

Upper Grand District School Board
Organizational Board Meeting, Tuesday, December 2, 2014
Minutes

The Organizational Meeting of the Upper Grand District School Board for the period December 1, 2014 to November 30, 2015 was held on Tuesday, December 2, 2014 in the Board Room at 500 Victoria Road North, Guelph, starting at 7:00 p.m. All members were present, along with Student Trustees Dylan Challinor and Guthrie Woodford.

Meeting Called To Order

The Chief Executive Officer of the Board, Dr. M.C. Rogers, presided and called the meeting to order.

Confirmation of Agenda

Trustee Scheick moved, seconded by Trustee Busuttil, that the agenda be confirmed as printed.

The motion carried.

Inaugural Prayer

Pastor Jim Gordon of Elora Road Christian Fellowship Church delivered the Inaugural Prayer.

Process and Procedures for Conduct of Meetings

Director Rogers briefly commented on the process and procedures to be used for conducting this evening's meeting.

Report on the Returns of the October 27, 2014 Election

Director Rogers briefly commented on the returns of the election of October 27, 2014, as certified by the Clerks of the various municipalities in the District who were the Returning Officers for the various areas as follows:

| | | |
|--|---|-----------------|
| City of Guelph, Wards 1 and 5 | - | Mark Bailey |
| City of Guelph, Wards 1 and 5 | - | Martha MacNeil |
| City of Guelph, Wards 2, 3 and 4 | - | Susan Moziar |
| City of Guelph, Wards 2, 3 and 4 | - | Linda Busuttil |
| City of Guelph, Ward 6 and Township of Puslinch | - | Marty Fairbairn |

| | | |
|--|---|-------------------------|
| Township of Guelph/Eramosa (Wards 3 and 4), Township of East Garafraxa and Town of Erin | - | Kathryn Cooper |
| Townships of Amaranth, East Luther/ Grand Valley, Melancthon, Mulmer and Towns of Mono and Shelburne | - | Lynn Topping |
| Town of Orangeville | - | Barb White |
| Township of Wellington North (Wards 1, 2, 3 and 4), Town of Minto and Township of Mapleton | - | Bruce Schieck |
| Township of Centre Wellington (Wards 1, 2, 3, 4 and 5) | - | Barbara Lustgarten Evoy |

These are the members of Upper Grand District School Board for the term December 1, 2014 to November 30, 2018.

Trustees' Declarations of Office and Oaths of Allegiance

Director M.C. Rogers, as Director of Education and Secretary-Treasurer of Upper Grand District School Board, conducted the ceremony of administering the Declaration of Office and the Oath of Allegiance for each Trustee present, in accordance with Section 209 of the Education Act. The signed and sworn Declarations and Oaths of Allegiance were collected for placement in the official files of the Board. Dr. Rogers declared that, having met procedural requirements, the Board is now properly constituted.

Election of the Chair of the Board

Director Rogers and Superintendent of Finance Ms. J. D. Wright were named as scrutineers, if required. The Board proceeded to the election of the Chair of the Board for the period December 1, 2014 to November 30, 2015, in accordance with Clause 6 of the Board's By-law No. 1.

Trustee Fairbairn nominated Trustee Bailey as Chair of the Board.
Trustee Topping seconded the nomination.

Trustee Schieck nominated Trustee Busuttill as Chair of the Board.
Trustee Moziar seconded the nomination.

Trustee Topping moved, seconded by Trustee Moziar that nominations be closed.

The motion carried.

Trustee Fairbairn spoke in support of his nomination of Trustee Bailey for Chair. Trustee Bailey presented his speech in support of his nomination as Chair.

Trustee Schieck spoke in support of his nomination of Trustee Busuttil for Chair. Trustee Busuttil presented her speech in support of her nomination as Chair.

A vote by secret ballot was conducted in accordance with Clause 8 of the Board's By-law No. 1. Trustee Bailey was declared Chair of the Board for the period December 1, 2014 to November 30, 2015.

Trustee Schieck moved, seconded by Trustee Moziar, that the ballots be destroyed.

The motion carried.

Trustee Bailey took the Chair of Office and presided for the remainder of the meeting.

Inaugural Address

Trustee Bailey provided his Inaugural Address, a copy of which is attached to the minutes.

