employer Representatives

Lena Latreille	Business Services, Certified Member, Co-Chair
Griffin Cobb	Secondary School Administration, Certified Member
Wally Tymkiv	Elementary School Administration (Alternate)
Tom Krukowski	Facility Services

Worker Representatives

Amanda Baxter	Elementary Occasional Teachers, Certified Member, Chair
Bruce Hazlewood	Occasional Secondary Teachers, Certified Member
Angela Korakas	Designated Early Childhood Educators, Certified Member
Sarah Kuva	CUPE Educational Assistants
Jennifer Orr	Elementary Teachers, Certified Member
Laura Adlington	Professional Student Services Personnel, Certified Member
Andrea Murik	Secondary Teachers (Alternate)
Katie Hashimoto	Non-Union, Certified Member

Regrets:

John Henderson	Secondary Teachers, Certified Member
Cheryl Innes	Elementary School Administration, Certified Member
Phil Kuckyt	Transportation Services, Certified Member
Elizabeth Armstrong	CUPE Clerical/Technical, Certified Member
Denise Kelly	CUPE Facility Services, Certified Member

Resources:

Bill Jarvis	Health and Safety Officer
Hilary Sutton	Health and Safety Officer, Recording Secretary

A - 1 **Opening**

(a) **Roll Call**

(b) **Minutes of Last Meeting**

The minutes from the April 2022 meeting were reviewed.

(c) **Approval of Last Meeting minutes**

The minutes from the April 2022 meeting were approved with minor grammatical changes.

(d) **Agenda Additions**

None

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

(a) **Covid-19 Updates and Information**

No updates or changes since the last meeting. This item can be moved to the ongoing project items chart.



H-1-b Joint Occupational Health and Safety Committee

Thursday, May 19, 2022
MS Teams Virtual Meeting

10:30 AM

MINUTES

(b) **Right to Disconnect Policy**

April – The Right to Disconnect Policy will be provided to the committee as new business when released by the Board for consultation. This item will remain on the next agenda.

May – The Right to Disconnect Policy has not been released by the Board for consultation as of the meeting date. This item will remain on the next agenda.

C - 1 **New Business**

(a) **Timed Item – 11:00AM – Presentation from the Safe and Inclusive Schools Lead Regarding the Safe Schools Program.**

The Safe and Inclusive Schools Lead provided information to the committee on the Safe Schools program and how all students participating in the program are assessed for risk prior to meeting with Board employees and prior to visiting any Board locations. In the event that the student has a of risk of violence, alternate arrangements would be made. This item can be removed from the next agenda.

(b) **2022-2023 JOHSC Meeting Dates**

The meeting dates for the 2022-2023 school year were provided to the committee for information. This item can be removed from the next agenda.

(c) **2022-2023 Annual Workplace Inspection Dates**

The annual workplace inspections dates for the 2022-2023 school year were provided to the committee for information. This item can be removed from the next agenda.

D - 1 **Review of Reports**

(a) **Employee Accident Reports Summary, Workplace Safety and Insurance Reportable, Student Aggression Summary Table**

All reports for the month of April 2022 were provided to the committee for review.

(b) **Status of Workplace Inspections including Non-Academic Sites**

All inspections, with the exception of one location, were completed for the month of April.

(c) **Health and Safety/Facility Services Committee**

The Facility Services Health and Safety minutes were provided to the committee for review. The next meeting is scheduled for September 2022.

(d) **Critical Injuries**

1 worker critical injury for the month of April.

(e) **Special Education Focus Group Meeting Minutes**

The Special Education Focus Group minutes were provided to the committee for review. The next meeting is scheduled for October 2022.



Joint Occupational Health and Safety Committee

H-1-b

Thursday, May 19, 2022
MS Teams Virtual Meeting

10:30 AM

MINUTES

(f) **Review of Ongoing Project Items**

See chart.

(g) **Work Orders**

A list of Health and Safety work orders submitted in April 2022 was provided to the committee for review.

E - 1 **Health and Safety Training**

A schedule of training dates for the 2022-2023 school year is being developed by the Health and Safety Department for First Aid, and Health and Safety Certification.

F - 1 **Recommendations to Executive Council**

2 recommendations were brought forth by the worker co-chair:

Recommendation 1: (Concern was originally discussed in the April meeting - See G-1(b). A formal recommendation was submitted at the May meeting.)

Concern - Employers must notify workers of the risk of violence in the workplace. There are times when students with a history of violence attend alternative locations and the Employer must inform the Workers at that site that there is a student with this past history attending their worksite.

Recommendation - Policy or Procedure to notify workers of risk when students with a history of problem behaviour or a BeSafe Plan are attending locations outside of their home school (e.g. Safe Schools using an alternative location, section classes on Grand Erie sites, students transitioning to alternative modes of learning).

Recommendation 2:

Concern - Workers Mental Health is of the utmost importance. Workers may bring concerns forward to their Worker Representative on the JOHSC and the Worker Representative and would benefit from seeing their concerns which have been raised in the Minutes of the JOHSC Meeting.

Recommendation - That Recommendations made to the Executive Council be included in the Minutes of the JOHSC Meeting in their entirety and in their original form, regardless of whether they are accepted by the Board. Responses to the Recommendations to also be included in the JOHSC Meeting Minutes.

G - 1 **Workplace Violence**

(a) **WV Follow Up Reports**

The committee has reviewed the workplace violence reports submitted for April and has requested additional information in response to a few schools and workplace violence reports.



H-1-b

Joint Occupational Health and Safety Committee

Thursday, May 19, 2022
MS Teams Virtual Meeting

10:30 AM

MINUTES

(b) **Notification of Risk for Students with a History of Violence that are Virtual or not Attending their Home Location**

April - A discussion occurred regarding the notification of risk for students with a history of violence who are participating in virtual learning or are attending a location other than their home location. The Division Manager of Operations and Health and Safety will review the Workplace Violence Policy and reach out to the Special Education and Safe Schools Departments to determine procedures for the communication of this information. This item will remain on the next agenda.

May - See C-1(a) for more information

All teaching staff, occasional and virtual teachers, have access to the Power Schools Program for student information. When accessing this program, a flag will appear to indicate there is additional information for the student. If staff have questions, then they should contact their school Administrator. This item will remain on the next agenda.

Suggested Changes to the Workplace Violence Form (Improvements in the event the board investigates alternate applications for WPV)
<ul style="list-style-type: none"> Move questions regarding suspension to the Administrator portion of the form. Under the section "Aggression Towards Staff", the questions should read, "Did an injury occur or was medical attention required?" Remove the test box. Add a check box as to whether the student is in a self-contained classroom. Default for all questions, should always be Yes and N/A should not be an option. Did the incident require the use of physical intervention (BMS, Block or containment strategies) – Can we change this to just containment? Can we add a question that asks if there are supports in place for the student? Add a question to the report (yes/no) Do I feel supported in my school in regards to workplace violence? Do I feel like everything that can be done is being done?

H - 1 **Adjournment**

Meeting adjourned at 2:45PM.

I - 1 **Next Meeting**

June 16, 2022 via Microsoft Teams or in person at the JBLC Pine Tree Room.



H-1-b

Joint Occupational Health and Safety Committee

Thursday, May 19, 2022
MS Teams Virtual Meeting

10:30 AM

MINUTES

PROJECT ITEMS

Date Item Initiated	Item	Dates Discussed	Latest Update	Status and Time Frame
2017 - April	Terms of Reference Review	2022 - May	The Terms of Reference has been provided to Senior Administration for review and approval. Once approved Union Presidents will be contacted to co-ordinate signing of the document. The document will be available for the June JOHSC meeting.	2022 - June
2019 - December	Health and Safety Eblast	2022 - May	The eblast has been combined with the What's Trending newsletter and the SO News. Information on what is a hazard, monthly inspections and heat stress were provided.	Ongoing
2020 - March	De-escalation Training	2022 - May	The De-escalation training has been added to PD Place This will be added to the annual training beginning in 2022-2023.	2022 - September
2020 - November	Ventilation	2022 - May	Ongoing	Ongoing
2021 - April	Worker Mental Health Survey	2022 - May	No updated provided from Human Resources	2022 - June
2021 - June	Health and Safety Site Representative Training	2022 - May	The Health and Safety Department is awaiting more information to be provided from training providers.	2022 - June
2021 - November	Review of Committee roles and responsibilities and confidentiality (10.9 of Terms of Reference)	2021 - December	During the first scheduled meeting of the JOHSC of each school year, a review of the Committee and members' responsibilities and the need to maintain confidentiality will be added as an item to the agenda for discussion.	2022 - September
2022 - May	Covid-19 Updates	2022 - May	No updates provided.	2022 - June

