

Upper Grand District School Board
Board Meeting, Tuesday, November 28, 2017
Minutes

The regular monthly meeting of the Upper Grand District School Board was held on Tuesday, November 28, 2017 in the Board Room at 500 Victoria Road North, Guelph, starting at 7:00 p.m. All Trustees were present with the exception of Trustee Moziar Student Trustees Caitlin Ennis and Allison Cai were also in attendance.

Traditional Greeting

Opening Prayer - Trustee Busuttil

Trustee Busuttil read a poem by Pablo Neruda about peace.

Condolences

Trustee Bailey, Chair, reported that condolences were sent on behalf of the Board to the following: Brian Trento, Custodian at CCVI on the loss of his mother; Mike Robertson, Custodial Supervisor in Operations on the loss of his grandfather; Gary Slater, Superintendent of Education on the loss of his mother; Andrea Slater, Teacher at Aberfoyle PS on the loss of her mother-in-law; Yong Lee, Teacher at Brant Ave. PS and Ken Danby PS on the loss of his father; the family of Cindy Lou Chalifoux, Teacher at Laurelwoods ES; and Melissa Roth, Teacher at Taylor Evans PS on the loss of her father.

Good News

Dr. Rogers highlighted the Good News as follows:

ESL Program Manager Wins TESL Distinguished Contribution Award

[Board website – Nov. 2, 2017]

Sheila Nicholas was named as one of the recipients of the Distinguished Contribution Award by Teachers of English as a Second Language Association of Ontario (TESL Ontario). According to the TESL Ontario website, the Distinguished Contribution Award “is designed to recognize and honour the significant long-term achievements and contributions to the advancement of English Language educators, the English Language training sector and/or TESL Ontario. Sheila has been passionate about ESL for years. She volunteered as an ESL tutor after returning from a research trip in Zimbabwe years ago where she met with her first student. The commitment to ESL that Sheila saw in her first student ignited a passion in her that she still has today. Sheila sits as the Chair of the Board for TESL Ontario and holds positions on various committees at TESL Waterloo-Wellington.

Montgomery Village PS

[Board website]

Marc Mailhot and Lynda Brown received the Governor General's History Award for Excellence in Teaching in Rideau Hall on November 22nd by Her Excellency the Right Honourable Julie Payette, Governor General of Canada. This award recognizes teachers who have encouraged their students to explore Canadian history from a new angle. Marc and Lynda developed the cross-curricular and experiential project, "GrandPals", in which students explored their personal histories in addition to working with community seniors. In so doing, students discovered key events in Canadian history while building invaluable intergenerational bonds.

Jennifer Green

[Guelph Today]

On November 17, 2017, Jennifer Green, Planner/Scheduler for the Board's Operations Department addressed the Guelph Chamber of Commerce Inspirational Women Luncheon at the Delta Hotel. Jennifer discussed her choices and her 10 year career as a millwright. She urged more education, awareness and support for women seeking employment in the trades.

Canadian Cancer Society

Centre Wellington DHS and Wellington Heights SS organized Relay for Life events in 2017, and raised \$87,062 in support of cancer research.

Centre Wellington DHS

[Board website]

Jeff Brubacher has been awarded the OFSAA Leadership School Sport Award. Jeff coaches basketball and soccer at Centre Wellington DHS and is the school's Athletic Director. The recipient is someone who exemplifies the values of sportsmanship and fair play, and promotes personal growth and educational achievement through sport.

College Heights SS

[Francis Noventa and Frances Norlen]

A number of students from College Heights SS recently participated in forklift training at Probuy Safety Solutions in Guelph. College Heights SS students, who enrolled in the Manufacturing Specialist High Skills Major (SHSM) program, were the first in the Board to receive this highly useful and sought after training. The full eight hour course ended with the students driving a forklift and performing a series of operations through an

obstacle course similar to what they might be expected to do on the job. Along with this training, manufacturing students enrolled in welding can earn several welding certificates from the Canadian Welding Bureau by performing a weld test for an inspector. Last year, eight students passed the test and received a certificate. Two of those students attained employment as welders. Students taking the Machine stream will learn to run state-of-the-art CNC machines and develop the programs and drawings to run them.

On November 16, 2017 College Heights SS held an official opening ceremony for the paint booth in the auto body program. The paint booth was refurbished thanks to Peter Haayen and the maintenance staff. Students are now able to participate in all aspects of auto body repairs.