Election of Vice-Chair of the Board

The Board proceeded to the election of the Vice-Chair of the Board for the period December 1, 2014 to November 30, 2015, in accordance with Clause 6 of the Board's By-law No. 1. The Chair called for nominations for the position of Vice-Chair of the Board for the period December 1, 2014 to November 30, 2015.

Trustee Cooper nominated Trustee Fairbairn as Vice-Chair of the Board. Trustee Topping seconded the nomination.

Trustee Schieck moved, seconded by Trustee White, that nominations be closed
The motion carried.

Trustee Fairbairn was declared Vice-Chair of the Board for the period December 1, 2014 to November 30, 2015.

Election of Chairs of the Two Standing Committees

Program Committee

The Board proceeded to the election of the Chair of the Program Committee, in accordance with Clause 10 of the Board's By-law No. 1.

The Chair called for nominations for the position of Chair of the Program Committee for the period December 1, 2014 to November 30, 2015.

Trustee Fairbairn nominated Trustee Moziar as Chair of the Program Committee. Trustee Busuttil seconded the nomination.

Trustee Topping moved, seconded by Trustee Lustgarten Evoy, that nominations be closed

The motion carried

Trustee Moziar was declared Chair of the Program Committee for the period December 1, 2014 to November 30, 2015.

Business Operations Committee

The Board proceeded to the election of the Chair of the Business Operations Committee, in accordance with Clause 10 of the Board's By-law No. 1.

The Chair called for nominations for the position of Chair of the Business Operations Committee for the period December 1, 2014 to November 30, 2015.

Trustee Fairbairn nominated Trustee Cooper as Chair of the Business Operations Committee. Trustee Moziar seconded the nomination.

Trustee McNeil moved, seconded by Trustee White, that nominations be closed

The motion carried.

Trustee Cooper was declared Chair of the Business Operations Committee for the period December 1, 2014 to November 30, 2015.

Election of Vice-Chair for Each of the Two Standing Committees

Program Committee

The Board proceeded to the election of the Vice-Chair of the Program Committee, in accordance with Clause 10 of the Board's By-law No. 1.

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The Chair called for nominations for the position of Vice-Chair of the Program Committee for the period December 1, 2014 to November 30, 2015.

Trustee Moziar nominated Trustee Topping as Vice-Chair of the Program Committee. Trustee Fairbairn seconded the nomination.

Trustee Fairbairn moved, seconded by Trustee Lustgarten Evoy, that nominations be closed

The motion carried

Trustee Topping was declared Vice-Chair of the Program Committee for the period December 1, 2014 to November 30, 2015.

Business Operations Committee

The Board proceeded to the election of the Vice-Chair of the Business Operations Committee, in accordance with Clause 10 of the Board's By-law No. 1.

The Chair called for nominations for the position of Vice-Chair of the Business Operations Committee for the period December 1, 2014 to November 30, 2015.

Trustee Cooper nominated Trustee Schieck as Vice-Chair of the Business Operations Committee. Trustee Moziar seconded the nomination.

Trustee Topping moved, seconded by Trustee MacNeil, that nominations be closed

The motion carried.

Trustee Schieck was declared Vice-Chair of the Business Operations Committee for the period December 1, 2014 to November 30, 2015.

Motion To Rise and Sit in Committee of the Whole

Trustee Topping moved that the Board rise and sit in Committee of the Whole with the Chairperson presiding.

The motion carried.

Royal Bank of Canada

Trustee Cooper moved that the Royal Bank of Canada continues to be the Banker for Upper Grand District School Board.

The motion carried.

Authorization Re: Line of Credit

Trustee White moved that the Budget Liaison Committee be authorized to activate a line of credit or Banker's Acceptances, up to \$10,000,000 if required, at The Royal Bank of Canada.

The motion carried.

Authorization to Borrow Funds

Trustee White moved that, in accordance with Section 243 of the Education Act, the Board authorize the Chair of the Board and the Director of Education as Secretary-Treasurer to borrow, from time to time, such funds as this Board considers necessary to meet the current expenditures of the Board; further, that the amounts that may be borrowed at any one time, together with the total of any similar borrowings that have not been repaid, shall not exceed the unreceived balance of estimated revenue of the Board for the current year; and that the Chair of the Board and the Director of Education as Secretary-Treasurer be authorized to sign any required forms.

The motion carried.

