

Upper Grand District School Board
Board Meeting, Tuesday, November 27, 2018
Minutes

The regular monthly meeting of the Upper Grand District School Board was held on Tuesday, November 27, 2018, in the Board Room at 500 Victoria Road North, Guelph, starting at 7:20 p.m. All Trustees were present. Student Trustees Caitlin Ennis and Chloe Gear were also in attendance.

Traditional Greeting

Opening Prayer – Trustee Busutil

Trustee Busutil read a prayer from Life Prayers entitled Happiness.

Condolences

Trustee Busutil, Chair, reported that condolences were sent on behalf of the Board to the following: Allison Singh, Psychological Consultant in the Psychological Services department of Student Support and Program Services at the Grant Evans Education Centre on the loss of her mother-in-law; Patsy Collier, Teacher Librarian at Victoria Terrace PS on the loss of her mother; Tom Collier, Teacher at Westwood PS on the loss of his mother-in-law; The family of Clare Schieck, retired Teacher from Norwell DSS, Bruce Schieck, Trustee, on the loss of his brother; Megan Winch, Teacher at J.D. Hogarth PS on the loss of her step-father, Courtney Campbell, Teacher at Salem PS on the loss of her step-father; Theresa Darroch, Vice-Principal at William C. Winegard PS on the loss of her son; Connie Eberhardt, Office Coordinator at Ross R. MacKay PS on the loss of her father, and John Willoughby, Caretaker at Centennial CVI on the loss of his father.

Good News

Guelph CVI and Elora PS

Students and staff from Guelph CVI travelled to Elora PS on October 25th to help clean up the courtyard. Guelph CVI staff members and 18 SHSM Horticulture students worked together to clean up the courtyard by raking and sweeping the area. Students worked to add new sand to the existing sandbox and removed a stump from the garden bed. Aside from cleaning up the courtyard, Guelph CVI students also took measurements of the space for future design projects. Once the work at the courtyard was complete, students had the opportunity to meet with Elora PS staff to discuss ideas and goals for future projects. The Guelph CVI students put in a team effort and really felt like they had inspired the younger students.

Parkinson Centennial PS

Students at Parkinson Centennial PS are helping to divert textile waste from local landfills through a school-wide fundraiser. Throughout the month, the school encouraged people to bring in donations of old clothes and textiles. With more than a week to go until their deadline, they had already collected 2,500 pounds of textiles. In North America, a staggering 85% of textile waste is disposed of in landfills, yet almost 100% of textile waste could be recycled. As part of Parkinson Centennial's project, donated textiles will be sorted. Clothing that can be re-used will be donated to families in need at the school and those items not required will be sent to second-hand stores for re-sale. Textiles beyond use will be sent to proper recycling facilities and the fibers will be used in products such as upholstery and insulation.

Skills Ontario Young Women in Trades

The Skills Ontario Young Women in Trades Career Exploration Event on Nov 22nd saw over 200 female students in grades 9 to 12 participate in a day of activities and mentoring at the Linamar Centre. Jennifer Green, former UGDSB employee (Scheduling Coordinator in Plant Operations), is now the Youth Outreach Officer for Skills Canada and is looking forward to working with the Board's School to Career office to continue the promotion of trades as a destination for students.

Special High Skills Major

The Ministry of Education, Program Implementation Branch, has invited Charles Benyair, SHSM lead for the Board, and two of the SHSM teachers, Heather Cameron and Chris Jess from Centre Wellington DHS, to Toronto to share their success story. This invitation is the result of the very successful Agriculture Tour that included Centre Wellington DHS as the lunch time stop for over 25 educators from around Southern Ontario in late October. On November 20th, Centre Wellington DHS celebrated the grand opening of the school's new SHSM Media Lab. The SHSM Media Lab was designed to be a space for students and staff to make creative content in an innovative space. The lab has hardware and software as well as audio, digital and other equipment needed for production. The goal of the lab is to nurture and enhance the integration between innovative ideas and media technologies. The media lab encourages collaboration between students and allows them to engage with new teaching strategies.