Policy / Procedure	Out for Comment	Board Approval	Board Review Date	Committee Review Date	Comments
HR4 Health and Safety Policy and Appendix Guidelines		2015 - September	2024 - February	2022 - November	
HR5 Harassment		2015 - September	2024 - February	2022 - November	
HR8 Workplace Violence		2015 - January	2023 - November	2022 - November	
HR107 Maintaining Employee Safety While Working With Students			2022 - February	2022 - March	
HR121 Injury/Incident/Disease Investigation and Reporting Procedures			2022 - February	2022 - March	

No.	Site	Reopening	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2021	Jun 2022	Jul 2022	Aug 2022
Elementary Schools														
1	Agnes Hodge	C	C	C	C	C	C	C	A	C	C			
2	Banbury Heights		C	C	C	NC	C	C	C	C	A			
3	Bellview	C	C	C	C	C	C	C	C	C	A			
4	Bloomsburg	C	C	C	A	C	C	C	C	C	C			
5	Boston	C	C	C	C	C	A	C	C	C	C			
6	Branlyn Community	C	C	C	C	C	C	C	C	A	C			
7	Brier Park		C	C	C	C	C	A	C	C	C			
8	Burford District Elementary	C	C	C	C	C	C	C	C	A	C			
9	Caledonia Centennial	C	C	C	C	A	C	C	C	C	C			
10	Cedarland		C	C	C	C	C	C	A	C	C			
11	Centennial-Grandwoodlands	C	C	C	C	C	C	A	C	C	C			
12	Central P.S.	C	C	A	C	C	C	C	C	C	C			
13	Cobblestone Elementary		C	C	C	C	C	C	C	A	C			
14	Confederation (Fr Imm)	C	C	C	C	C	C	A	C	C	C			
15	Courtland	C	C	C	C	C	C	C	C	A	C			
16	Delhi	C	C	C	A	C	C	C	C	C	C			
17	Dufferin	C	C	C	C	C	A	C	C	C	C			
18	Echo Place		C	C	C	C	C	C	C	A	C			
19	Elgin Ave.	C	C	C	A	C	C	C	C	C	C			
20	Glen Morris		C	C	C	C	C	C	A	C	C			
21	Graham Bell		C	C	A	C	C	C	C	C	C			
22	Grandview	C	C	C	C	C	C	C	C	C	A			
23	Greenbrier - needs to do two		C	C	C	C	C	A	NC	C	C+C			
24	Hagersville Elementary	C	C	C	C	C	C	C	A	C	C			
25	Houghton	C	C	C	C	C	A	C	C	C	C			
26	J.L. Mitchener	C	C	C	C	A	C	C	C	C	C			
27	James Hillier		C	C	C	C	C	A	C	C	C			
28	Jarvis	C	C	C	C	C	C	C	A	C	C			
29	King George	C	C	C	C	C	A	C	C	C	C			
30	Lakewood	C	C	C	A	C	C	C	C	C	C			
31	Langton	C	C	C	C	C	C	A	C	C	C			
32	Lansdowne-Costain		C	C	C	C	C	A	C	C	C			
33	Lynndale Heights	C	C	C	A	C	C	C	C	C	C			
34	Major Ballachey		C	C	C	C	A	C	C	C	C			
35	Mapleview	C	C	A	C	C	C	C	C	C	C			
36	Mt. Pleasant	C	C	C	C	C	C	A	C	C	C			
37	North Ward		C	C	C	C	C	C	A	C	C			
38	Oakland-Scotland		C	C	C	C	C	C	C	A	C			
39	Oneida Central		C	C	C	C	C	C	A	C	C			
40	Onondaga-Brant		C	C	C	A	C	C	C	C	C			
41	Paris Central		C	C	C	C	C	C	C	A	C			
42	Port Rowan		C	C	C	C	A	C	C	C	C			
43	Prince Charles	C	C	C	C	C	C	C	C	C	A			
44	Princess Elizabeth	C	C	C	C	C	C	C	C	C	A			

No.	Site	Reopening	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2021	Jun 2022	Jul 2022	Aug 2022
45	Rainham	C	C	C	C	A	C	C	C	C	C			
46	River Heights	C	C	C	C	A	C	C	C	C	C			
47	Russell Reid		C	C	C	C	C	A	C	NC	C+C			
48	Ryerson Heights	C	C	C	C	C	A	C	C	C	C			
49	Seneca Central	C	C	C	C	C	C	A	C	C	C			
50	St. George-German	C	C	C	C	C	C	C	A	C	C			
51	Teeterville P.S.		C	C	C	C	A	C	C	C	C			
52	Thompson Creek	C	C	A	C	C	C	C	C	C	C			
53	Walpole North		C	C	C	C	C	C	A	C	C			
54	Walsh	C	C	C	C	C	C	A	C	C	C			
55	Walter Gretzky Elementary School		C	C	C	C	C	A	C	C	C			
56	Waterford Public	C	C	C	A	C	C	C	C	C	C			
57	West Lynn		C	C	A	C	C	C	C	C	C			
58	Woodman-Cainsville		C	C	C	C	C	C	C	A	C			
Secondary Schools														
59	B.C.I. & V.S.		C	C	C	A	C	C	C	C	A			
60	Cayuga Secondary S. (CSS)		C	C	C	C	C	A	C	C	A			
61	Delhi District Secondary S. (DDSS)	C	C	C	C	C	C	A	C	A	C			
62	Dunnville Secondary S. (DSS)	C	C	A	C	C	C	C	A	C	C			
63	G.E.L.A. Brantford (Rawdon)		C	C	C	A	C	C	A	C	C			
64	G.E.L.A. - CareerLink (@TTSC)		C	C	A	C	C	A	C	C	C			
66	Hagersville S.S. (HSS)	C	A	C	C	C	C	A	C	C	C			
67	McKinnon Park S.S. (MPSS)	C	C	C	C	C	C	A	C	C	A			
68	North Park C. & V.S. (NPCVS)	C	C	C	C	A	C	C	C	A	C			
69	Paris District H.S. (PDHS)	C	C	A	C	C	C	C	A	C	C			
70	Pauline Johnson C.V.S. (PJCVS)	C	C	C	A	C	C	C	A	C	C			
71	Simcoe Composite School (SCS)	C	C	C	A	C	C	C	A	C	C			
72	Tollgate Tech. Skills Centre (TTSC)		C	C	A	C	C	A	C	C	C			
73	Valley Heights S.S. (VHSS)		C	C	A	C	C	C	C	C	C	P		
74	Waterford District High School (WDHS)	C	C	C	A	C	C	C	C	A	C			
Turning Points and Leased Spaces														
75	CSS Turning Point - Royal Canadian Legion Branch #159, 11 Talbot St. E., Cayuga		C	C	C	C	C	A	C	C	A			
76	DDSS Turning Point -640 James St. Delhi		C	C	C	C	C	A	C	A	C			
77	HSS Turning Point - 1155 Indian Road, Mississauga		A	C	C	C	C	A	C	C	C			
78	HSS New Start - 2319 3rd Line Road, Oshweken		A	C	C	C	C	A	C	C	C			
79	MPSS Turning Point - Grace United Church 174 Caithness St., Caledonia		C	C	C	C	C	A	C	C	A			
80	PDHS Turning Point - Optimist Club of Paris, 2 Elm St., Paris		C	A	C	C	C	C	A	C	C			
81	PJCVS Turning Point - 365 Rawdon St (Main Campus)		C	C	A	C	C	C	A	C	C			
82	SCS Turning Point - Port Dover Lions Club Silver Lake Market, 320 St. Patrick St, Port Dover		C	C	A	C	C	C	A	C	C			
83	VHSS Annex and Turning Point - Aylmer Evangelical Mennonite Mission Church, 50619 Talbot Line, Aylmer		C	C	A	C	C	C	C	C	C	P		
84	WDHS Turning Point - Camp Trillium 433 Thompson Rd, West, Waterford		C	C	A	C	C	C	C	A	C			

