

UPPER GRAND DISTRICT SCHOOL BOARD

BUSINESS OPERATIONS COMMITTEE

MINUTES

October 12, 2010

The Business Operations Committee of Upper Grand District School Board met on Tuesday, October 12, 2010, in the Board Room at 500 Victoria Road North, Guelph, Ontario commencing at 7:00 p.m.

Trustee Busuttil, Chair, presided and the following Trustees were present: Bailey, Borden, Edwards, Gohn, Moziar, Schieck, and Waterston.

Present from the Administration were Superintendents Benallick, Boswell, Fyfe, Morrell and Wright; J. Alder, Manager of Plant Operations; D.S. Cuomo, Manager of Planning; M. McFadzen, Communications Officer; J.L. Rose, Executive Officer of Human Resources; P. Scinocca, Manger of Capital and Renewal Projects.

APPROVAL OF AGENDA

Trustee Schieck moved that the agenda be approved as amended with items 12 through 16 to be considered in camera.

The motion carried.

APPROVAL OF MINUTES

Trustee Edwards moved that the Minutes of the Meeting of September 14, 2010 be approved as recorded.

The motion carried.

DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

OPEN SESSION

PLAN FOR ELEMENTARY GUELPH GIFTED CLASSES FOR SEPTEMBER 2011

Ms. Heather Boswell, Superintendent of Program, introduced and reviewed the report entitled, "Plan for Elementary Guelph Gifted Classes for September 2011," dated October 12, 2010 (Appendices A, B and C).

Program staff had been directed by the Board to consult with parents of gifted students in order to gather further input into any plan to move the program due to the Central Guelph Accommodation Review, with consideration being given to consolidating the Gifted students in grades 4 and 5 currently attending Fred. A. Hamilton P.S. with

grades 6, 7 and 8 Gifted program students at Waverley Drive P.S. in September 2011. While the parents of Gifted students in the programs at both schools support the consolidation of the program Grades 4-8 at Waverley Drive P.S. in September 2011, concern remains that the continued success of the program is based on the maintenance of a stable cadre of experienced and qualified teachers. The fact that the teachers would not automatically move with the program due to contractual agreements coupled with the concern that resources critical to the success of the program might also be left behind with the teachers strengthened the resolve of the committee that the Grades 4-8 gifted program should be consolidated at Waverley Drive P.S. If these barriers could be removed in the future, a more central location has some appeal.

The results of a survey of parents of students in the Fred A. Hamilton P.S. and Waverley Drive P.S. gifted programs were reviewed in detail (Appendices A and B).

Consultation was also undertaken with planning department staff regarding the feasibility of consolidating the program at Waverley (Appendix C). While space currently exists to house the program at Waverley, it was noted that the school could not accommodate the program along with full day kindergarten and the JK-8 dual track programs when they are introduced. It was clarified that the parents of the Gifted students have been advised that it might be necessary to relocate the program should the NS15 delayed scenario be implemented.

Recommendation #1

Trustee Moziar moved that the report entitled, "Plan for Elementary Guelph Gifted Classes for September 2011," dated October 12, 2010 be received and considered.

The motion carried.

Trustee Moziar moved that the Guelph Gifted Program Grades 4 to 8 be consolidated at Waverly Drive Public School commencing September 2011.

The motion carried

Trustee Moziar moved that the Guelph Gifted Program be included in the revised Board's Long-Term Accommodation Plan.

It was clarified that the Long-Term Accommodation Plan already includes the projections for the Gifted Program as well as for other exceptionalities.

Trustee Moziar withdrew the motion.

CENTRE GUELPH (FI) ACCOMMODATION REVIEW IMPLEMENTATION REPORT #1

Ms. Janice Wright, Superintendent of Finance, introduced and reviewed the report entitled, "Centre Guelph (FI) Accommodation Review – Implementation Report #1," dated October 12, 2010. The report outlines the implementation of the approved

Scenario NS-15 delayed including new school attendance area boundary maps, key maps identifying the specific areas being reassigned, and a number of motions which are necessary to implement the approved scenario. An analysis of the enrolment impact of keeping the Grade 6 students at their current schools, determined that the current schools would be able to accommodate these additional students for the 2011/12 school year so that these students are not required to move schools two years in a row.

The three supplementary recommendations remaining from the final report of the Central Guelph ARC were also reviewed. It was reported that the issue of placing an adult crossing guard at the Ironwood/Edinburgh intersection is being pursued by Board staff with the City of Guelph; Mr. Paul Scinocca, Manager of Capital Projects will review the accommodation issues at FA Hamilton P.S. and is aware of the condition of the existing portapak; and, the issue of providing courtesy bussing for students on the outskirts of the walkable distances in the FA Hamilton neighbourhood will be explored by Board staff with the Transportation Consortium as it relates to the board's revised walking distances.