Signing Authority

Trustee Lustgarten Evoy moved that:

- a) The signing officers for financial transactions be the Chair of the Board and the Director of Education and Secretary-Treasurer.
- b) The Chair of the Board, Trustee Bailey, and the Director of Education and Secretary-Treasurer, Dr. Martha C. Rogers, be named as the cheque-signing authorities of the Board for the period December 1, 2014 to November 30, 2015, and that they be authorized to sign the required banking forms, including the authority to make use of a mechanical facsimile of their signatures, and
- c) The Royal Bank of Canada be authorized and directed to pay any and all cheques against the account of the Board which may be presented for payment bearing the facsimile signature impressed thereon by mechanical means, of the Chair of the Board and the Director of Education, as Secretary-Treasurer of the Board, to all intents and purposes as though such cheques had been signed in their own handwriting and duly issued by such signing officers with the authority on behalf of the Board. It is also agreed that, in consideration of the Bank's paying or negotiating cheques issued on behalf of the Board and bearing the mechanically imprinted facsimile signature of the Chair of the Board and the Director or Education,

as Secretary-Treasurer of the Board, the Board will and hereby does undertake to hold the Bank harmless from, and indemnified against, all losses, costs, damages and expenses arising out of the payment or the negotiation or any cheque on which the facsimile signature has been wrongfully affixed.

The motion carried.

Provision for Reserve

Trustee Moziar moved that:

- a) The Board provide for either a Provision for Reserve for Classroom Expenditures or a Transfer from Reserve for Classroom Expenditures.
- b) The Board provide for either a Provision for Reserve for Pupil Accommodation or a Transfer from Reserve for Pupil Accommodation.
- c) The Board provide for either a Provision for Reserve for Special Education or a Transfer from Reserve for Special Education, and
- d) The Board provide for either a Provision for Working Funds Reserve or a Transfer from Working Funds Reserve in its Financial Statements equal to the amount of surplus or deficit as determined after the year end audit.
- e) The Director of Education, the Superintendent of Finance or the Executive Officer of Human Resources be authorized to act on behalf of the Board in matters relating to the Canada Revenue Agency.

The motion carried.

Establishment of the Committee on Supervised Alternative Learning

Trustee Schieck moved that, in accordance with Ontario Regulation 308/90, the Board appoint a Committee for Supervised Alternative Learning, to be composed of a Trustee representative appointed by the Board; a Supervisory Officer who will Chair the committee, a Community Representative; and the Attendance Counsellors, with one to be appointed secretary of the Committee; with power to substitute or add, as required.

The motion carried.

Authority to Close School

Trustee Topping moved that the Director of Education be authorized to act as Agent for the Board on the matter of school closing for a temporary period, in accordance with Section 19 of the Education Act, and that such action be

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reported to the Board as soon as possible.

The motion carried.

Ontario Public School Boards' Association Membership

Trustee Moziar moved that Upper Grand District School Board's annual membership in the Ontario Public School Boards' Association (OPSBA) be approved for the term of the new Board of Trustees (December 1, 2014 to November 30, 2018).

The motion carried.

Trustee Representation on Committees

Director Rogers and Superintendent Wright were named as scrutineers, if required.

Budget Committee

All Trustees were appointed to sit on the Budget Committee for the period December 1, 2014 to November 30, 2015.

Chairs Committee

The following Trustees were appointed to the Chairs Committee for the period December 1, 2014 to November 30, 2015:

| | |
|---|-------------------|
| Chair of the Board | Trustee Bailey |
| Vice-Chair of the Board | Trustee Fairbairn |
| Chair of the Program Committee | Trustee Moziar |
| Vice-Chair of the Program Committee | Trustee Topping |
| Chair of the Business Operations Committee | Trustee Cooper |
| Vice-Chair of the Business Operations Committee | Trustee Schieck. |

Statutory Committees

Joint Committee (with Wellington Catholic District School Board)

Trustees Moziar and Fairbairn were appointed to the Joint Committee for the period December 1, 2014 to November 30, 2015.

Joint Health and Safety Committee

Trustee McNeil was appointed to the Joint Health and Safety Committee for the period December 1, 2014 to November 30, 2015.

Special Education Advisory Committee (SEAC)

Trustees Schieck and Busuttill were appointed to the Special Education Advisory Committee for the period December 1, 2014 to November 30, 2015.