No.	Site	Reopening	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2021	Jun 2022	Jul 2022	Aug 2022
Support Centre														
85	H.E. Fawcett Teacher Resource Centre (TRC)		C	C	C	C	C	C	C	C	C	P		
86	Joseph Brant (including GELA - ESL)		C	C	C	NC	C	C	C	A	C			
87	Haldimand School Support Centre		A	C	C	C	C	A	C	C	C			
88	Norfolk School Support Centre	C	C	C	A	C	C	C	C	A	C			
89	Head Office		C	C	C	C	C	C	C	A	C			
90	Head Office - Facility Services		C	C	C	C	C	C	C	A	C			
Storage Facilities														
91	Burford Bus Barn, 35 Alexander St. Burford		C	C	C	C	C	C	C	C	C			
Total Sites		92	90	90	90	90	90	90	90	90	90	90	90	90
Total Regular Monthly Inspections Completed		45	86	84	71	80	82	66	72	72	78	-	-	-
Total Annual Inspections Completed		-	4	6	19	8	8	24	17	17	10	-	-	-
Total Annual Inspections Planned														
Total Double Inspections Completed		-	-	-	-	-	-	-	-	-	2	-	-	-
Total Incomplete		-	-	-	-	2	-	-	1	1	-	-	-	-
Total Not Reported		45	-	-	-	2	-	-	1	1	-	90	90	90

- Annual JOHSC inspection completed
- Monthly inspection was completed
- Two inspections completed due to a missed inspection
- Monthly inspection was not completed
- Annual JOHSC inspection planned
- Does not require inspection for the month

A	
C	
C+C	
NC	
P	

MINUTES

Present: GEDSB: R. Wyszynski, Superintendent of Business & Treasurer – Director
J. Richardson, Trustee - Director

BHNCDSB: S. Keys, Superintendent of Business & Treasurer – Director
M. Watson, Trustee – Director

CSC MonAvenir: M. Nantel, Director of Transportation – President

Regrets: GEDSB: Director, J. Roberto, Director of Education

BHNCDSB: M. McDonald, Director of Education

CSC MonAvenir: A. Blais, directeur de l'éducation CSC MonAvenir
D. Chin, Chief of Business CSC MonAvenir – Director

STSBHN P. Kuckyt, Manager of STSBHN – Secretary & Treasurer

Recording Secretary: L. Howells, Executive Assistant to the Superintendent of Business,
Grand Erie DSB

A - 1 **Opening**

(a) **Roll Call**

The meeting was called to order at 9:02 a.m.

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

Nil

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

Presented as printed.

Moved by: J. Richardson

Seconded by: M. Watson

THAT the STSBHN Board of Directors approve the May 27, 2022 agenda.

Carried

B - 1 **Approval and Signing of Minutes**

(a) **February 24, 2022 Meeting Minutes**

Moved by: M. Watson

Seconded by: J. Richardson

THAT the Minutes of the STSBHN Board of Directors Meeting, held February 24, 2022 be approved.

Carried.

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

(a) **Policy and Procedure approval: 024-028**

P. Kuckyt highlighted the proposed changes and directed the committee to the summary page.

Moved by: R., Wyszynski

Seconded by: J. Richardson

THAT the STSBHN Board of Directors approve Procedures 024-028.

Carried.

D - 1 **Standing Business**

(a) **KPI's**

P. Kuckyt highlighted any significant changes in the areas of Financial, Service Performance, Safety, General Ridership and Communication.

(b) **Goals and Objectives-Update and Review**

P. Kuckyt highlighted the progress to date with regards to the short, medium and long-term goals and objectives.

In discussion, there was clarity requested on how distances are calculated. It was recommended, that the tool used to calculate be communicated to families and update FAQs stating that Google is not used.

(c) **Financial Overview**

P. Kuckyt provided a high-level overview of the 2021-22 financial position as of April 30, 2022.

E - 1 **New Business**

(a) **Policy and Procedure Review: 029-033**

P. Kuckyt noted that Policy and Procedure 029-033 have been identified for review and suggested revisions were provided.

The committee agreed to provide feedback on the draft policies and procedures 029-033 to P. Kuckyt on or before October 3, 2022.

(b) **Initial Estimates for 2022-23 School Year**

P. Kuckyt highlighted the significant pressures for the 2022-23 budget driven by forces outside of the control of STSBHN (increased CPI and added routes).

F - 1 **Adjournment**

Moved by: M. Watson

Seconded by: J. Richardson

THAT the May 27, 2022 STSBHN Board of Directors the meeting be adjourned at 9:49 a.m.

Carried

G - 1 **2022-23 Meetings:**

- November 1, 2022-@ 9:00 a.m.
- February 21, 2023 @ 9:00 a.m.
- May 23, 2023 @ 9:00 a.m.



Grand Erie District School Board

TO: Trustees of the Grand Erie District School Board
 FROM: Carol Ann Sloat, Chair, Audit Committee
 RE: **Audit Committee Report**
 DATE: June 27, 2022

Recommended Action: Moved by _____ Seconded by _____
 THAT the Grand Erie District School Board receive the Audit Committee Minutes (Draft) from the June 21, 2022 meeting, as information.

Recommended Action: Moved by _____ Seconded by _____
 THAT the Grand Erie District School Board approve the following recommendations from the June 21, 2022 Audit Committee Meeting as follows:

1. **Internal Audit 2022-23 Plan**
 THAT the Audit Committee recommends the Grand Erie District School Board approve the 2022-23 Internal Audit Plan.

2. **Appointment of External Auditors**
 THAT the Audit Committee recommends the Grand Erie District School Board continue with Millards Chartered Professional Accounts as external auditors and request that the audit plan and fee estimates be presented at the September 2022 Audit Committee meeting.

Respectfully submitted,

Carol Ann Sloat
Chair, Audit Committee



Audit Committee

Tuesday, June 21, 2022
MS Teams Virtual Meeting

4:00 p.m.

MINUTES

Present: Members: C.A. Sloat, Chair (Trustee) B. Collingwood (Volunteer), R. Collver (Trustee), D. Werden (Trustee), C. Woodley (Volunteer)
Management: J. Roberto (Director), R. Wyszynski (Superintendent of Business),
PwC (Internal Auditors): C. O'Connor, N. Chattun
Millards (External Auditors): J. Gilbert

Absent with Regrets: C. Smith (Manager of Business Services)
B. Schell, (Millards)

Recording Secretary: L. Howells, Executive Assistant to the Superintendent of Business

A - 1 **Opening**

(a) **Declaration of Conflict of Interest**

Nil

(b) **Welcome to Open Session**

The meeting was called to order by Chair Sloat at 4:05 p.m.
The Land Acknowledgement statement was read.

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

Presented as printed.

Moved by: C. Woodley
Seconded by: B. Collingwood
THAT the Agenda be approved.

Carried

B - 1 **Consent Agenda**

Trustee Collver requested the minutes be divided.

Moved by: R. Collver
Seconded by: B. Collingwood
THAT the Audit Committee accept the June 21, 2022 Consent Agenda items and the recommendation contained therein:

- (a) Receive the Consolidated Due Diligence report, as information.
- (b) Receive the Q2 Financial Forecast, as information.
- (c) Receive the Internal Audit Validation Package – Update as information.

Carried

Feedback and concern with respect to details in minutes were raised. Superintendent Wyszynski will investigate best practices for audit committee minutes and bring back to the September 2022 meeting.

Moved by: D. Werden
Seconded by: B. Collingwood
THAT the Audit Committee approve the Minutes of the Audit Committee Meeting held March 22, 2022.

Carried



Audit Committee

Tuesday, June 21, 2022
MS Teams Virtual Meeting

4:00 p.m.

MINUTES

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

(a) Selection of Audit Committee Chair – Regulation update

Superintendent Wyszynski provided an update noting the *Education Act* should be followed and provided alternatives during election years and the Chair is allowed to remain on the Committee for the next selection year.

In response to questions, Superintendent Wyszynski provided clarity regarding the terms and implementation of aligning with the *Education Act*. Trustee Werden added that we must align with language in the regulation. The members support following the *Education Act*. Selection of Audit Committee Chair will be added to the September 2022 agenda.

D - 1 Internal Audit

(a) Internal Audit RFP Update

Superintendent Wyszynski provided a verbal report providing background on the RFP process and noted that KPMG has been selected.

In response to questions, Superintendent Wyszynski clarified the renewal terms of the agreement which include a two-year contract with three additional extension options of two years each.

(b) Update on Student Recruitment Project

C. O'Connor, PwC, provided a verbal update on the status of the Student Recruitment Project noting the focus will be on future enrolment process and the final report will be available for the September 2022.

In response to questions, C. O'Connor, PwC, provided clarity regarding focusing on future data rather than historical and increase in enrolment in Private schools.