Director Rogers clarified that in addition to the recommendation (#7) included in this report creating John McCrae P.S. as a holding school for FI students from Victory, Paisley and Edward Johnson for grades 7 and 8 until a K-8 FI program can be established in north Guelph, Scenario NS-15 Delayed includes a Part 2 which outlines an additional component that addresses grades 7 and 8 FI students. It reassigns all grades 7 and 8 students from Paisley and Victory to John McCrae, a portion of the JK-6 from F.A. Hamilton and a portion of the JK-8 from John McCrae to the new school to be built in the south end. As the Board does not yet have permission to build the new school, the second component of the plan was not included at this time. It was agreed that a note to this effect will be added to the report.

It was clarified that it is expected that the bulk of the approximately \$1.5M surplus from the King George School project will be directed to upgrades at F.A. Hamilton school. Any remaining funds will be used to complete a roughed-in science and technology classroom at John McCrae. No additional capital funds are available from this project.

Director Rogers reported that the intention is to bring forward information regarding the location to house the English Track grade 7 and 8 students from King George during the building of the new school, in November or December. This will allow time to meet with the parents of the students involved.

Trustee Bailey read a letter from a parent from the Tytler School community expressing her displeasure with the Board's decision to withdraw U10 Staff Variation scenario from implementation in favour of NS15. The parent was also upset that the letter was received too late to request a delegation to the Board at tonight's meeting. A copy of the letter was distributed to Trustees.

Trustee Borden suggested that Trustee Bailey convey back to the parent that this committee only recommends motions to the Board and that there remains the

opportunity for her to delegate at the Board meeting on October 26th, if she is unhappy with the recommendations in the Implementation Report.

Recommendation #2

Trustee Schieck moved THAT:

1. memo PLN: 10-21 entitled "Centre Guelph (FI) Accommodation Review – Implementation Report #1", dated October 12, 2010 be received.

The motion carried.

Trustee Moziar moved THAT

2. effective June 30, 2011, the Grade 7 & 8 FI program at King George be closed and that King George opens as a JK-8 Regular Track school starting in September 2012.

The motion carried.

Trustee Moziar moved THAT

3. effective June 30, 2012, Laurine Ave P.S. be closed and consolidated at King George PS effective September 2012.

The motion carried.

Trustee Edwards moved THAT

4. effective June 30, 2012, Tytler P.S. be closed and consolidated at King George P.S. effective September 2012.

The motion carried.

Trustee Moziar moved THAT

5. effective June 30, 2011, the Grade 7 FI students at King George, be reassigned to John McCrae for Grade 8 for the 2011/12 school year.

The motion carried.

Trustee Moziar moved THAT

6. effective June 30, 2011, the Grade 6 students at John McCrae remain at John McCrae for Grade 7.

The motion carried.

Trustee Moziar moved THAT

7. effective June 30, 2011, the Grade 6 FI students at Victory, Paisley and Edward Johnson graduate to Grade 7 at John McCrae P.S. as an interim holding school for north grades 7 and 8 FI until a JK-8 FI program can be established in north Guelph.
8. effective June 30, 2011, the JK-6 Regular Track program at Fred A. Hamilton P.S. be closed and that F.A. Hamilton becomes an FI centre starting with JK-5 in September 2011.
9. effective September 2011 the F.A. Hamilton JK-6 Regular Track students be consolidated at Jean Little P.S.
10. Area A of the John McCrae P.S. JK-6 FI boundary as shown on Map 1 be reassigned to F.A. Hamilton effective September 2011. The Grade 6 students within Area A will remain at John McCrae for 2011/12.
11. Area B of the John McCrae P.S. JK-6 FI boundary as shown on Map 1 be reassigned to Edward Johnson P.S. effective September 2011. The Grade 6 students within Area B will remain at John McCrae for 2011/12.
12. Area C of the Jean Little P.S. JK-6 boundary as shown on Map 2 be reassigned to Priory Park P.S. effective September 2011. The Grade 6 students within Area C will remain at Jean Little for 2011/12.
13. Area D of Victory JK-6 FI boundary as shown on Map 3 be reassigned to Paisley Rd P.S. effective September 2011. The Grade 6 students within Area D will remain at Victory for 2011/12.

The motion carried.