Supervised Alternative Learning

The following Trustees and alternates were appointed to the Supervised Alternative Learning Committee for the period December 1, 2014 to November 30, 2015.

| | | | |
|--------------|-----------------|------------|-------------------------|
| Orangeville: | Trustee Topping | Alternate: | Trustee White |
| Guelph: | Trustee Moziar | Alternate: | Trustee Fairbairn |
| North: | Trustee Schieck | Alternate: | Trustee Lustgarten Evoy |

Audit Committee

Trustees Topping and MacNeil, were appointed to the Audit Committee for the period December 1, 2014 to November 30, 2015. Trustees Fairbairn and Schieck were appointed to the Audit Committee by virtue of their Vice-Chair positions.

Ongoing System Committees

Accessibility Steering Committee

Trustees Cooper and Bailey were appointed to the Accessibility Steering Committee for the period December 1, 2014 to November 30, 2015.

Budget Liaison Committee (BLC)

Trustees Busuttill, Schieck, Topping and Moziar were appointed to the Budget Liaison Committee (BLC) for the period December 1, 2014 to November 30, 2015.

Eligibility List Selection Committees

- a) Trustee Lustgarten Evoy was appointed to the Secondary Principals' Eligibility List Selection Committee for the period December 1, 2014 to November 30, 2015.
- b) Trustee Topping was appointed to the Elementary Principals' Eligibility List Selection Committee for the period December 1, 2014 to November 30, 2015.
- c) Trustee MacNeil was appointed to the Secondary Vice-Principals' Eligibility List Selection Committee for the period December 1, 2014 to November 30, 2015.
- d) Trustee White was appointed to the Elementary Vice-Principals' Eligibility List Selection Committee for the period December 1, 2014 to November 30, 2015.
- e) Trustees Fairbairn and Cooper were appointed as alternates, to the Eligibility List Selection Committees for the period December 1, 2014 to November 30, 2015.

Parent Involvement Committee (PIC)

Trustee MacNeil was appointed to the Parent Involvement Committee.

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Trustees White (Dufferin) and Bailey (Wellington) were appointed as alternates for the Parent Involvement Committee.

Policy Management Committee (PMC)

Trustees, Bailey, Fairbairn, White, MacNeil, and Cooper were appointed to the Policy Management Committee (PMC) for the period December 1, 2014 to November 30, 2015.

NEGOTIATIONS STEERING COMMITTEE

Trustees Busuttil, Moziar, Bailey, Schieck, and Fairbairn were appointed to the Negotiations Steering Committee for the period December 1, 2014 to November 30, 2015.

AD HOC COMMITTEES

Centre 2000 Management Board

Trustee Cooper was appointed to the Centre 2000 Management Board for the period December 1, 2014 to November 30, 2015.

Property Committee

Trustees Busuttil, MacNeil, and Moziar were appointed to the Property Committee for the Period December 1, 2014 to November 30, 2015.

Safe and Inclusive Schools Committee

Trustees MacNeil and Bailey were appointed to the Safe and Inclusive Schools Committee for the period December 1, 2014 to November 30, 2015.

Student Discipline Committee

Trustees Topping, Moziar, Schieck, Cooper, and Fairbairn were appointed to the Student Discipline Committee for the period December 1, 2014 to November 30, 2015.

Learning Choices Committee

Trustees Topping, Lustgarten Evoy, Fairbairn, and Student Trustee Challinor were appointed to the Learning Choices Committee for the period December 1, 2014 to November 30, 2015.

Environmental Education and Management

Trustees Cooper and Bailey were appointed to the Environmental Education and Management Committee for the period December 1, 2014 to November 30, 2015.

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Communications Committee

Trustees Bailey and Lustgarten Evoy were appointed to the Communications Committee for the period December 1, 2014 to November 30, 2015.

Strategic Planning Committee

Trustees Busuttil, MacNeil, Moziar and Fairbairn were appointed to the Strategic Planning Committee for the period December 1, 2014 to November 30, 2015.

French Action Plan Committee

Trustees Moziar, White, and Cooper were appointed to the French Action Plan Committee for the period December 1, 2014 to November 30, 2015.

The motion carried.

LIAISON WITH MUNICIPALITIES

Guelph Liaison Committee

Trustees Bailey, Busuttil, Fairbairn, MacNeil, and Moziar were appointed to the Guelph Liaison Committee for the period December 1, 2014 to November 30, 2015.

Dufferin County Liaison Committee

Trustees Topping and White were appointed to the Dufferin County Liaison Committee for the period December 1, 2014 to November 30, 2015.