Trustee Collver noted the current Multi-Year Strategic Plan (MYSP) has a focus on engagement and retention and requested a synopsis of the MYSP be presented at the September 2022 meeting.

(c) Internal Audit 2022-23 Plan

C. O'Connor, PwC, referred to the Internal Audit 2022-23 Plan for Grand Erie District School Board Report noting the focus will be on Student Mental Health Policy and Strategy Implementation.

In response to questions, C. O'Connor, PwC, elaborated and clarified there are enough Ministry directives and guidelines that need to be assessed. Superintendent Wyszynski and Director Roberto confirmed the internal factors are changing based on the new funding and the new position will support a proactive response to enhance this area.

In response to question, C. O'Connor, PwC provided clarify regarding the Annual Internal Effort Summary which is a report that provide hours and time.



Audit Committee

Tuesday, June 21, 2022
MS Teams Virtual Meeting

4:00 p.m.

MINUTES

Moved by: B. Collingwood

Seconded by: C. Woodley

THAT the Audit Committee recommends the Grand Erie District School Board approve the 2022-23 Internal Audit Plan.

Carried

Trustee Collver assumed the Chair position.

E - 1 External Audit

(a) Appointment of the External Auditor

J. Gilbert, Millards, referred to the Engagement Letter noting no significant changes.

Trustee Sloat resumed the Chair position

Moved by: C. Woodley

Seconded by: R. Collver

THAT the Audit Committee recommends the Grand Erie District School Board continue with Millards Chartered Professional Accounts as external auditors and request that the audit plan and fee estimates be presented at the September 2022 Audit Committee meeting.

Carried

F - 1 Other Business and Emerging Issues

(a) 2022-23 Board Budget

Superintendent Wyszynski referred to the 2022-23 Board Budget report that was presented at the June 13, 2022 Committee of the Whole Board Meeting providing a high level overview.

(b) Ontario Teachers' Pension Plan (OTPP) Audit Letter

Superintendent Wyszynski referred to the Ontario Teacher' Pension Plan Audit letter providing a high-level overview.

In response to questions, Superintendent Wyszynski clarified it is standard practice for boards to advise employees about the buy back when on an Employment Standards Absence leave and confirmed the number of supervisory officers, seven, was correct for the data being audited.

G - 1 Adjournment

Moved by: D. Werden

Seconded by: B. Collingwood

THAT the meeting be adjourned at 5:27 p.m.

Carried

H - 1 Proposed Meeting for 2022-23

- Thursday, September 15, 2022 @ 4 p.m.
- Thursday, November 3, 2022 @ 4 p.m.
- Thursday, March 23, 2023 @ 4 p.m.
- Thursday, June 15, 2023 @ 4 p.m.

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Draft 2022-23 Internal Audit Plan - Summary Grand Erie District School Board

*Draft Internal Audit
Plan for Audit
Committee
Consideration*

June 2022

This Report was developed in accordance with our engagement letter dated August 31, 2021 and is subject to the terms and conditions included therein. This information has been prepared solely for the use and benefit of and pursuant to a client relationship exclusively with Grand Erie District School Board. PwC disclaims any responsibility to others based on its use and accordingly this information may not be relied upon by anyone other than Grand Erie District School Board.

This is a draft document prepared for consideration by the Audit Committee; the contents are subject to amendment or withdrawal as per the Audit Committee and is subject to the Audit Committee motions/resolutions and subsequent acceptance thereof by the Board of Trustees.



Summary of IA Plan updates

We are submitting a revised Internal Audit (IA) Plan for consideration and Audit Committee approval. This document outlines the proposed project for 2022/23 for consideration by the Audit Committee. As per the in-force engagement letter the development of this plan was management led.

It is important to note that management and the Audit Committee may need to engage in additional scope clarification discussions with successful proponents of the RIAT IA RFP process.

The table below provides a 6 year overview including the proposed internal audit project for 2022-23. This proposed project is being provided based on the limited risk assessment work conducted in the year to support next year's Internal Audit service provider with initial Audit Committee direction.

Six year project overview

Type	2017/2018	2018 / 2019	2019 / 2020	2020 / 2021	2021 / 2022	2022 / 2023
Assist	Attendance Support & Employee Assistance Programs	Unsupported Capital Management	Fraud Risk Assessment	Remote Learning Privacy Review	Student Recruitment	Student Mental Health Policy and Strategy Implementation
Validate	Enrolment Management Management Action Plan Validation	-	-	-	-	-
Improve	-	-	-	-	-	-
Advisory / Special / ad-hoc	-	-	Risk Assessment Training Webinar	-	-	-
Compliance	Risk Assessment & IA Plan Development	Risk Assessment & IA Plan Development	Risk Assessment & IA Plan Development	Internal Audit Effort Summary	Internal Audit Effort Summary	Risk Assessment & IA Plan Development
Required per Reg 361/10		Audit Committee Meeting Attendance				

Ref	Type - Internal audit project: summary of scope and objectives related risks	2022/ 2023 ¹
1	<p>Assist - Student Mental Health Policy and Strategy Implementation The focus of this internal audit work will be to consider the appropriateness and adequacy of the process and controls management has in place to achieve the following objectives:</p> <ul style="list-style-type: none"> • Mechanisms in place to develop and promote mental-health strategies and policies for key stakeholders such as staff, students, and parents. • Processes are in place to monitor capacity at the system and school levels to support mental health initiatives and issues. • Mechanisms are in place to identify and assess issues relating to mental health. <p><i>The operating effectiveness of controls will be excluded from the scope.</i></p> <p>Related Risks: mental health, reputation, student wellbeing</p>	225
Recurring IA activities		
2	<p>Compliance - Annual internal audit effort summary: Internal Audit will provide a one (1) page summary (Annual Internal Audit Effort Summary) of the proposed efforts for the next audit year based on past plans, management input and Audit Committee input (as received).</p> <p>Related risks: All</p>	5
3	<p>Compliance - Audit Committee reporting² and project oversight: Attend and participate (as requested) at two (2) Audit Committee meetings per year.</p> <p>Related risks: Various</p>	20
	Total	250

¹ The hours included in the table above are estimates for project execution and excludes administrative, travel, and other times.

² This activity occurs when deliverables from the Internal Audit Plan are presented to the Audit Committee, and does not include deliverables outside of those indicated in this plan.



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This is a draft document prepared for consideration by the Audit Committee and should not be relied upon; the contents are subject to amendment or withdrawal as per the Audit Committee and is subject to the Audit Committee motions/resolutions and subsequent acceptance thereof by the Board of Trustees.

June 14, 2022

Grand Erie District School Board
349 Erie Avenue
Brantford Ontario N3T 5V3

Attention: Rafal Wyszynski, Superintendent of Business & Treasurer

Dear Rafal:

The Objective and Scope of the Audit

You have requested that we audit the consolidated financial statements of Grand Erie District School Board, which comprise the consolidated statement of financial position as at August 31, 2022, and the consolidated statements of operations and cash flow for the year then ended, and notes to the consolidated financial statements (including a summary of significant accounting policies).

We are pleased to confirm our acceptance and our understanding of the nature, scope and terms of this audit engagement and all services related thereto, by means of this letter (the "Engagement").

The objectives of our audit are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement (whether due to fraud or error) and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

The Responsibilities of the Auditor

We will conduct our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- a. Identify and assess the risks of material misstatement of the consolidated financial statements (whether due to fraud or error), design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.
- b. Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the consolidated financial statements that we have identified during the audit.
- c. Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Millard, Rouse & Rosebrugh LLP

85 Robinson Street, Simcoe, ON N3Y 1W7 T: 519.426.1606

SIMCOE PORT DOVER BRANTFORD HAGERSVILLE TILLSONBURG NORWICH DELHI

- d. Conclude on the appropriateness of management's use of the going-concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- e. Evaluate the overall presentation, structure and content of the consolidated financial statements (including the disclosures) and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

Form and Content of Audit Opinion

Unless unanticipated difficulties are encountered, our report will be substantially in the following form contained in Appendix A to this letter.

If we conclude that a modification to our opinion on the consolidated financial statements is necessary, we will discuss the reasons with you in advance.