Dog House Project

The doghouse project that the Board has run for several years has expanded to include Guelph CVI in addition to College Heights SS. Over 25 dog houses are under construction and will soon be making their way to participating Indigenous communities.

Canadian Cancer Society

The Board received a letter of thanks from the Canadian Cancer Society earlier this month. John F. Ross CVI and Norwell DSS organized Relay for Life events in 2018 and raised \$67,755.00 in support of the fight against cancer.

Centre Wellington DHS Students Compete in Cybersecurity Competition

(Wellington Advertiser – November 8, 2018)

Students from grades 9 to 12 are taking part in the CyberTitan Competition. It is run by the Canada's Information and Communications Technology Council and is a branch of the international CyberPatriot competition organized by the US Air Force Association. The competition teaches students how to disinfect images, how to find malware, how to find attacks on their computer and how to fix them. The scenarios the students deal with are much more complicated than a simple virus sent via an email photo. According to teacher Tim King, "A lot of the images have military grade attacks on them, so they're dealing with sort of between country attacks, like major international cybersecurity issues". Centre Wellington DHS entered three teams of six students in the competition (Cybears, Cybeavers and Terabytches (all girl team)). They have completed the first round of the completion; the next round is in December and depending on their standing after two rounds, they could advance to the final round in January. All three rounds take place virtually, with students competing from the comfort of their own computer lab. The tasks get more challenging as the competition progresses. The top Canadian teams will advance to the national competition in Fredericton, New Brunswick.

Confirmation of the Agenda

Trustee Fairbairn 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 23, 2018

Trustee Bailey moved, seconded by Trustee Topping, that the minutes of the meeting held October 23, 2018, 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 Fairbairn moved, seconded by Trustee Moziar, 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 Topping 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 Moziar moved that the minutes of the Program Committee held November 6, 2018 be received and considered.

The motion carried.

Trustee Moziar moved that:

1. The verbal update from Student Trustees be received, with thanks.
2. The verbal update on Mental Health be received, with thanks.
3. The verbal report on Summer Learning be received.
4. The verbal report on the International Baccalaureate Program be received.
5. Memo PLN:18-17 entitled "2018/19 Annual French Review Background Report" dated October 2, 2018 be received.
6. No new FI programs be established in 2019/20.
7. The JK FI enrolment caps be increased at École Guelph Lake PS, Victory PS, École Harris Mill PS, and Palmerston PS, for the 2019/20 school year to re-align the school-based JK FI enrolment caps to the FDK class size caps, as follows: École Guelph Lake PS from 56 to 58, Victory PS from 28 to 29, École Harris Mill PS from 28 to 29 and Palmerston PS from 28 to 29.
8. Memo PLN: 18-27 "École Guelph Lake PS Grade 7 and 8 Implementation Plan" dated November 6, 2018 be received.

9. The grades at École Guelph Lake PS continue to progress naturally at École Guelph Lake PS with Grade 7 in 2019/20 and Grade 8 in 2020/21.
10. Staff be directed to purchase and install science and technology equipment at École Guelph Lake PS prior to September 2019.
11. The verbal OPSBA update be received.

The motion carried.

Business Operations Committee

Trustee MacNeil moved that the minutes of the Business Operations Committee held November 13, 2018 be received and considered.

The motion carried.

Trustee MacNeil moved that:

1. The report entitled "Education Development Charge Regulation Change Update and Policy Decisions on Application of Operating Surpluses and Alternative Accommodation Arrangements", dated November 13, 2018, be received.
2. The Upper Grand District School Board has reviewed its operating budget for the year ending August 31, 2019 for savings that could be applied to reduce growth-related net education land costs. Such review has disclosed that there are no surplus operating funds available to acquire school sites. The Board has therefore determined that the amount of the savings which it proposes to apply to growth-related net education land costs is nil.
3. The Board adopt the following statement: "There have not been opportunities for alternative accommodation arrangements which the Board considered appropriate during the term of the current EDC by-laws, and that the Upper Grand District School Board continue to consider proposed opportunities to implement alternative accommodation arrangements as they arise in conjunction with Policy 313 - Alternative Accommodation Options."
4. Memo PLN: 18-26 "2019/20 Development Area School Assignments" dated November 13, 2018 be received.