Orangeville DSS

[Frances Norlen]

Orangeville DSS student, Sarah Gillies is one of the fastest rising stars in the world of Paralympic Alpine Skiing as well as cross country and track and field. On November 4th she won her second consecutive Ontario cross-country title. She ran the three kilometer para division course in a time of 14:13.9 at the OFSAA cross-country meet in Petawawa. Sarah ran the course at a pace of 4:44.6 per km on route to defend her gold medal. The Grade 10 student and right lower leg amputee finished first in the same race at OFSAA last year. Sarah was born with fibular hemimelia and became a right lower leg amputee at seven months old. Her trophy cabinet already contains two Canada Games medals in Alpine skiing, and an Ontario high school (OFSAA) track and field record in the 800m. She was recently awarded a prestigious \$10,000 FACE (Fuelling Athlete and Coaching Excellence) grant by Petro-Canada and the Canadian Paralympic Committee. Grants are awarded to athletes (\$5,000 to the athlete and \$5,000 to their coach) deemed to have great potential to represent Canada at Olympic and Paralympic Games. Only 55 athletes across the country received the honour. Past recipients included Olympic and Paralympic medalists' Patrick Chan, Hayley Wickenheiser, Rosie MacLennan, Kristina Groves and Mark Tewksbury.

Paisley Road PS

[Guelph Mercury]

Paisley Road PS and St. Joseph Catholic schools are working together in constructing "Niagara Wampum Belt" out of beads that commemorates the 1764 Treaty of Fort Niagara, a peace treaty signed by a representative of the Crown and members of more than 24 Indigenous nations. Each student from both schools added a bead of their own, representing a treaty between the two schools. The two rows of purple beads represent the journeys of two peoples on a parallel path, neither interfering with one another's

journey or trying to steer the other's vessel. The finished Wampum belt now framed and under glass was presented to the student earlier this month as part of Treaties Recognition Week. It hung for a short period in the front office at Paisley Road PS. On November 15, it was presented to students at St. Joseph during an assembly that was attended by a contingent of students from Paisley Road PS.

Confirmation of the Agenda

Trustee Topping moved, seconded by Trustee Cooper, that the agenda be confirmed as printed.

The motion carried.

Declarations of Conflict of Interest

There were no conflicts of interest.

Approval of the Minutes of the Meeting Held October 24, 2017

Trustee Schieck moved, seconded by Trustee Lustgarten Evoy, that the minutes of the meeting held October 24, 2017, and the minutes of the Committee of the Whole meeting held immediately prior to the Board meeting, be approved as printed.

The motion carried.

Ratification of Business Transacted by the Committee of the Whole In Camera

Trustee Topping moved, seconded by Trustee MacNeil, that the business transacted by the Committee of the Whole In Camera be now ratified by the Board.

The motion carried.

Motion to Rise and Sit in Committee of the Whole

Trustee White moved, seconded by Trustee MacNeil, that the Board rise and sit in Committee of the Whole with the Chairperson presiding.

The motion carried.

Program Committee

Trustee White moved that the minutes of the Program Committee held October 3, 2017 be received and considered.

The motion carried.

Trustee Cooper requested that items 4 and 5 be considered separately.

Trustee White moved that:

1. The verbal update from Student Trustees be received, with thanks.
2. The verbal EQAO presentation be received.
3. Memo 2017-004 entitled "The Annual French Review Background Report for 2017/18" dated November 7, 2017 be received.
6. The verbal OPSBA update be received.

The motion carried.

Trustee Cooper stated that it seemed unfair that we, as a Board, are compelled to reduce the caps at schools like École Harris Mills ES and Palmerston PS. She also commented that these communities have few options for participation in FI and the Ministry's JK caps are having a negative impact on their ability to participate.

Trustee Busuttil commented that we, as a Board, are already setting caps, without human resource information, one thing we had said would be a predictor; teacher availability. She concurred with Trustee Cooper, and noted that enrolment caps travel through the grades, but understood that the cap for FI referred to JK entrance only. She stated that she could not support these two motions.

Trustee White moved that:

- 4 Effective September 2018, school level JK French Immersion enrolment caps will be adjusted at the following schools as follows: École Guelph Lake PS – 56; École Harris Mill PS – 28; Victory PS – 28; Palmerston PS – 28.

A recorded vote was requested.

Yeah: Trustees Bailey, Topping, White, Lustgarten Evoy, Fairbairn, and MacNeil

Nay: Trustees Busuttil, Cooper, and Schieck

Absent: Trustee Moziar

The motion carried.

Trustee White moved that:

5. Effective September 2019, school level JK French Immersion enrolment caps will be adjusted at the following schools as follows: École Guelph Lake PS – 58; École Harris Mill PS – 29; Victory PS – 29; Palmerston PS – 29.

A recorded vote was requested.

Yeah: Trustees Bailey, Topping, White, Lustgarten Evoy, Fairbairn, and MacNeil

Nay: Trustees Busuttil, Cooper, and Schieck

Absent: Trustee Moziar

The motion carried.