The Responsibilities of Management

Our audit will be conducted on the basis that management and, where appropriate, those charged with governance acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the consolidated financial statements in accordance with the Financial Administration Act, supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act;
2. For the design and implementation of such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error; and
3. To provide us with timely:
 - i. Access to all the information of which management is aware that is relevant to the preparation and fair presentation of the consolidated financial statements, such as records, documentation and other matters;
 - ii. Information about all known or suspected fraud, any allegations of fraud or suspected fraud and any known or probable instances of non-compliance with legislative or regulatory requirements;
 - A. Information concerning subsequent events.
 - iii) Unrestricted access to persons within Grand Erie District School Board from whom we determine it necessary to obtain audit evidence.

As part of the audit process:

- b. We will make inquiries of management about the representations contained in the consolidated financial statements. At the conclusion of the audit, we will request from management [and, where appropriate, those charged with governance] written confirmation concerning those representations. If such representations are not provided in writing, management acknowledges and understands that we would be required to disclaim an audit opinion.
- c. We will communicate any misstatements identified during the audit other than those that are clearly trivial. We request that management correct all the misstatements communicated.

Use of Information

It is acknowledged that we will have access to all information about identified individuals ("personal information") in your custody that we require to complete our Engagement. Our services are provided on the basis that:

- a. You represent to us that management has obtained any required consents for our collection, use, disclosure, storage, transfer and process of personal information required under applicable privacy legislation and professional regulation; and
- b. We will hold all personal information in compliance with our Privacy Statement.

File Inspections

In accordance with professional regulations (and by our firm policy), our client files may be periodically reviewed by practice inspectors and by other engagement file reviewers to ensure that we are adhering to our professional and firm standards. File reviewers are required to maintain confidentiality of client information.

Confidentiality

One of the underlying principles of the profession is a duty of confidentiality with respect to client affairs. Each professional accountant must preserve the secrecy of all confidential information that becomes known during the practice of the profession. Accordingly, we will not provide any third party with confidential information concerning the affairs of Grand Erie District School Board unless:

- a. We have been specifically authorized with prior consent;
- b. We have been ordered or expressly required by law or by the Ontario *Code of Professional Conduct/Code of Ethics*; or
- c. The information requested is (or enters into) public domain.

Use and Distribution of Our Report

The examination of the consolidated financial statements and the issuance of our audit report are solely for the use of Grand Erie District School Board and those to whom our report is specifically addressed by us. We make no representations or warranties of any kind to any third party in respect of these consolidated financial statements or our audit report, and we accept no responsibility for their use by any third party or any liability to anyone other than Grand Erie District School Board.

For greater clarity, our audit will not be planned or conducted for any third party or for any specific transaction. Accordingly, items of possible interest to a third party may not be addressed and matters may exist that would be assessed differently by a third party, including, without limitation, in connection with a specific transaction. Our audit report should not be circulated (beyond Grand Erie District School Board) or relied upon by any third party for any purpose, without our prior written consent.

You agree that our name may be used only with our prior written consent and that any information to which we have attached a communication be issued with that communication, unless otherwise agreed to by us in writing.

Reproduction of Auditor's Report

If reproduction or publication of our audit report (or reference to our report) is planned in an annual report or other document, including electronic filings or posting of the report on a website, a copy of the entire document should be submitted to us in sufficient time for our review and approval in writing before the publication or posting process begins.

Management is responsible for the accurate reproduction of the consolidated financial statements, the auditor's report and other related information contained in an annual report or other public document (electronic or paper-based). This includes any incorporation by reference to either full or summarized consolidated financial statements that we have audited.

We are not required to read the information contained in your website or to consider the consistency of other information in the electronic site with the original document.

Preparation of Schedules

We understand that you will prepare certain schedules and locate specified documents for our use before our Engagement is planned to commence on an agreed upon date.

The requested schedules and documents are as follows:

- a. Schedules and analyses; and
- b. Other specified documents.

This assistance will facilitate our work and help to minimize our costs. Any failure to provide these working papers or documents on a timely basis may impede our services and require us to suspend our services or even withdraw from the Engagement.

Communications

In performing our services, we will send messages and documents electronically. As such communications can be intercepted, misdirected, infected by a virus or otherwise used or communicated by an unintended third party, we cannot guarantee or warrant that communications from us will be properly delivered only to the addressee. Therefore, we specifically disclaim, and you release us from any liability or responsibility whatsoever for interception or unintentional disclosure of communications transmitted by us in connection with the performance of this Engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from such communications, including any that are consequential, incidental, direct, indirect, punitive, exemplary or special damages (such as loss of data, revenues, or anticipated profits).

If you do not consent to our use of electronic communications, please notify us in writing.

Ownership

The working papers, files, other materials, reports and work created, developed or performed by us during the course of the Engagement are the property of our firm, constitute our confidential information and will be retained by us in accordance with our firm's policies and procedures.

During the course of our work, we may provide, for your own use, certain software, spreadsheets and other intellectual property to assist with the provision of our services. Such software, spreadsheets and other intellectual property must not be copied, distributed or used for any other purpose. We also do not provide any warranties in relation to these items and will not be liable for any lost or corrupted data or other damage or loss suffered or incurred by you in connection with your use of them.

We retain the copyright and all intellectual property rights in any original materials provided to you.

Other Services

In addition to the audit services referred to above, we will, as allowed by the Ontario *Code of Professional Conduct /Code of Ethics*, prepare your federal and provincial income tax returns as agreed upon. Unless expressly agreed in a separate engagement letter, we will have no involvement with or responsibility for the preparation or filing of HST returns or any other (including foreign) tax returns, source deductions, information returns, slips, elections, designations, certificates or reports. Management will, on a timely basis, provide the information necessary to complete these federal and provincial income tax returns and will review and file them with the appropriate authorities on a timely basis.

Canadian Standard on Related Services - agreed-upon procedures engagements ("CSRS 4400")

You have requested that we perform specified auditing procedures on the Schedules and Educational Finance Information System (EFIS) forms requested by the Ministry of Education from the Grand Erie District School Board for the period from September 1, 2022 to March 31, 2023 of financial reporting requirements of the Ministry of Education. Our engagement will be conducted in accordance with the Canadian Standard on Related Services (CSRS) Section 4400. In performing the specified auditing procedures, we will comply with the relevant ethical requirements

Our responsibilities

We will be involved in performing specified auditing procedures on the annual information return in accordance with the instructions received for the above reports submission requirement by the Ministry of Education. This engagement to apply specified auditing procedures is performed in accordance with standards established by the Chartered Professional Accountants of Canada. The procedures that we will perform are solely for the purpose of assisting you in determining the findings based on these procedures. Accordingly, our report will be addressed to you and our report may not be suitable for another purpose. We have provided you with our draft report, and is in accordance with the specified auditing procedures required report for this engagement. However, the final form will reflect the results of our engagement.

DRAFT AGREED-UPON PROCEDURES REPORT

Agreed-upon procedures report in connection with the consolidation of the Board financial information into the financial statements of the Province of Ontario.

Our report is solely in connection with the consolidation of the Board financial information into the financial statements of the Province of Ontario.

Responsibilities of the Engaging Party and the Responsible Party

The Board has acknowledged that the agreed-upon procedures are appropriate for the purpose of the engagement.

The Ministry of Education, as identified by the Board, is responsible for the subject matter on which the agreed-upon procedures are performed.

Practitioner's Responsibilities

We have conducted the agreed-upon procedures engagement in accordance with the Canadian Standard on Related Services (CSRS) 4400, Agreed-Up On Procedures Engagements. An agreed-upon procedures engagement involves our performing the procedures that have been agreed with the Board, and reporting the findings, which are the factual results of the agreed-upon procedures performed. We make no representation regarding the appropriateness of the agreed-upon procedures.

This agreed-upon procedures engagement is not an assurance engagement. Accordingly, we do not express an opinion or an assurance conclusion.

Had we performed additional procedures, other matters might have come to our attention that would have been reported.

Professional Ethics and Quality Management

We have complied with the ethical requirements in CSRS 4400. For the purpose of this engagement, there are no independence requirements with which we are required to comply.

Our firm applies Canadian Standard on Quality Management (CSQM) 1, *Quality Management for Firms that Perform Audits or Reviews of Financial Statements, or Other Assurance or Related Services Engagements*, which requires the firm to design, implement and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Procedures and Findings

We have performed the procedures described below, which were agreed upon with the Board, on its reporting to the Ministry of Education. *[The detail procedures will be shared with our draft report, before the issuance and finalization of engagement and will be in accordance with the specified auditing procedures required report for this engagement.]*

Governing Legislation

This engagement letter is subject to, and governed by, the laws of the Province of Ontario . The Province of Ontario will have exclusive jurisdiction in relation to any claim, dispute or difference concerning this engagement letter and any matter arising from it. Each party irrevocably waives any right it may have to object to any action being brought in those courts to claim that the action has been brought in an inappropriate forum or to claim that those courts do not have jurisdiction.