5. The Development Area School Assignments as outlined in Appendix A to memo PLN: 18-26 "2019/20 Development Area School Assignments" be approved for the 2019/20 school year.
6. The Annual Accessibility Report for 2017-2018 and the Five-Year Accessibility Plan for r2018-2013 be received. Moziar, motion to receive.
7. The report Trustee Honoraria dated November 13, 2018 be received.
8. The report Trustee Expenses dated November 13, 2018 be received.

The motion carried.

Special Education Advisory Committee

Trustee Lustgarten Evoy moved that the minutes of the Special Education Advisory Committee held November 14, 2018 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 (FSLAC) meeting November 12, 2018 be received and considered.

The motion carried.

Policy Management Committee

Trustee MacNeil moved that the minutes of the Policy Management Committee held November 6, 2018 be received and considered.

The motion carried.

Trustee MacNeil moved that:

1. Policy 105 Trustee Honoraria be approved as amended.
2. Policy 104 Access to School Premises be approved.
3. Policy 112 Pregnancy and Parental Leave for Trustees be approved.
4. Policy 503 Safe Schools be approved.
5. Policy 510 Safe Arrival be approved.

6. Policy 514 Appropriate Dress be approved as amended.
7. Policy 509 Health Support Services be approved as amended.
8. Policy 213 Code of Conduct be received.
9. Policy 208 Smoke and Vape-Free Environment be received.
10. Policy 513 Alcohol and Drugs be received.

The motion carried.

Financial Statements

Superintendent Regier presented, in great detail, the Audited Financial Statements for the Board and the 2017 2018 Audited Financial Statements for the Upper Grand District School Board Trust Funds. Mr. Thomas Mennill from KPMG was also in attendance to report on the Audit Findings for the year ending August 31, 2018. He noted that the audit report indicated an unqualified clean report, in accordance with accounting principles. He further noted that the books and records are in good order with no deficiencies identified. Mr. Mennill expressed thanks to staff and to Director of Education Rogers for her support. Trustees asked questions of clarification and expressed thanks for all the work done in the report and the financial stability of the Board.

Trustee Fairbairn moved that:

1. The report 2017 2018 Audited Financial Statements dated November 27, 2018 be received.
2. The Audit Findings Report as prepared by KPMG for the year ended August 31, 2018 be received
3. The 2017 2018 Audited financial statements for the Upper Grand District School Board and the 2017 2018 Audited Financial Statement of the Upper Grand District School Board Trust funds be approved.

The motion carried.

Audit Committee Minutes

Trustee Fairbairn moved that the minutes of the Audit Committee of November 13, 2018 be received and considered.

The motion carried.

Chairs' Committee Report

Trustee Busuttill advised no recommendations came forth from the Chairs' Committee meeting held October 23rd, 2018. She noted that the minutes had not been previously approved by Board and would be presented for approval this evening. At that meeting, a discussion took place regarding technology requirements for incoming Trustees, which would be determined by outgoing Trustees, as per Board policy. Trustees requested a cost analysis for cell phones in order to make an informed decision. This discussion continued at the November 13, 2018 meeting.

Trustee Fairbairn moved that the Minutes of the Chairs' Committee Meeting held October 23, 2018 be received.

The motion carried.

The Chairs' Committee met again on November 13, 2018. Trustees received costs for cell phones and discussed the electronic options available to incoming Trustees. There was some discussion regarding the expectation that Trustees would respond to phone calls in a timely manner if that was their choice of device. It was suggested that incoming Trustees be provided with a computer (lap-top or chrome book), tablet or cell phone to perform their duties of office. Superintendent McDonald advised that, ideally lap tops or chrome books would provide better access and were most versatile, rather than cell phones.

