

UPPER GRAND DISTRICT SCHOOL BOARD

BUSINESS OPERATIONS COMMITTEE

MINUTES

March 19, 2013

The Business Operations Committee of Upper Grand District School Board met on Tuesday, March 19, 2013, in the Board Room at 500 Victoria Road North, Guelph, Ontario commencing at 7:00 p.m.

Trustee Schieck, Vice-Chair, presided and the following Trustees were present: Bailey, Busuttill, Cooper, Fairbairn, Gohn, and Moziar, along with Student Trustee Brown. Trustees Borden, Topping and Waterston participated via teleconference.

Present from the Administration were Director of Education, Dr. M. Rogers, Superintendents Benallick, Kelly, McDonald, Morrell, Talbot and Wright; Assistant Superintendent C. Zen; M. McFadzen, Communications Officer; M. Weidmark, Administrative Officer, Communications; J.L. Rose, Executive Officer of Human Resources; J. Passy, Manager of Planning; J. Veit, Manager of Operations; P. Scinocca, Manager of Capital and Renewal Projects; G. Hunter, Accommodation Planner/Geodata Analyst.

Prior to the start of the meeting, a moment of silence and reflection took place in honour of the late Guelph Police Services Constable Jennifer Kovach, who lost her life last week in the line of duty.

APPROVAL OF AGENDA

A revised agenda was distributed at the meeting reflecting the following additions:

- new item 4. Delegation
- new item 5. Response to Delegation
- new item 9. School Naming Committee – Laurine Avenue PS

The remainder of the agenda was renumbered accordingly.

Trustee Bailey moved that the agenda be approved as revised.

The motion carried.

APPROVAL OF MINUTES

Trustee Cooper moved that the minutes of the previous meeting, held February 12, 2013 be approved as printed.

The motion carried.

DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflicts of interest.

OPEN SESSION

DELEGATION:

Closure of All Bussed Schools During Snow Days

Mr. George Silva addressed Trustees regarding the closure of Brisbane Public School on days on which the school buses are not running. He noted that the schools within the Village of Erin remain open on those days. Mr. Silva expressed his belief that schools should remain open and that it be at the discretion of the parents whether or not they transport their children to school. He noted the main arteries that lead to the school are kept clear and that he would like to see a change in practice to allow the school to remain open on the days on which school buses do not run.

In response to questions from Trustees, Mr. Silva clarified that he has spoken to some of the other parents who also experience difficulty in making alternate arrangements for their children on those days. He also reported that he was aware of teachers at Brisbane school who live in Waterloo and Guelph and acknowledged that he understood teachers report to the nearest school if unable to safely travel to their home school. Mr. Silva clarified that he would expect the buses to take the children home on the days when the weather improves enough to allow them to do so, otherwise the parents who dropped off students would be responsible to pick them up at the end of the school day.

TRUSTEES RESPONSE TO DELEGATION

Ms. Bonnie Talbot, Superintendent of Education, provided information on the Board's practice regarding closing schools dependent on transportation when the buses are cancelled. Schools with 90% or more bussed students are closed to students on these days and there are 10 schools within the jurisdiction that fall into this category. Brisbane is 97% bussed this year. Staff are expected to report to their home school, or the closest school that can be safely reached. The practice has been in effect since the time of amalgamation and was in practice in the Wellington Board prior to that time. Each fall a review is undertaken by the Superintendents of Education, the Superintendent of Finance and the Transportation service to determine if there are any changes required based on the number of bussed students. Similar practices are in place in the surrounding boards. The reason for the closure is to ensure the safety of both students and staff. The Superintendents re-examined the practice a month ago and do not recommend any change. Due to the unpredictability of the weather, it would be difficult to guarantee that on every snow day there would be a sufficient number of staff at the school to supervise the children and in addition a situation might arise where students would be at the school and their parents could not safely return to pick them up

due to worsening conditions. While empathizing with the parents, it is important that parents have a backup plan for child care for days on which schools experience closure due to inclement weather.

Ms. Janice Wright, Superintendent of Finance, outlined the complex process that is undertaken prior to the determination of school bus cancellations.

In response to a question from Trustee Cooper, it was clarified that there are some differences between the rural and urban schools as more students are close enough to safely walk to school in the urban setting and often more staff are able to report to an urban school on days on which the buses do not run. Records are not available regarding the number teachers who report to school on bus cancellation days.

Trustee Busuttill acknowledged the child care issue experienced by parents and suggested that perhaps the remedy would lie within the community through the establishment of snow day activities by a local organization or YMCA.

Trustee Cooper moved that the Board direct a study to determine how many teachers, on a historical basis, are able to show up at schools on no bus days to determine if it would be possible in the future to provide schooling to those children who could be dropped off and picked up by their parents.

The motion was defeated.