Trustee Moziar moved THAT

14. the attendance area boundaries for King George PS, John McCrae P.S., F.A. Hamilton P.S., Jean Little P.S., Priory Park P.S., Paisley Rd P.S., Victory P.S. and Edward Johnson P.S. as outlined in Maps 4 to 13 be approved; and
15. French Immersion enrolment growth and school capacity in Guelph be reported annually by Staff in the Identified (ID) Schools Report in an effort to determine the timing and location of new French Immersion programs.

The motion carried.

7/8 IMPLEMENTATION PLAN AT SIR ISAAC BROCK PUBLIC SCHOOL

Mr. D. Cuomo, Manager of Planning, introduced and reviewed the report entitled, "7/8 Implementation Plan at Sir Isaac Brock P.S.," dated October 12, 2010. A boundary review process was undertaken for the new Westminster Woods P.S. in the fall of 2008 resulting in the establishment of a JK-8 boundary for Westminster Woods P.S. Included as part of the implementation of this scenario, staff recommended the phase in of a grade 7/8 program at Sir Isaac Brock P.S. beginning in 2015. In June 2008, the board directed staff to prepare a report for presentation to Trustees in October 2010, outlining a plan for implementing the JK-8 boundaries for Sir Isaac Brock P.S. and Rickson Ridge P.S. as shown on Maps 5 and 6, and including the anticipated implication of the proposed changes.

The first opportunity to consider the addition of grade 7 at Sir Isaac Brock would be next year; however, the resulting drop in numbers at Rickson Ridge raised concern. In addition, the future construction of a new school in the south end would also impact Rickson Ridge enrolment. It was therefore concluded that it would be premature to begin to implement a grade 7/8 program at Sir Isaac Brock at this time. It is suggested that a more appropriate time to re-examine the issue would be at the time the boundaries for the new school are being established.

Recommendation #3

Trustee Borden moved that memo PLN: 10-19 entitled, "7/8 Implementation Plan at Sir Isaac Brock P.S.," dated October 12, 2010 be received.

The motion carried.

HUMAN RESOURCES DEPARTMENT – MULTI-YEAR PLAN

Ms. J. L. Rose, Executive Officer of Human Resources introduced and reviewed the report entitled, "Human Resources Department – Multi-Year Plan," dated October 12, 2010. The plan addresses items identified in the Operational Review, and includes timelines for completion. Rationale and components of the plan were reviewed in detail. At the request of Trustees, the results of Action Plan 3 (Staff Satisfaction Surveys) and Action Plan 4 (Exit Interviews) will be shared with the Board when completed.

Recommendation #4

Trustee Borden moved that the report, "Human Resources Department – Multi-Year Plan," dated 2010 10 12 be received.

The motion carried.

RESIGNATIONS, APPOINTMENTS AND RETIREMENTS

Ms. J. L. Rose introduced and reviewed her memo "Resignations and Retirements (Appendix A)", dated October 12, 2010, as circulated at the meeting. It was noted that one retirement included in the report initially came forward in August as a resignation.

Recommendation #5

Trustee Schieck moved that this Committee recommend to the Board

THAT:

- a) the report, "Resignations and Retirements" dated October 12, 2010 be received; and,
- b) the Board approve the Executive Officer of Human Resources' decisions as outlined in the report "Resignations and Retirements," dated October 12, 2010 (Appendix A).

The motion carried.

HEALTH AND SAFETY REPORT

Ms. J. L. Rose, Executive Officer of Human Resources, provided a verbal report highlighting the Health and Safety activities for the past month. Mr. J. Bowie, Occupational Health and Safety Officer, has been working with a school to resolve issues related to a deaf child: strobe lights have been installed in the washrooms and hallways so that the child will be alerted to a fire alarm and need to evacuate. He has also assisted the special education department in purchasing equipment for a staff member working with an aggressive student. Asbestos awareness and heights training have been provided as part of the maintenance department training program.

Recommendation #6

Trustee Bailey moved that this Committee recommend to the Board that the verbal report on Health and Safety, as presented by Ms. J.L. Rose, Executive Officer of Human Resources, be received as information.

The motion carried.

OTHER BUSINESS

Macdonald Stewart Art Centre AGM

The Macdonald Stewart Art Centre Annual Meeting is being held on Tuesday, October 26th and Trustee Bailey volunteered to attend on behalf of Chair Borden.

Equipment for Incoming Trustees

Trustee Bailey asked if a decision has been made regarding standard equipment that will be available to incoming Trustees, following the election, noting that a fax machine has been provided in the past. Chair Borden reported that money has been

allocated in the budget to provide computer notebooks. It will be at the discretion of the individual Trustees to submit a request to receive one.

IN CAMERA

ADJOURNMENT

Trustee Edwards moved that this Committee adjourn at 8:35 p.m. to report to the Board.

The motion carried.