Business Operations Committee

Trustee MacNeil moved that the minutes of the Business Operations Committee held November 14, 2017 be received and considered.

The motion carried.

Trustee Busuttil requested that item 2 be considered separately.

Trustee MacNeil moved that:

1. Memo PLN: 17-24 “Ministry of Education Review of Pupil Accommodation Review and Community Planning and Partnership Guidelines” be received for information.

The motion carried.

Trustee Busuttil asked for clarification of the timelines for the Trustee workshop where further information would be provided prior to the development of the sub-committee. In response, Manager of Planning Passy advised that Monday, December 4, 2017, at 7:00 p.m. was set for Trustees to convene in a working group to prepare the response. She also noted that staff was willing to accept some comments ahead of time. Some additional direction will be required for the Chair to submit a response on the Board's behalf.

Trustee MacNeil moved that:

2. A sub-committee be created to prepare a submission to the Ministry of Education regarding the review of Pupil Accommodation Review Guideline and Community Planning and Partnership Guideline, and that staff plan a workshop for Trustees to provide for further information prior to the development of the sub-committee.

The motion carried.

Special Education Advisory Committee

Trustee Lustgarten Evoy moved that the minutes of the Special Education Advisory Committee held November 8, 2017 be received and considered.

The motion carried.

French as a Second Language Advisory Committee (FSLAC)

Trustee Fairbairn moved that the minutes of the French as a Second Language Advisory Committee meeting November 13, 2017 be received and considered.

The motion carried.

Policy Management Committee

Trustee MacNeil moved that the minutes of the Policy Management Committee meeting of November 7, 2017 be received and considered.

The motion carried.

Trustee Busuttil requested that items 1 and 2 be considered separately.

Trustee MacNeil moved that:

3. Policy 209 Distribution of Materials in Schools from External Organizations be approved.
4. Policy 110 Distribution of Religious Materials be rescinded.
5. Policy 317 Fees for Learning Materials and Activities be received and released for public consultation.
6. The report "Policy Public Consultation Plan for Policy 317 Fees for Learning Materials and Activities" dated November 7, 2017 be received as amended.
7. The report "Policy Public Consultation Plan for Policy 317 Fees for Learning Materials and Activities" dated November 7, 2017 be approved.

8. P.13 Therapy Dogs in Schools Protocol be received for information.

The motion carried.

Trustee Busuttill questioned the Boards ability to have a reserve bid. In response Manager of Planning Passy advised that it was not specifically in the Policy however other options are suggested and provide flexibility. She also noted that the Board has an obligation to obtain fair market value.

Trustee MacNeil moved that:

1. Policy 311 Disposal of Board Property be approved.

The motion carried.

Trustee Busuttill requested that a change be made to the general section of the procedures manual to address accessibility in a more explicit manner. The wording may read something similar to: When installing or redeveloping play spaces, schools should provide accessible play spaces. Schools should also give consideration to both traditional playground equipment as well as alternative play areas, such as naturalized playscapes, when selecting their investment into the school playground. It was agreed that the procedure manual be amended to reflect this concern.

Trustee MacNeil moved that that the General section of the Procedures Manual 307-A be amended to address accessibility in a more explicit manner and that policy 307 be approved as amended.

The motion carried.

Audit Committee

Trustee Fairbairn moved that the minutes of the Audit Committee held November 8, 2017 be received and considered.

The motion carried.

Financial Statements

Superintendent of Finance Regier introduced Thomas Mennill, Audit Engagement Partner with KPMG. Mr. Mennill advised that it was a clean auditor's report, in accordance with accounting as prescribed by the Ministry of Education. He thanked the finance team for the work done and assistance provided with the audit. He stated that there were no significant control issues in the way in which the records were kept which resulted in a good set of books. Mr. Mennill noted that employee future benefits, life and health trusts will be focused on in the upcoming year. Trustees expressed thanks to staff and KPMG.

Superintendent of Finance Regier presented the Audited Financial Statements of the Board for the year ended August 31, 2017, as well as the Financial Statements of the Board Trust Funds year ended August 31, 2017, in great detail. He expressed thanks and congratulations to staff for their ongoing work with the internal and external audit committee teams. Trustees asked questions of clarification, and expressed thanks for a job well done.

Trustee Fairbairn moved that:

1. The Report: "2016 2017" Audited Financial Statements" dated November 28, 2017, be received.
2. The Audit Findings Report to the Board, as prepared by KPMG, for the year ended August 31, 2017, be received.
3. The 2016 2017 Audited Financial Statements for the Upper Grand District School Board and the 2016 2017 Audited Financial Statements of the Upper Grand District School Board Trust Funds be approved.

The motion carried.

Staff Retirements and Resignations

Executive Officer of Human Resources Rose presented the Staff Retirements and Resignations report dated November 28, 2017.