Trustee Busuttill moved that the Minutes of the Chairs' Committee Meeting held November 13, 2018 be received.

The motion carried.

Trustee Busuttill moved that incoming Trustees be provided with a Board-owned computer (lap-top or chrome book), tablet or cell phone to perform their duties of office for their upcoming term.

The motion carried.

Committees

At the November 13, 2018 Chairs' Committee, the terms of reference, membership, and terms of each committee were reviewed, in great detail. A Board and Committee Overview report was compiled to reflect the changes suggested by the Chairs' Committee with the committees organized into standing, statutory, advisory, and ad hoc classifications. The purpose of this review was to align committees with the Board By-laws, current legislation, and whether or not the committees were still required. Trustee Busuttill suggested that Centre 2000 be eliminated as this would transfer to the Property

Committee and concerns would be addressed by staff. It was noted that the Joint committees with Municipalities or other boards, budget liaison committee, student safety patrol committee, and representation on Chambers of Commerce be eliminated. It was also suggested that the Career Education Council (CEC) remain for one year, and in December 2019, the Trustee representation would end. Trustee Code of Conduct was added to deal with Trustee concerns. Some of the terms were changed to allow for greater opportunities for Trustees, and also to recognize that some committees require experience and training and would require longer terms.

Trustee Busuttil moved that Centre 2000 Committee be eliminated and that these discussions fall under the responsibility of the Property Committee.

The motion carried.

Trustee Busuttil moved that the Committee Structure as outlined in the Board and Committee Overview be approved up to item # 22.

The motion carried.

Trustee Busuttil suggested that Trustee representation on the Career Education Council (CEC) be eliminated as there was no political need to have representation on the committee, and staff were already on the committee. Staff representation will continue to be encouraged. A discussion followed and it was decided that Trustee representation would remain until December 2019.

Trustee Busuttil moved that the Board advise the Career Education Council (CEC) that there will not be a political appointment (Trustee) to the CEC Board, effective December, 2019, and that we will continue to encourage staff representation.

The motion carried.

Board Correspondence

Trustee Bailey moved that the Board Correspondence dated November 27, 2018, be received.

The motion carried.

Trustee Questions and Reports

Superintendent Regier reported that the Steinway Grand Piano located at the River Run Centre was located at the River Run Centre on a permanent loan from the Wellington County Board of Education since 1998. He noted that there was no agreement found in our records, and that a new agreement had been drafted. This agreement would be vetted through legal counsel as well as administration at River Run Centre.

Trustee Schieck moved that the Upper Grand DSB enter into a permanent loan agreement with the River Run Centre for the seven-foot Steinway Grand Piano, also known as “The Johnson Piano”.

The motion carried.

Trustee White reported that Westside SS had its 14th annual pinkt day, and raised more than \$20,000.00 for breast cancer, totaling over \$140,000 over the last few years for breast cancer.

The first Dufferin Joint Council meeting was attended by Trustees White and MacNeil where they learned a lot about math.

Digital Saturday was held at Montgomery Village PS and Trustee White reported it was a wonderful event.

Trustee MacNeil advised that she attended PIC last night, and enjoyed a great presentation regarding career pathways from Superintendent Carlo Zen. She noted that there were no longer funds available for the spring event, and that was something they needed to remedy.

The motion carried.

Dates of Future Meetings

Trustee Fairbairn moved that the December 2018 schedule for Board and Standing Committee Meetings be approved as follows:

Final/Inaugural Board	December 4, 2018
Program Committee	No Meeting
Business Operations	December 11, 2018
Board Meeting	December 18, 2018

The motion carried.

Trustee Fairbairn moved that the Dates of Future Meetings dated November 27, 2018 be received.

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 Schieck 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 9:20* p.m.

The motion carried.

This document is available in alternative formats upon request.