

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

October 10, 2017

The Business Operations Committee of Upper Grand District School Board met on Tuesday, October 10, 2017, in the Board Room at 500 Victoria Road North, Guelph, Ontario commencing at 7:00 p.m.

The Chairperson, Trustee Schieck presided, and the following Trustees were present: Bailey, Cooper, Fairbairn, Lustgarten Evoy, MacNeil, Moziar, Topping, and White along with Student Trustees Caitlin Ennis and Allison Cai.

Present from the Administration were, Director of Education Rogers, together with Superintendents Heaslip, Lindsay, McDonald, Morrell, Regier, Slater, and Van Ooteghem, Communications Officer Loney, Executive Officer of Human Resources Rose, Student Success Lead Zen, Manager of Planning Passy, Operations Officer Scinocca, Manager of Operations Veit, and Environmental Sustainability Lead Acton.

Approval of Agenda

Trustee Fairbairn moved that the agenda be approved as printed.

The motion carried.

Approval of Minutes

Trustee Lustgarten Evoy moved that the minutes of the meeting of September 12, 2017 be approved as printed.

The motion carried.

Declarations of Conflict of Interest

There were no declarations of conflict of interest.

Renewal Projects 2017-2018

Operations Officer Scinocca presented the Capital/Renewal Department's forecasted plans for renewal and condition improvement projects (2017/2018). The purpose of the report was to inform Trustees of the upcoming projects planned and noted that renewal plans often change substantially between forecast and final implementation. This

reporting is consistent with the Ministry's goal of transparency and increasing confidence in public education. Trustees expressed thanks for the information.

Recommendation # 1

Trustee Fairbairn moved that the report entitled "Renewal Projects (2017/2018)", CP:17-05, dated October 10, 2017, be received.

The motion carried.

Annual Environmental Report

Environmental Sustainability Lead, Karen Acton provided an annual update on environmental initiatives, progress and future plans. The Environmental Education Management Committee (EEMC) developed a new Environmental Sustainability Action Plan in 2014, which is a five-year plan that includes four pillars: Learning and Teaching, Staff and Student Engagement, Community Connections, and Environmental Leadership. A number of achievements were shared from the environmental initiatives undertaken in the 2016-2017 school year. For example, each year there is an environmental target embedded in the Board Improvement Plan (BIPSA), which drives all the school plans (SIPSA). Teachers taught a number of diverse environmental education lessons and accessed a number of community programs that provided presentations or workshops to their students, such as Wild Ontario, Planet Protectors, Focus on Nature, Green Legacy and Trees for Guelph. In order to assist teachers in integrating environmental goals into their teaching and encouraging them to extend classroom learning outside, a large number of PD sessions were offered, including workshops at the Guelph Arboretum for grade K-12 teachers. Mrs. Acton proudly announced that there are currently 67 EcoSchools in our Board, which represents 88% of our schools. This ranks the UGDSB sixth in the Province. Continued progress was also shared in other initiatives including waste management, paper reduction, greening of schoolyards, and energy conservation. Future plans and expectations were shared as the program continues to grow with more projects undertaken, more schools engaged and more students eager to participate. Trustees expressed many thanks for the passion, enthusiasm, and progress in environmental sustainability and programs

Recommendation # 2

Trustee Cooper moved that the verbal Annual Environmental Report be received.

The motion carried.

Trustee Honoraria

Superintendent of Finance Regier presented the Trustee Honoraria amounts for the December 1, 2017 to November 30, 2018. He reported that the average daily enrolment (ADE) from the previous year was used to calculate the enrolment amount of the Honoraria. The enrolment amount for Trustees for 2017 2018 is \$5,892 for a total Honoraria of \$11,792. The Chair and Vice-Chair receive an additional base amount of \$5,000 and \$2,500 respectively. Those positions also receive an additional enrolment amount. Honoraria for the Chair will be \$18,475 and \$15,134 for the Vice Chair.

Recommendation # 3

Trustee Moziar moved that the report entitled "Trustee Honoraria" dated October 10, 2017, be received.

The motion carried.

Trustee Expenses

Superintendent of Finance Regier presented a summary of Trustee expenses which covered the financial year September 1, 2016 to August 31, 2017. The report will be posted on the Board's website after final approval at the October Board meeting.

Recommendation # 4

Trustee Topping moved that the report entitled "Trustee Expenses" dated October 10, 2017, be received.

The motion carried.

Other Business – nil report

Adjournment

Trustee White moved that this Committee adjourn at 8:15 p.m. to report to the Board.

The motion carried.

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