Accounting Advice

Except as outlined in this letter, this Engagement does not contemplate the provision of specific accounting advice or opinions or the issuance of a written report on the application of accounting standards to specific transactions and to the facts and circumstances of the entity. Such services, if requested, would be provided under a separate engagement letter.

Dispute Resolution

You agree that any dispute that may arise regarding the meaning, performance or enforcement of this Engagement will, prior to resorting to litigation, be submitted to mediation.

Indemnity

Grand Erie District School Board hereby agrees to indemnify, defend (by counsel retained and instructed by us) and hold harmless our firm (and its partners, agents and employees) from and against any and all losses, costs (including solicitors' fees), damages, expenses, claims, demands and liabilities arising out of (or in consequence of):

- a. The breach by Grand Erie District School Board, or its directors, officers, agents or employees, of any of the covenants or obligations of Grand Erie District School Board herein, including, without restricting the generality of the foregoing, the misuse of, or the unauthorized dissemination of, our engagement report or the consolidated financial statements in reference to which the engagement report is issued, or any other work product made available to you by our firm.
- b. A misrepresentation by a member of your management or the board of directors.

Time Frames

We will use all reasonable efforts to complete the Engagement as described in this letter within the agreed upon time frames.

However, we shall not be liable for failures or delays in performance that arise from causes beyond our reasonable control, including any delays in the performance by Grand Erie District School Board of its obligations.

Fees at Regular Billing Rate

Our professional fees will be based on our regular billing rates, plus direct out-of-pocket expenses and applicable HST, and are due when rendered. Fees for any additional services will be established separately.

Concerns

If at any time you would like to discuss our services or make a complaint, please contact your engagement partner. We will listen to your concerns and investigate any complaint on a timely basis.

Billing

Our fees and costs will be billed periodically and are payable upon receipt. Invoices unpaid 30 days past the billing date may be deemed delinquent and are subject to an interest charge of 1.50% per month or 18.00% (APR) per annum. We reserve the right to suspend our services or to withdraw from this Engagement in the event that any of our invoices are deemed delinquent. In the event that any collection action is required to collect unpaid balances due to us, you agree to reimburse us for our costs of collection, including lawyers' fees.

Costs of Responding to Government or Legal Processes

In the event we are required to respond to a subpoena, court order, government agency or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this Engagement, you agree to compensate us at our normal hourly rates for the time we expend in connection with such response and to reimburse us for all of our out-of-pocket costs (including applicable HST) incurred.

Termination

Management acknowledges and understands that failure to fulfill its obligations as set out in this engagement letter will result, upon written notice, in the termination of the Engagement.

Either party may terminate this agreement for any reason upon providing written notice to the other party *not less than 30 calendar days before the effective date of termination*. If early termination takes place, Grand Erie District School Board shall be responsible for all time and expenses incurred up to the termination date.

If we are unable to complete the audit or are unable to come to a conclusion on the consolidated financial statements, we may withdraw from the audit before issuing an auditor's report, or we may issue a denial of assurance on the consolidated financial statements. If this occurs, we will communicate the reasons and provide details.

Survival of Terms

This engagement letter will continue in force for subsequent audits unless terminated by either party by written notice prior to the commencement of the subsequent audit.

Hst Services - Audit

It should be noted that our audit work in the area of HST and other commodity taxes is limited to that appropriate to form an opinion regarding the consolidated financial statements. Accordingly, the audit process may not detect situations where you are incorrectly collecting HST or incorrectly claiming input tax credits. As you are aware, failure to properly account for the HST could result in you or your board becoming liable for tax, interest or penalties. These situations may also arise for provincial sales tax, custom duties, and excise taxes.

Consequential Loss

Our firm and its partners, officers or employees will not be responsible for any consequential loss, injury or damages suffered by the client including but not limited to loss of use, earnings and business interruption, or the unauthorized distribution of any confidential document or report prepared by or on behalf of our firm, including the partners, officers or employees of the accounting firm for the exclusive use of the client.

Relevant Parties

The client will not assert any claim for damages against our firm unless the client has concurrently or previously asserted a claim against all other persons who might reasonably be liable in relation to that claim. Any release, waiver, or covenant to otherwise not sue or enforce any remedy known to law given by the client to a third party shall be deemed to apply in favour of our firm.

Third Parties

The financial documents are prepared solely for the use of the client with whom we have entered into a contract and there are no representations of any kind made by us to any party with whom we have not entered into a written contract.

Indemnity for Fees

For value received by the Indemnifier directly or indirectly as shareholder or director of the board for whom services are provided, the Indemnifier agrees with our firm that at all times the Indemnifier shall promptly indemnify our firm for all amounts due by the board in the event of the board failing to pay any invoice when due by the board. This indemnity is absolute and unconditional and the Indemnifier shall not be released or discharged by any indulgence extended to the board by our firm.

Conclusion

This engagement letter includes the relevant terms that will govern the Engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this letter, signed by all of the parties.

If you have any questions about the contents of this letter, please raise them with us. If the services outlined are in accordance with your requirements, and if the above terms are acceptable to you, please sign the attached copy of this letter in the space provided and return it to us.

We appreciate the opportunity of continuing to be of service to your board.

Yours truly,

Millard, Rouse & Rosebrugh LLP
Chartered Professional Accountants



Blaine G. Schell, CPA, CA

The services and terms set out above are as agreed to on behalf of Grand Erie District School Board by:



Mr. Rafal Wyszynski, Superintendent
of Business & Treasurer

June 14, 2022

Date signed

INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of Grand Erie District School Board

Opinion

We have audited the consolidated financial statements of Grand Erie District School Board (the board), which comprise the consolidated statement of financial position as at August 31, 2022, and the consolidated statements of operations, changes in net debt and cash flow for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the board as at August 31, 2022, and the consolidated results of its operations and consolidated cash flow for the period then ended in accordance with the basis of accounting described in Note 1 to the consolidated financial statements.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the board in accordance with ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter

Without modifying our opinion, we draw attention to Note 1 to the consolidated financial statements, which describes the basis of accounting used in the preparation of these consolidated financial statements and the significant differences between such basis of accounting and Canadian Public Sector Accounting Standards. As a result, the financial statements may not be suitable for another purpose.

Other Matter

We draw attention to Note 17 of the consolidated financial statements, which describes the effects of the coronavirus disease (COVID-19) on the board. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with the basis of accounting described in Note 1 to the consolidated financial statements, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the board's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the board's financial reporting process.

Appendix A (continued)

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group Entity to express an opinion on the financial statements. We are responsible for the direction, supervision, and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Simcoe, Ontario

Millard, Rouse & Rosebrugh LLP
Chartered Professional Accountants
Licensed Public Accountants



Safe and Inclusive Schools

Thursday, May 19, 2022

1:00 pm

MS Teams Virtual Meeting

MINUTES

Co-Chairs:

Co-Chair J. Benner, Principal, Hagersville Secondary School
Co-Chair R. Staats, Six Nations System Principal Leader of Indigenous Education and Equity

Trustee:

R. Collver

Grand Erie Staff:

P. Ashe, Principal, Banbury Heights
J. Atanas, Principal, Branlyn Elementary School
W. Baker, Superintendent of Education
P. Bagchee, Mental Health and Well-Being Lead
C. Bibby, Safe and Inclusive Schools Lead
Y. Brochu, Vice Principal, McKinnon Park SS,
Secondary Rep for Ontario Principal Council Equity,
Diversity and Inclusion
T. Haist, Child and Youth Worker
K. Kitchen, Child Youth Worker
A. Mitchell, Vice Principal, Cayuga Secondary School
N. Rose, Teacher, Paris District High School
G. Rousell, System Research Leader
G. Stead, Vice Principal, Dunnville Secondary School
J. Daley, Haldimand Norfolk Health Unit and School Health Team
R-M Hadley, Lansdowne Children Center
A. Hilborn, Manager Service Coordinator of Brant
E. Lockhart, Facilitator, Queen's University
I. Parole, Director of Child Family Services Norfolk Reach
J. Thelman, Social worker Safe and Inclusive Team
T. Viddal, Woodview Children's Center

Guests:

Recording Secretary:

W. Kipp, Executive Assistant

Absent with Regrets:

S. Rice, Haldimand Norfolk Health and Social Services Department
C. Clark, Secondary Program Coordinator
A. Andratis, Elementary Teacher Safe Schools

Absent:

Nil

A - 1 **Opening Welcome**
(a)

J. Benner, Co-Chair called the Safe and Inclusive Schools (SIS) meeting to order at 1:05 pm and read the Land Acknowledgement.

