

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

March 19, 2019

The Business Operations Committee of Upper Grand District School Board met on Tuesday, March 19, 2019, in the Board Room at 500 Victoria Road North, Guelph, Ontario commencing at 7:00 p.m.

The Chairperson, Trustee MacNeil presided, and the following Trustees were present: Busuttil, Bedi, Campbell, Edwards, Foley, Lustgarten Evoy, Ross, and Topping, along with Student Trustees Caitlin Ennis and Chloe Gear.

Present from the Administration were, Director of Education Rogers, together with Superintendents Lindsay, McDonald, Morrell, Regier, Slater, and Van Ooteghem, Communications Officer Loney, Student Success Lead Zen, Manager of Planning Passy, Senior Planner Imm, and Operations Officer Scinocca.

Approval of Agenda

Trustee Busuttil moved that the agenda be amended to consider an In Camera item at the beginning of the meeting and the agenda be approved as amended.

The motion carried.

Trustee Topping moved that this committee move In Camera.

The motion Carried.

In Camera

Trustee MacNeil moved that this Committee move into public session.

The motion carried.

Public Session

Approval of Minutes

Trustee Lustgarten Evoy moved that the minutes of the meeting of January 15, 2019 be approved as printed.

The motion carried.

Declarations of Conflict of Interest

There were no declarations of conflict of interest.

School Year Calendar 2019 – 20

Superintendent of Education Slater advised that Ontario Regulation 304 requires Boards to prepare a school year calendar for Ministry approval. Holidays are designated by the regulation and the school year must begin on or after September 1 and end on or before June 30. In accordance with both the secondary and elementary teachers' collective agreements, the maximum number of school days is 194 school days, of which 7 may be designated as professional activity days. Three of the professional activity days must be devoted to Provincial education priorities as outlined in PPM 151. Mr. Slater noted that a report must be sent to the Ministry of Education by May 1, 2019, with the details of the school year calendar for 2019-20.

Recommendation # 1

Trustee Busuttil moved that:

1. The report entitled "School Year Calendar 2019-2020" dated March 19, 2019 be received.
2. The proposed school year calendars for the 2019-2020 school year for the

Upper Grand District School Board's elementary and secondary schools, as outlined in Appendix B and C respectively, be approved by the Board for submission to the Ministry of Education for final approval in accordance with Regulation 304.

The motion carried.

Orangeville/Dufferin and Erin International Baccalaureate (IB) Survey

Manager of Planning Passy reported that, on December 13, 2016, staff presented a report on the expansion of the International Baccalaureate (IB) programme, and the following motion was passed: "That staff be directed to investigate establishing an International Baccalaureate Diploma Program in Dufferin County and/or the County of Wellington." As a result, staff would need to conduct a survey of the Orangeville, Dufferin and Erin school communities, to assess the interest in International Baccalaureate programming. This survey will assist with the determination of feasibility of establishing a new IB programme in Orangeville/Dufferin. If approved, this work will be done in advance of undertaking the impact study identified in the 2018/19 LTAP work plan. Trustee Busuttil suggested that staff present the IB survey results in June, rather than May, which was the proposed date. It was noted that no decisions were made at this point, and that staff were requesting approval to conduct a survey and that the survey results would be presented to the Board.

Recommendation # 2

Trustee Busuttil moved that:

1. Memo PLN: 19-03 "Orangeville/Dufferin and Erin International Baccalaureate (IB) Survey and Feasibility Study" dated March 19, 2019 be received.
2. Staff be directed to conduct an IB survey in Orangeville, Dufferin, and Erin.
3. Staff be directed to present the IB survey results, as part of a report on the feasibility of offering an IB programme in Orangeville/Dufferin, to Trustees prior to bringing forward a report on an impact assessment of FI and IB in Orangeville, Dufferin, and Erin, at the June Board Meeting.

The motion carried.

2019 Long Term Accommodation Plan (LTAP) Annual Review Report

Senior Planning Officer Imm advised that the Board's Long-Term Accommodation Plan (LTAP) was completed during the 2017/18 school year. The LTAP is a strategic review of the Upper Grand District School Board's facilities, population projections, and enrolment forecasts. The LTAP is an important step in ensuring alignment of school facilities with the needs of the Board and the communities it serves. On June 26, 2018, Trustees approved several recommendations in memo PLN:18-10 Long Term Accommodation Plan (LTAP) Final Report including: "That an annual review of the LTAP be conducted in accordance with the process outlined in Section 1 of the Long Term Accommodation Plan (LTAP) Final Report." The LTAP (June, 2018) included a schedule of short and long term priorities. The purpose of the LTAP Annual Review Report is for staff to ensure that the work plan priorities and timing outlined in the LTAP remain appropriate. Trustees were presented with an update to the LTAP in accordance with Section 1 of the June 2018 Long Term Accommodation Plan (LTAP) Final Report. As a result of a previous request from Trustees, the focus on FI growth was included in the annual update. Trustees asked questions of clarification regarding school capacities, updates on the Town of Erin growth strategy and commented on potential facility partnerships and expansion of programs.

Recommendation # 3

Trustee Busuttill moved that:

1. Memo PLN: 19-04 "2019 Long Term Accommodation Plan (LTAP) Annual Review Report" dated March 19, 2019 be received.
2. The Board approves, in principle, the updated short-term work plan priorities described in Figure 1 in Appendix A with the understanding that work plan priorities may be changed as a result of future annual and 5-year LTAP review cycles.
3. That the Communication Plan as described in memo PLN: 19-04 "2019 Long Term Accommodation Plan (LTAP) Annual Review Report" be approved.

The motion carried.

2019/20 JK FI On-Time Application Overview

Manager of Planning Passy advised that the on-time window for applications to attend Junior Kindergarten (JK) French Immersion (FI) in 2019/20 was open from January 8, 2019 to January 18, 2019 at 4:00 pm. Where the number of on-time in-area applications to a school offering JK FI does not exceed the JK FI cap imposed, on-time in-area

applicants will be placed directly into JK FI. However, where there are more applicants than spaces available, random selection was required. Trustees were provided with preliminary information on the number of applications received for JK FI for the 2019/20 school year as well as a comparison with previous years' on-time application information. Mrs. Passy advised that the Board identified 644 JK spaces in 16 facilities throughout the district. The report identified the schools where applications exceeded the cap and schools where spaces are currently still available. She elaborated on the placement process and compliance requirements with policy 501 Out of Area.

Recommendations # 4

Trustee Busutil moved that report PLN:19-05 "2019/20 JK FI On-Time Application Overview" be received for information.

The motion carried.

Other Business- nil report

Resignations and Retirements –nil report

Personnel matters –nil report

Adjournment

Trustee Busutil moved that this Committee adjourn at 8:28 p.m. to report to the Board.

The motion carried.

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