

# **Upper Grand District School Board Business Operations Committee Minutes**

October 14, 2014

The Business Operations Committee of Upper Grand District School Board met on Tuesday, October 14, 2014, in the Board Room at 500 Victoria Road North, Guelph, Ontario commencing at 7:05 p.m.

The Chairperson, Trustee Cooper presided, and the following Trustees were present: Bailey, Borden, Busuttil, Fairbairn, Gohn, Moziar, Schieck, Topping, and Waterston.

Present from the Administration were Dr. M. C. Rogers, Director of Education, together with Superintendents Benallick, Lindsay, McDonald, Slater, and Wright, Communications Officer McFadzen, Administrative Officer Communications Weidmark, Executive Officer of Human Resources Rose, Student Success Lead Zen, Planning Manager Passy, Operations Officer Scinocca, and Manager of Operations Veit.

## **Approval of Agenda**

Trustee Schieck moved that the agenda be approved as printed.

**The motion carried.**

## **Approval of Minutes**

Trustee Waterston moved that the minutes of the meeting of September 16, 2014 be approved as printed.

**The motion carried.**

## **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

## **2014 Facility Partnership Report**

Manager of Planning Passy presented the 2014 Facility Partnership Report which provides direction to the Board regarding opportunities to share facilities with community partners when building new schools or undertaking significant renovations or when considering the use of underutilized space in existing facilities. She reported that there were no available Partnership Spaces or Co-Build opportunities at the present time.

### **Recommendation # 1**

Trustee Borden moved that:

1. The report entitled "2014 Facility Partnership Report, PLN 14-20", dated October 14, 2014, be received.
2. Staff be directed to advise the Partnership List that there is no available Partnership Space or Co-Build opportunities.

**The motion carried.**

### **Strategic Direction 2015 – 2018**

Dave Walpole, on behalf of Co-chair Trustee Busuttil, presented the third update to the Board on the Strategic Directions 2015-2018. Mr. Walpole noted that the new strategic directions follow the guidelines laid out by the Ministry of Education, and that the development phase is complete. Since the last report, the following goals were added: equity of access and opportunity, high levels of student achievement, energize staff, and public confidence. He advised that these goals will be shared with the system this fall, and strategies to meet these goals will be developed during the 2014-2015 school year. It was suggested and agreed that the wording for the goals be amended to read "energized staff and increased public confidence". Trustees expressed their thanks for the update.

### **Recommendation # 2**

Trustee Busuttil moved that:

1. The report entitled "Strategic Directions 2015-2018" dated October 14, 2014 be received.
2. The Board approve the Vision, Mission Statements, Principles and Goals as described in Appendix A of the "Strategic Directions 2015 – 2018" report dated October 14, 2014, as amended.

**The motion carried.**

### **Trustee Honoraria**

Superintendent Wright advised that the Trustee Honoraria calculation contains two components; a base amount as well as an enrolment-based calculation. She reported that the total Honoraria for 2014-2015 for Trustees is \$11,317.00. She noted that the Chair and Vice-Chair receive an additional base amount for a total honoraria of

\$17,865.00 and \$14,591.00 respectively. In response to a question raised, Ms. Wright advised that the Student Trustee Honoraria of \$2,500.00 is a Board decision, and is not laid out in regulation.

### **Recommendation # 3**

Trustee Borden moved that the report "Trustee Honoraria" dated October 14, 2014 be received.

**The motion carried**

## **Resignations and Retirements**

Executive Officer of Human Resources presented the retirements and resignations report dated October 14, 2014, noting the retirement of one Principal.

### **Recommendation # 4**

Trustee Schieck moved that the report entitled "Staff Retirement and Resignations" dated October 14, 2014 be received, with thanks.

**The motion carried**

## **Health and Safety Report**

Executive Officer of Human Resources Rose advised that the Safety in Science (policy 604) updated documents which were distributed at the meeting, pertain to student safety and are in line with the Coroner's recommendations. Ms. Rose noted that the Concussion Protocol has been implemented and is posted on the website. She noted that this document was well received by the public as well as the media, and that our Board was leading in Ontario Boards for the development of the Concussion Protocol. The Joint Health and Safety Committee and the Superintendents of Education have been working collaboratively with the Health Unit to develop strategies and processes to help keep students and staff safe from the potential spread of the D68 virus. Proper hand washing remains the most important preventative measure, and communication home will also be critical. Ms. Rose reported that there are over ten million cases of viruses and over 100 strains of this type of virus, and that D68 is less common, but more dangerous. She advised that adults are less prone to contract this virus as they likely have built up enough immunity in their bodies, contrary to children who are more susceptible to this particular strain. Children may experience symptoms similar to a cold, then move quickly to some form of paralysis. She advised that the Board is also updating and revising the pandemic plan that was developed to deal with the outbreak of SARS. Trustees expressed their thanks for the report.

### **Recommendation # 5**

Trustee Moziar moved that the verbal report on Health and Safety be received, with thanks.

**The motion carried.**

## **Other Business**

### **Transportation Policy Change**

#### **Recommendation # 6**

Trustee Waterston moved that the Board direct the Policy Management Committee to adjust the walking distance chart for eligibility for transportation in Policy 304 (b) for grades JK – 6 to 1.6 km. to be implemented in September 2015 and that PMC report back to Board before the end of the current term.

**The motion carried.**

## **In Camera**

## **Adjournment**

Trustee Waterson moved that this Committee adjourn at 8:00 p.m. to report to the Board.

**The motion carried.**