B - 1 **Equity Action Plan – Community Input**

Superintendent Baker, noted all school boards have a responsibility to create an equity action plan, Grand Erie has enlisted support of E. Lockhart, Queen's University, Facilitator using a tool called Cross Lead, to gather information from community voice: students, parents, and Grand Erie staff.

The Equity Advisory Group, led by P. Ashe, Principal, Banbury Heights, and a group of community members will review the information from E. Lockhart, Facilitator, Queen's University, to prepare Draft Plan by mid-June 2022.



Safe and Inclusive Schools

Thursday, May 19, 2022
MS Teams Virtual Meeting

1:00 pm

MINUTES

C - 1 **Policies and Procedures Out for Comment**

It was noted, eight policies and procedures are out for comment, due by May 26, 2022. It was requested, that comments from the SIS committee be submitted to W. Kipp by May 25, 2022.

D - 1 **Operational Matters**

(a) **Anti-Racism Video**

The SIS videos created in 2021-22 were reviewed by the committee. Videos to be included in professional development workshops, curriculum, staff meetings and posted on website for public viewing.

(b) **Updated Pride Flags coming to schools**

Progressive Flags have been ordered for all schools and will arrive end of next week.

(c) **UnLearn Poster Pack 4**

Poster Pack 4 have been purchased which promote conversations around inclusivity and equity. and will be distributed to every school and Child Youth Worker for next year.

(d) **Book Study Update**

A. Mitchell, Vice Principal, Cayuga Secondary School commented that the Second Edition of Deep Diversity by Shakil Choudhury and 21 Things You Should Know About the Indian Act by Bob Joseph have been ordered to be added to all school resource libraries.

A. Mitchell will request in September to have the Book Study continue for 2022-23.

(e) **Feedback from April 22 PD Day**

Presented as printed.

(f) **Update from Equity Coach**

Nil

E - 1 **Next Meeting**

TBD

F - 1 **Adjournment**

Meeting adjourned at 3:05 pm



Native Advisory Committee

Thursday June 2, 2022

1:00 p.m.

MS Teams Virtual Meeting

MINUTES

- Chair:** K. Graham, Superintendent of Education
- Community Rep(s):** S. Graham, Six Nations Federal Schools Representative
L. Martin, Six Nations Community Representative
- Trustees:** R. Collver
- Grand Erie Staff:** J. Benner, Principal Hagersville Secondary School (HSS)
G. Cobb, Principal Pauline Johnson C&VS (PJC)
J. Smith, Vice-Principal Tollgate Technological Skills Centre (TTS)
D. Lloyd, Principal Cayuga Secondary School (CSS)
R. Malcom, Principal McKinnon Park Secondary School (MPSS)
J. Martin, Native Advisor
R. Staats, Principal Leader Indigenous Education & Equity
J. Tice, Indigenous Education Lead Teacher Consultant
M. Turner, Native Education Counsellor
S. Vansickle, Native Education Counsellor
S. Williams, Native Education Counsellor
C. Vyse, Native Community Liaison Worker
- Organizations/ Agencies:** Nil
- Absent with Regrets:** P. Barber, Director of Lifelong Learning Mississaugas of the Credit
M. Degroote, Principal Brantford Collegiate Institute (BCI)
S. Green, Indigenous Student Trustee
A. Powless-Bomberry, Six Nations Elected Council Representative
J. Roberto, Director of Education
C. VanEvery-Albert, Six Nations Trustee to the Board
- Absent:** H. Watts, Education Manager – Six Nations Lifelong Learning Taskforce
- Guests:** Nil
- Recording Secretary:** D. Fletcher, Executive Assistant

- A - 1 **Opening**
- (a) **Opening Address**
S. Vansickle, Native Education Counsellor, gave the Opening Address
- (b) **Land Acknowledgment**
Superintendent Graham read the Land Acknowledgment.
- (c) **Roll Call**
In Trustee VanEvery-Albert's absence, Superintendent Graham chaired the meeting.
i. J. Martin, Native Advisor, did the round table introductions for the Native Advisory Committee (NAC) Meeting
- (d) **Declaration of Conflict of Interest**
Nil



Native Advisory Committee

Thursday June 2, 2022

1:00 p.m.

MS Teams Virtual Meeting

MINUTES

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

J. Martin added agenda item D-1-g Seed Awards

S. Vansickle added agenda item D-1-h Youth Lodge and Ohahi:yo Programs

The agenda, as amended, was approved by consensus.

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

(a) **Update on the potential stacking of Native Advisory Committee (NAC)/Indigenous Education Advisory Committee (IEAC)**

Superintendent Graham provided an update that NAC and IEAC meetings will be structured as stacking meetings and scheduled on the same day. The IEAC meeting will be scheduled right after the NAC meeting. 2022-23 meeting dates will be provided to members.

(b) **Update on the potential revisions to the Education Services Agreement (ESA)**

R. Staats, Principal Leader of Indigenous Education and Equity provided an update that sub-committee meetings were held May 8 and May 18, 2022. The meeting addressed and identified student needs such as transportation/bussing and community Liaison for students who will be coming into Grand Erie. No recommendations are being provided at this point; more discussion will occur at the June 29, 2022 meeting and into the fall of 2022.

(c) **End of school activities update**

R. Staats, Principal Leader of Indigenous Education and Equity provided an update that a meeting will be held next week with Grad Coaches to review the possibility of a potential district wide graduation event to take place in the fall. NAC members provided feedback regarding the need of this event as secondary school commencements will be taking place in person this year. Next steps: R. Staats and Grad Coaches will be collecting information of students who are graduating.

(d) **Graduation information**

Graduation information was discussed in agenda item B-1-c. J. Tice, Indigenous Education Lead Teacher Consultant provided details regarding final United Indigenous School Council (UISC) meeting on June 16, 2022.

C - 1 **Approval of Minutes**

(a) **Approval of Minutes from the NAC meeting April 21, 2022**

Moved by: R. Collver

Seconded by: J. Tice

THAT the minutes of the Native Advisory Committee held on April 21, 2022 be approved.

Carried

D - 1 **New Business**

(a) **Indigenous Education Team Update**

R. Staats, Principal Leader Indigenous Education & Equity, presented an update on behalf of the Indigenous Education Team.



Native Advisory Committee

Thursday June 2, 2022

1:00 p.m.

MS Teams Virtual Meeting

MINUTES

New items reviewed included: new Elementary Indigenous Engagement Teacher, Survivor Secretariat Apple Tree Planting on Mary 24th (Remembering Kamloops findings of 215 Unmarked Graves), new Cultural Mentor Grad Coach Role, United Indigenous Education End of Year Gathering at Pauline Johnson Collegiate and Vocational School on June 16, 2022, Conversational Mohawk, Cayuga and Ojibway Languages offered in Grand Erie, and that Ryerson Heights will be renamed Edith Monture Elementary School this coming Fall.

Information regarding the Community Based Summer Learning Opportunity was shared.

Considerations to plan for September were discussed: Cultural Mentor Grad Coach Roles, ESA EA Allocations, Safe Spaces for Indigenous Students within the Big 6 Schools, N Courses, and Indigenous Language Courses.

(b) **Indigenous Student Trustee Report**

S. Green, Indigenous Student Trustee was not present to provide a report.

R. Staats, Principal Leader Indigenous Education & Equity shared information that S. Green is the recipient of the National Indigenous Scholarship at Western University.

(c) **School Reports – Student Voice**

J. Smith, Vice-Principal of Tollgate Technical Skills Centre (TTSC) shared a PowerPoint Presentation: “Tollgate Technological Skills Centre Student Voice 2021-22”, which included student voice representing all grades.

The students provided feedback for Things that stand out, Overall Areas of Strength, Areas for Improvement, and their Favourite Thing about the Indigenous Room and having a Cultural Mentor.

(d) **School Reports – Principal's Report**

J. Smith, Vice-Principal of Tollgate Technological Skills Centre presented the school report as printed.

(e) **Six Nations School Update**

An update from the Six Nations schools was provided by S. Graham, Six Nations Federal Schools Representative. Information shared included: Grade 8 visits and transition plans.