Trustee Fairbairn moved that the Staff Retirements and Resignations report Appendix A and Appendix B dated November 28, 2017 be received with thanks for the many years of service.

The motion carried.

Elementary Principal/Vice-Principal and Secondary Vice-Principal Eligibility Lists 2017

Director of Education Rogers advised that, in the In Camera section of the Business Operations Meeting held November 14, 2017, the following staff were approved for the elementary Principal/Vice-Principal and Secondary Vice-Principal eligibility lists for 2017.

Elementary Principal Eligibility List: Amy Ewing, Tammy Reiner and Jill Woytko

Elementary Vice-Principal Eligibility List: Jackie Irwin, Kelley Jones, Jill Tutty, and Gerard Walker

Secondary Vice-Principal Eligibility List: Heather Pierce.

Trustees Addresses on the Board Website

Trustee MacNeil suggested that it is not necessary to post home addresses of Trustees on the Board's public website. It was also suggested and agreed that public correspondence may be sent to the Board office, rather than to the home of the Trustees. It was requested that staff remove Trustees home addresses from the Board's website and place a caption on the website which directs correspondence for Trustees to the Board Office at 500 Victoria Road North, Guelph.

Trustee Code of Conduct Policy Review

Trustee Bailey advised that it was time for Trustees to review the Trustee Code of Conduct Policy. He delegated the responsibility for organizing the discussion to Trustee MacNeil, Chair of Policy Management Committee. It was agreed that two workshops would be planned to review the code of conduct and would be held in February, March, or April, and should be ready for PMC in May.

Engagement Session for Independent Review of Assessment and Reporting in Ontario

Trustee Lustgarten Evoy volunteered to attend the Engagement Session in Hamilton on December 5, 2017. Trustees were asked to contact Superintendent Lindsay should they also wish to attend any of the sessions.

Board Correspondence – nil report

Trustee Questions and Reports

Trustee Lustgarten Evoy questioned protocol or practice to place wreaths on a Cenotaph on behalf of the Board for Remembrance Day ceremonies. It was agreed that Superintendent of Finance Regier would research this item to determine what other Boards do, and how expenses are handled.

Trustee Lustgarten Evoy suggested that Trustees attend local council meetings, to raise awareness of school board Trustee profiles.

Trustee White shared her great experience where she attended 4 schools that held government programs for students in grades 5 and 10 designed to help students understand the role of school board senior administration and Trustees. She encouraged all Trustees to do the same.

Trustee White had the opportunity to meet Sarah Gillies, Paralympic Gold Medalist, who spoke to the students at the elementary school she attended, with such inspiration and passion.

Trustee White had the privilege of attending the Orangeville DSS Canadian citizenship ceremony, which she reported was a wonderful inspiring experience.

Trustee White also attended the celebration for Marc Mailhot and Lynda Brown to celebrate her receipt of the Governor General's award.

Trustee MacNeil reported that there were two PIC meetings since the last Board meeting and both were well attended. Two successful events were held in November with Dr. Laura Markham as a guest speaker.

Trustee MacNeil also attended Digital Saturday, and felt it was a fantastic event with over 300 people in attendance.

At the Art Gallery Annual General Meeting, Colinda Clyne was announced as new Trustee for the Art Gallery Board of Trustees.

Trustee MacNeil also noted that she had attended a professional development session for history teachers re Indigenous people.

Trustee Busuttill thanked Communications Officer Loney for the event manual that she put together, to raise awareness in the City of Guelph. She noted that City Council have been invited to bullying events, but Trustees had not. She suggested that awareness has to start with our own system, our own families.

In response to a question raised by Trustee White, Superintendent Lindsay advised that the Orangeville Luncheon was planned for special needs students from the north in addition to the Kiwanis Christmas lunch held at the Italian Canadian Club in Guelph.

Dates of Future Meetings

Trustee Fairbairn moved that the December 2017 schedule for Board and Standing Committee Meetings be approved as follows:

Program Committee	no meeting
Final/Inaugural Board	December 5, 2017
Business Operations	December 12, 2017
Board Meeting	December 19, 2017

The motion carried.

Director Rogers added the following to the Dates of Future Meetings:

Thursday, November 30, 2017 Career Education Council, Board Room 8:30 a.m.

Thursday, November 30, 2017 Terry James Resource Center Open House,
2:00 p.m. – 5:00 p.m.

Trustee Fairbairn moved that the Dates of Future Meetings dated November 28, 2017 be received, with the above noted additions.

The motion carried.

Motion to Rise and Report to the Board

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

The motion carried.

Ratification of Business

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

The motion carried.

Adjournment

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

The motion carried.

This document is available in alternative formats upon request.