FINAL REPORT OF THE LEARNING CHOICES COMMITTEE

Ms. Erin Kelly, Superintendent of Education, introduced Ms. Judith Nyman of Nyman Consulting and Design Limited, who in turn reviewed the report entitled, "Final Report of the Learning Choices Committee," dated March 7, 2013. The background and process were highlighted and it was reported that GCVI and Centennial CVI both submitted an expression of interest in offering the International Baccalaureate (IB) program. The process for evaluating the two schools and rationale for recommending GCVI as the site were presented, noting that both schools showed great insight, interest and enthusiasm for the program.

The Learning Choices Committee recognizes building a successful program requires that the program begin in a single location as a starting point. To ensure geographical equity over time, once the GCVI IB program is successfully established, the Board should review the need and interest for an additional program to mitigate distance, transportation requirements and travel time for students. In the interim, the GCVI Diploma Program will be open to any student who is successful through the application process. Every effort will be made to explore future e-learning opportunities and virtual attendance in the program. Transportation to the program will not be provided by the Board. Trustees strongly supported the need to find a way to grow the program in order to provide equitable access to all students across the Board

The timeline for offering the IB Diploma Program at Guelph CVI was outlined and it is recommended that 3 classes of grade 9 pre-IB students, based on secondary class size requirements, be admitted through the application process starting in 2014-15.

The shared financial responsibility between the Board and the parents was highlighted. The fees paid by the parents are not tuition fees but are linked to examinations, enrichment opportunities and other specific costs related to the student. There are no fees for the participating pre-IB students. Ms. Nyman reported that in order to support equity of access to the program, a bursary in the amount of \$25,000 is being established. The financial obligations for the Board include an annual fee to the IB organization, curriculum update costs and the provision of three teaching sections,

Trustees extended thanks to Trustees Moziar and Busuttill, Superintendent Kelly and staff and community participants on the Committee and Ms. Judith Nyman for the expertise she brought to the deliberations.

Recommendation # 1

Trustee Bailey moved THAT:

1. the report entitled: Final Report of the Learning Choices Committee 2013 19 03 be received.
2. Upper Grand District School Board approve the following recommendations:
 - a. the establishment of a Diploma International Baccalaureate Program in the Upper Grand District School Board;
 - b. the submission of an *IB School Information Form* by Guelph CVI (GCVI) to initiate the process of school accreditation for an International Baccalaureate Diploma program to commence in September 2016;
 - c. the establishment and on-going maintenance of a student bursary fund of \$25,000 commencing in September 2016 to ensure that any student, who is accepted through the application process to the Diploma IB program and for whom the financial requirements are a barrier to admission, is not prevented from benefitting from this program;
 - d. notwithstanding recommendation c, that parent/guardians will be required to pay a set fee for the two year IB Diploma Program not to exceed \$1300.00 in each year to cover the costs of the program;
 - e. the establishment of a \$100,000 budget line for September 2013, managed by the Secondary Superintendent of Education, to support the three year start up costs until the IB Diploma Program is self sustaining commencing in September 2016;

- f. that 3 sections of time release, commencing in the 2013-14 school year, be provided to Guelph CVI to support the IB Coordinator's role and responsibilities;
- g. that transportation, other than to students who would normally qualify for busing in the Guelph CVI catchment area, will not be provided;
- h. any student who is accepted into GCVI's IB track and does not continue in the program, for any reason, will be returned to their home school.

The motion carried.

NEW SOUTH GUELPH JK-8 FI CENTRE BOUNDARY REVIEW - REPORT #3

Ms. Jennifer Passy, Manager of Planning, introduced and reviewed the report entitled, "New South Guelph JK-8 FI Centre Boundary Review – Report #3," dated March 19, 2013. The goals, objectives and constraints of the boundary review were reviewed. In addition, Report 3 provides a summary of information contained in the first and second Boundary Review Reports; a summary of input received from the public; final staff recommendation and justification for the recommended Boundary change; a critical path resolution of the identified accommodation issue; and, a communication plan. The proposed boundary for the new South Guelph FI Centre for the staff preferred Scenario (Scenario 2) was reviewed along with maps outlining the proposed boundaries for the new school, F.A. Hamilton, John McCrae and Paisley Road Schools.

Ms. Passy reported that a safety concern raised by parents of children in the Paisley Road Community regarding the need to cross the intersection of Edinburgh Road and Wellington St. is being reviewed further and the transportation consortium will be looking at the walking routes and determining transportation eligibility by January 2014. In addition, in response to a question by Trustee Moziar, it was reported that discussions have taken place with the City of Guelph regarding the lack of sidewalks along Victoria Road in proximity to the new school and assurance was given that sidewalks will be constructed, starting in the spring of 2013.