(f) **Transitions Update**

J. Martin, Native Advisor, shared a PowerPoint Presentation 2022-23 Six Nations Intermediate timelines. Significant revisions have been made to reflect input from the Six Nations Director of Education. Draft will be finalized and shared with staff consistent the timeline for the Grand Erie transition plan.



Native Advisory Committee

Thursday June 2, 2022

1:00 p.m.

MS Teams Virtual Meeting

MINUTES

(g) **Seed Awards**

J. Martin, Native Advisor shared that the Science Education & Employment Development (SEED) committee determines how the budget through the transfer agreement with Six Nations supports Six Nations students.

Information regarding the Science & Technology Awards for Youth (STAY) was reviewed. These awards are open to Six Nations Band members only. Information will be sent to school staff to be shared with students before the end of June.

(h) **Youth Lodge and Ohahi:yo Programs**

S. Vansickle, Native Education Counsellor inquired about staffing for the Youth Lodge and Ohahi:yo Programs. J. Benner, Principal Hagersville Secondary School (HSS) responsible for those programs welcomes further discussion to provide how staffing is provided for these programs.

R. Staats, Principal Leader of Indigenous Education and Equity will bring back to the Indigenous Education Team for discussion.

E - 1 **Other Business**

Nil.

F - 1 **Adjournment**

Superintendent Graham adjourned the meeting at 2:53 p.m.

G - 1 **Closing Address**

S. Vansickle, Native Education Counsellor gave the Closing Address.

H - 1 **Next Meeting**

October 2022 (Tentative). 2022-23 dates will be sent out.



Indigenous Education Advisory Committee Meeting

Thursday, June 9, 2022
MS Teams Virtual Meeting

1:00 P.M.

MINUTES

- Chair:** J. Tice, Indigenous Education Lead Teacher Consultant (Interim Chair)
- Community Representative(s):** Nil
- Trustees:** E. Dixon, Trustee
- Grand Erie Staff:** K. Graham, Superintendent of Education
J. Martin, Native Advisor
D. Smouter, Manager of Communications
R. Staats, Principal Leader Indigenous Education & Equity
W. Tymkiv, Elementary Principal
J. Burnham, Local Association Representative
D. Sowers, Local Association Representative
- Organizations/ Agencies:** Nil
- Parent/Family Designates:** Nil
- Absent with Regrets:** T. Simon, Parent/Family Designate
C. VanEvery-Albert, Six Nations Trustee to the Board
S. Kennedy, Métis Representative
J. Roberto, Director of Education
K. Sandy, Local Association Representative
S. George, Parent/Family Designate
- Absent:** P. Barber, Director of Lifelong Learning Mississaugas of the Credit First Nation
S. Green, Student Trustee
V. King-Jamieson, Mississaugas of the Credit Education Pillar Lead
A. Powless-Bomberry, Six Nations Elected Council Representative
J. Shawana, Local Association Representative
H. Watts, Education Manager – Six Nations Lifelong Learning Taskforce
R. Wilson, Local Association Representative
- Guests:** Nil
- Recording Secretary:** D. Fletcher, Executive Assistant

- A - 1 **Opening Roll Call**
(a) Roll call was completed by J. Tice, Interim Chair.
- (b) **Welcome/Land Acknowledgement Statement**
i. J. Tice, Interim Chair provided opening greetings for the Indigenous Education Advisory Committee (IEAC) Meeting
ii. Superintendent Graham read the Land Acknowledgement Statement
- (c) **Agenda Additions/Deletions/Approvals**
The agenda was approved by consensus.



Indigenous Education Advisory Committee Meeting

Thursday, June 9, 2022
MS Teams Virtual Meeting

1:00 P.M.

MINUTES

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

(a) P2 Honouring Indigenous Knowledges, Histories and Perspectives Update (From April 14, 2022)

Superintendent Graham provided an update that this Policy was approved at the Board Meeting on May 27, 2022. A new land acknowledgement was developed through consultation with IEAC and community members. It addresses the commitment for Grand Erie staff and students to further their learning with Indigenous perspectives. The procedure was received as information. Both policy and procedure will be reviewed in 2027 however can be revisited for revisions if required before then.

C - 1 Approval of Minutes

(a) April 14, 2022

Moved by: E. Dixon

Seconded by: J. Burnham

THAT the minutes of the Indigenous Education Advisory Committee held on April 14, 2022 be approved.

Carried

D - 1 New Business

(a) Update - Indigenous Student Trustee

S. Green, Indigenous Student Trustee was not present to provide a report.

J. Tice, Interim Chair shared information that S. Green is the recipient of the National Indigenous Scholarship at Western University.

He noted that the last United Indigenous School Council Meeting will be held on June 16, 2022 at Pauline Johnson Collegiate and Vocational School. IEAC members are invited to the event from 10am-1:30 p.m. located at the front of the school.

(b) Update - Native Advisory Committee (NAC)

J. Martin, Native Advisor, provided a brief update on the Virtual NAC meeting held on June 2, 2022 (Host School: Tollgate Technological Skills Centre). Items of discussion included: IEAC/NAC Meetings, Potential revisions to Six Nations ESA, End of Year School Activities (including potential graduation ceremonies), Principals Report & Student Voice from Tollgate Technological Skills Centre, Draft Transition plan for 22-203, SEED Awards Information, On-reserve programming (staffing), staffing inquiries for Youth Lodge and Ohahi:yo Programs.

(c) Update - Indigenous Education Team

R. Staats, Principal Leader of Indigenous Education and Equity on behalf of the Indigenous Education Team highlighted items from the System Principal Update.

New items reviewed included: new Elementary Indigenous Engagement Teacher, Survivor Secretariat Apple Tree Planting on Mary 24th (Remembering Kamloops findings of 215 Unmarked Graves), new Cultural Mentor Grad Coach Role, United Indigenous Education End of Year Gathering at Pauline Johnson Collegiate and Vocational School on June 16, 2022, Conversational Mohawk, Cayuga and Ojibway



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1:00 P.M.

MINUTES

Languages offered in Grand Erie, and that Ryerson Heights will be renamed Edith Monture Elementary School this coming Fall.

Information regarding the Community Based Summer Learning Opportunity was shared.

Considerations to plan for September were discussed: Cultural Mentor Grad Coach Roles, Education Service Agreement (ESA) Educational Assistant Allocations, Safe Spaces for Indigenous Students within the Big 6 Schools, N Courses, and Indigenous Language Courses.

(d) **Updates – Community**

J. Tice, Interim Chair shared information regarding the

The GoodMinds.com Indigenous Literature Award 2021-22 (sponsored by GoodMinds.com founders Jeff & Linda Burnham and current proprietor Achilles Gentle) and The Indigenous Allyship Award (sponsored by Denise Martins and an anonymous donor).

(e) **Indigenous Education Advisory Committee (IEAC) and Native Advisory Committee (NAC) Alignment**

Superintendent Graham provided an update that NAC and IEAC meetings will be structured as stacking meetings and scheduled on the same day. The IEAC meeting will be scheduled right after the NAC meeting. 2022-23 meeting dates will be provided to members.

(f) **Strategic Communications Plan**

Superintendent Graham introduced D. Smouter in his role as Communications Manager.

D. Smouter, Manager of Communications spoke to the Strategic Communications Plan 2021-2026 PowerPoint Presentation. He reviewed Background, Communications Goal: Strategies in Action and Success Criteria, Key components: Learn (New Approaches, Connecting with Communities, Kindergarten Registration, Secondary Registration, Professional Development), Well-Being (Specialized Programming, Improved Website, Social Leadership, Media Partner), Belonging (Indigenous Education, Newcomers, Recruit and Retain Staff).

E - 1 **Other Business**

(a) **Correspondence**

Nil



Indigenous Education Advisory Committee Meeting

Thursday, June 9, 2022
MS Teams Virtual Meeting

H-1-g

1:00 P.M.

MINUTES

(b) **Bylaws, Policies, Procedures Out for Comment**

J. Tice, Interim Chair noted the following policies and procedure are out for comment:

- Acceptable Use of Information Technology (SO-27)
- Acceptable Use of Information Technology (SO-XXX)
- Click the following link to access:

[Bylaws Policies and Procedures Out for Comment](#) to review them and forward any comments to policiesandprocedures@granderie.ca by September 13, 2022.

F - 1 **Adjournment**

J. Tice, Interim Chair provided the closing and adjourned the meeting at 1:48 p.m.

G - 1 **Next Meeting**

October 2022 (Tentative). 2022-23 dates will be sent out.

DRY