Wellington County Liaison Committee

Trustees Cooper, Lustgarten Evoy, and Schieck were appointed to the Wellington County Liaison Committee for the period December 1, 2014 to November 30, 2015.

APPOINTMENTS TO OUTSIDE COMMITTEES AND BOARDS

Trustee Appointments

Career Education Council (CEC)

Trustee Cooper was appointed to the Career Education Council (CEC), and Trustee Bailey was appointed to the Career Education Council (CEC) as alternate.

Arthur Chamber of Commerce

Trustee Scheick was appointed to the Arthur Chamber of Commerce for the period December 1, 2014 to November 20, 2015.

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Centre Wellington Chamber of Commerce

Trustee Lustgarten Evoy was appointed to the Centre Wellington Chamber of Commerce for the period December 1, 2014 to November 20, 2015.

Greater Dufferin Chamber of Commerce

Trustee Topping was appointed to the Greater Dufferin Chamber of Commerce for the period December 1, 2014 to November 20, 2015.

Guelph Chamber of Commerce Education Committee

Trustee Fairbairn was appointed to the Guelph Chamber of Commerce Education Committee for the period December 1, 2014 to November 20, 2015.

Ontario Public School Boards' Association

The Chair called for volunteers to sit on the Ontario Public School Boards' Association as Director and Voting Delegate and Alternate. Trustees Busuttil and Fairbairn volunteered.

A vote by secret ballot was conducted in accordance with Clause 8 of the Board's By-law No. 1 to determine the Director and Voting Delegate for OPSBA.

Trustee Busuttil was declared then appointed the Director and Voting Delegate to represent the Board at OPSBA meetings for the period December 1, 2014 to November 30, 2015.

Trustee Fairbairn was declared then appointed to represent the Board at OPSBA meetings as Alternate for the period December 1, 2014 to November 30, 2015.

Trustee Schieck moved that the ballots be destroyed.

The motion carried.

School Safety Patrol Review Committee

Trustees Busuttil and Student Trustee Woodford were appointed to the School Safety Patrol Review Committee for the period December 1, 2014 to November 30, 2015.

Upper Grand Learning Foundation

Trustees Cooper and Topping were appointed to the Upper Grand Learning Foundation Committee for the period December 1, 2014 to November 30, 2015.

Macdonald Stewart Art Centre Board

Trustees Busuttil, Bailey, and MacNeil were appointed to the Macdonald Stewart Art Centre Board for the period December 1, 2014 to November 30, 2015.

Trustee Waterston moved that the Trustee elections and Trustee Representation on Committees as recorded above be approved.

The motion carried.

SPECIAL EDUCATION ADVISORY COMMITTEE APPOINTMENT

Trustee Fairbairn moved that the following representatives of associations and the community be appointed to the Special Education Advisory Committee effective December 1, 2014 to November 30, 2015:

- | | |
|--|------------------|
| a) Association for Bright Children of Ontario | Jason Offer |
| b) FASworld Canada Fetal Alcohol Spectrum Disorders | Laurie Whyte |
| c) Integration Action for Inclusion in Education and Community (Ontario) | Don Richardson |
| d) Learning Disabilities Association of Wellington County | Sharon Dills |
| e) VOICE for Hearing Impaired Children | Stacey Stevens |
| f) Autism Society of Ontario Representative | Sue Shaw |
| g) Autism Society of Ontario – Alternate | Carrie Proudfoot |

The motion carried.

Meeting Schedule

Trustee Fairbairn moved that the monthly meeting schedule be as follows:

- | | | |
|--------------------------|---|-------------------------------|
| First Tuesday (of month) | - | Program Committee |
| Second Tuesday | - | Business Operations Committee |
| Fourth Tuesday | - | Regular Board Meeting |

The motion carried.

The Board By-law No 1 states that Board Meetings start at 7:00 p.m.

Trustee Cooper moved that the Board continue the practice of holding a Committee of the Whole meeting In Camera (if required) immediately prior to the regular Board meeting, or immediately following the Board meeting.

The motion carried.

Report to the Board

Trustee Topping moved that the Committee of the Whole rise and report to the Board.

The motion carried.

Ratification of Business

Trustee Moziar moved, seconded by Trustee Fairbairn, that the business transacted by the Committee of the Whole be now ratified by the Board.

The motion carried.

Adjournment

Trustee Lustgarten Evoy moved, seconded by Trustee White, that the Board adjourn and this meeting now close at 8:50 p.m.

The motion carried.