Recommendation #2

Trustee Moziar moved that this committee recommend to the Board THAT

1. the report attached to memo PLN: 13-04 "*New South Guelph JK-8 FI Centre Boundary Review - Report #3*", dated March 19, 2013 be received.
- 2.a) the Board approves **Scenario 2** as described in Section 4.1 in the report attached to memo PLN: 13-04, and
 - b) the FI boundaries for the New South Guelph FI Centre, John McCrae PS, F.A. Hamilton PS and Paisley Road PS outlined in Appendix I, Maps 1 to 6 attached to memo PLN:13-04 "*New South Guelph JK-8 FI Centre Boundary Review - Report #3*", effective September 2014 be approved, and
3. effective September 2014, the implementation timelines applicable to **Scenario 2** be approved as follows:

- a) F.A. Hamilton PS JK-6 FI students who reside within the New South Guelph FI Centre boundary will attend the New South Guelph FI Centre.
- b) F.A. Hamilton PS JK-6 FI students who reside within new John McCrae PS JK-6 FI boundary will attend John McCrae PS.
- c) Grade 7 students feeding from F.A. Hamilton PS who reside within the New South Guelph FI Centre 7/8 FI boundary will attend the New South Guelph FI Centre.
- d) Grade 7 students feeding from F.A. Hamilton PS who reside within the new John McCrae PS 7/8 FI boundary will attend John McCrae PS.
- e) John McCrae PS JK-7 students who reside within the New South Guelph FI Centre JK-6 and 7/8 FI boundary will attend the New South Guelph FI Centre.
- f) All Paisley Road PS Grade 4-6 FI students will attend John McCrae PS.
- g) Grade 7 FI students feeding from Paisley Road PS will attend John McCrae PS.
- h) Transition Area students who did not attend Paisley Road PS in the 2013/14 school year will attend John McCrae PS.
- i) Transition Area students who attended Paisley Road PS for JK to Grade 2 in the 2013/14 school year may remain at Paisley Road PS until the end of Grade 3 or have the option of attending John McCrae PS.
- j) All Grade 8 FI students will be grandparented at John McCrae PS.

The motion carried.

NAMING OF NEW ELEMENTARY SCHOOL IN SHELBURNE

Ms. Bonnie Talbot, Superintendent of Education, introduced and reviewed the report entitled, "Naming of New Elementary School in Shelburne," dated March 19, 2013. The new school is scheduled to open in September 2013. The committee consulted with students, parents and staff at each of the feeder schools: Hyland Heights ES and Centennial Hylands ES and is recommending the new Shelburne school be named "Glenbrook Elementary School."

Recommendation #3

Trustee Topping moved that this committee recommend to the board THAT:

1. the report entitled "Naming of New Elementary School in Shelburne, dated March 19, 2013 be received.
2. the new Shelburne school be named "Glenbrook Elementary School."

The motion carried.

SCHOOL NAMING COMMITTEE – LAURINE AVENUE PS

Superintendent Linda Benallick reported that the new school on the Laurine Avenue site will open in September 2013. She explained the new school differs from other rebuilt schools as it will result in the amalgamation of communities from three

schools: Laurine Avenue, Tytler and King George. Interest has been expressed by members of the school communities to rename the school as it would provide a greater opportunity for parents, staff and students to create a new identity. The proposed membership of the Naming Committee was reviewed and is in keeping with Policy 303. As there are five Trustees representing Guelph, a request for a Trustee to serve on the Naming Committee will be brought forward to the March 26th Board meeting.

Recommendation #4

Trustee Fairbairn moved that this committee recommend to the Board that the verbal report on the School Naming Committee for Laurine Avenue PS be received.

The motion carried.

RESIGNATIONS AND RETIREMENTS

Ms. J. L. Rose, Executive Officer Human Resources, introduced and reviewed the report "Resignations and Retirements (Appendix A and B)", dated March 19, 2013, as distributed at the meeting. Ms. Rose also reported that Mr. Greg Seguin, General Manager of the Wellington-Dufferin Student Transportation Services has also submitted his resignation to retirement, effective August 31, 2013.

Recommendation #5

Trustee Moziar acknowledged the long service employees and moved that the report, Resignations and Retirements (Appendix A and B) dated March 19, 2013, be received.

The motion carried.

HEALTH AND SAFETY REPORT NIL

OTHER BUSINESS

Bylaw Review Committee

Trustee Borden reported that the following Trustees have volunteered as members of the Bylaw Review Committee: Waterston, Topping, Gohn, Busuttil, Bailey and Borden. A meeting will be scheduled in the near future to begin the process.

Funeral Services for Const. Kovach

Trustee Fairbairn reported that the funeral for Const. Jennifer Kovach is being held on Thursday, March 21, 2013 at 11:30 a.m. at the Sleeman Centre, Guelph.

IN CAMERA

OTHER BUSINESS - Nil

ADJOURNMENT

Trustee Waterston moved that this Committee adjourn at 9:15 p.m. to report to the Board.

The motion carried.