

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

January 13, 2015

The Business Operations Committee of Upper Grand District School Board met on Tuesday, January 13, 2015, 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, Busutil, Fairbairn, Lustgarten Evoy, MacNeil, Moziar, Schieck, Topping, and White, along with Student Trustees Challinor and Woodford.

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

Approval of Agenda

Trustee Schieck moved that the agenda be approved as amended with the addition of a delegation.

The motion carried.

Approval of Minutes

Trustee Lustgarten Evoy moved that the minutes of the meeting of December 9, 2015 be approved as printed.

The motion carried.

Declarations of Conflict of Interest

There were no declarations of conflict of interest.

Delegation

Julie Charbonneau and James Silva were in attendance to voice their concerns about the Wellington North Elementary Accommodation Review, particularly the proposed closing of Kenilworth PS, and the impact it would have on their son and the community.

Wellington North Elementary Accommodation Review – Staff Report # 3

Senior Planner Imm presented the Wellington North Elementary Accommodation Review – Staff Report # 3. She provided a detailed explanation of the history of prior reviews, background information, process, public consultation, feedback, and an analysis of the Accommodation Review Committee's (ARC) Final Accommodation Report. Ms. Imm also explained staff's recommendation, rationale, and next steps in the process. The ARC had recommended: 1) That Kenilworth PS remains open and the necessary renewal capital is spent to bring the building up to standard, including some Provincial accommodation requirements. To invest in the capital work to support Full Day Kindergarten as required; and 2) That Kenilworth PS is maintained to the same standards as every other school in the Upper Grand District School Board. Staff concluded that, based on enrolment projections, financial implications of maintaining the small school and failure to meet several program principles, that Kenilworth PS should be closed at the end of the 2014/15 school year. Staff recommended Option 3, which would direct students to Arthur PS and Victoria Cross PS based on a boundary between the two schools drawn along Sideroad 3 in the Township of Wellington North. A series of related recommendations were presented for Trustees to consider when the matter is debated on February 10, 2015, prior to the February 24, 2015 Board meeting. Trustees thanked the ARC and staff for their work on the accommodation review and the school community for their participation in the process. Trustees asked questions of clarification with respect to the costs assuming the school is closed, population forecasts, transportation costs, value of the school to the community, consultation with receiving schools, historical motions related to closure and spending, renewal and facility condition index details, replacement of electric heating system not included in renewal costs, and timelines. Details of the administrative appeal process were also provided.

Recommendation # 1

Trustee Schieck moved that:

1. Memo PLN: 15-01 "Wellington North Elementary Accommodation Review – Staff Report #3", dated January 13, 2015 be received.
2. Staff recommendation 2. a) from report PLN 15-01 "Wellington North Elementary Accommodation Review – Staff Report # 3" and Option 1 as contained in the Wellington North Elementary Accommodation Review – Accommodation Review Committee Final Report presented on December 9, 2014 be referred to the February 10, 2015 meeting of the Business Operations Committee.

3. The Board confirms its decision with respect to the Wellington North Elementary Accommodation Review on February 24, 2015.

The motion carried.

Interim Move of Students – Edward Johnson PS

Manager of Planning Passy reported that enrolments at Edward Johnson PS have increased significantly beyond the boundary review projections conducted in 2011/2012. Three additional portables were added to the Edward Johnson PS property in the fall of 2014, but the property does not have the capacity for all the temporary accommodation necessary for the next two years. Therefore, Ms. Passy advised that it is necessary to move students from Edward Johnson PS for the 2015/2016 and possibly the 2016/2017 school years. Included in the report were five options to be considered. A public information meeting was held on January 8, 2015, at Edward Johnson PS to share the accommodation options. Staff will summarize feedback from the public information meetings, online feedback forms, and comments from delegations up to February 3, 2015, and will forward the summary to Trustees. Trustees will consider the interim accommodation options at a Special Board meeting on February 10, 2015. A concern was raised with the inclusion of Option 2 which refers to capping JK, SK and Grade 1 enrolment in Guelph French Immersion schools. Questions of clarification were raised with respect to overcrowding, impact at other schools, timing for the establishment of a new school, principal allocation, and concern regarding a large number of primary students in one location.

Recommendation # 2

Trustee Moziar moved that Option 2 in PLN:15-02 “Cap JK enrolment at Edward Johnson PS at 45 students starting in 2015, cap SK and Grade 1 Edward Johnson PS students at current levels, impose school specific caps in other Regular Track and Dual Track schools, plus move Grades 5 and 6 Edward Johnson PS students to King George PS in 2015/16 and 2016/17 if new school is not open” be removed.

The motion carried.

Recommendation # 3

Trustee Fairbairn moved that memo PLN: 15-02 “Interim Move of Edward Johnson PS Students” be received and referred to a Special Board Meeting to be held on February 10, 2015.

The motion carried.

French Immersion Management Strategy

It was reported that the elementary French Immersion (FI) program has been growing steadily to the point that the FI program is placing increasing pressure on the ability of the Board's elementary schools to accommodate FI students. A review of the program, how and where it is delivered and how growth may be managed is needed to determine long term accommodation plans.

Recommendation # 4

Trustee Busutil moved that:

1. Memo PLN: 15-04 "French Immersion Management Strategy" be received.
2. The Board appoints five Trustees; two from Guelph, two from Wellington County and one from Dufferin County, to a committee that will develop Terms of Reference for a French Immersion Review, which will be completed no later than the end of March 2015.

The motion carried.

Resignations and Retirements

Executive Officer of Human Resources Rose presented the report Resignations and Retirements dated January 13, 2015.

Recommendation # 5

Trustee Moziar moved that the Resignations and Retirements report dated January 13, 2015 be received, with thanks to the long serving employees.

The motion carried.

Capital and Renewal Plans and Budgets

(Trustee Workshop)

Operations Officer Scinocca provided an overview of Capital and Renewal work and related funding and budget criteria. He explained that although Capital and Renewal projects are related, they are different in how they are funded and how they are put together. Capital projects are covered by policy 309, which covers new schools, major additions and major renovations. Renewal projects relate to replacing existing components in buildings. Mr. Scinocca reported that items that are taken into consideration for these projects include pupil accommodation, how the schools are

designed, school needs, program requirements such as full-day kindergarten or science labs, bench marks, funding and approval processes, necessary upgrades, priorities, timelines, economics, energy efficient projects, environmental issues, Ministry focus, business cases as required for new schools, and strengthening accountability. Trustees thanked Mr. Scinocca for the information.

Recommendation # 6

Trustee Lustgarten Evoy moved that the Trustee Workshop on Capital and Renewal Plans and Budget be received.

The motion carried.

Environmental/Energy Plans

(Trustee Workshop)

Student Success Lead Zen, introduced Environmental Lead Karen Acton who provided a history of environmental and energy issues, present status, and future directions. Ms. Acton advised that the new initiatives in this area are driven by three Ministries; Environment, Energy and Education. She was proud to report the status and future directions of the Upper Grand DSB, and praised the Board for its support and foresight of environmental and energy plans and initiatives. In support of one particular initiative; less paper, Trustees were invited to visit the Trustee Portal for more information and to review the Board's sustainability action plan. Trustees thanked Ms. Acton for a terrific workshop and for her passion for our environment.

Recommendation # 7

Trustee Bailey moved that the Trustee Workshop on Environmental and Energy Plans be received.

The motion carried.

Other Business – Nil Report

Adjournment

Trustee Moziar moved that this Committee adjourn at 11:20 p.m. to report to the Board.

The motion carried.