

Upper Grand District School Board
Board Meeting, Tuesday, August 27, 2019
Minutes

The regular monthly meeting of the Upper Grand District School Board was held on Tuesday, August 27, 2019, in the Board Room at 500 Victoria Road North, Guelph, starting at 7:30 p.m. All Trustees were present with the exception of Trustee Bailey. Student Trustees Amelia Luff and Nathalie Alaves were also in attendance.

Traditional Greeting

Trustee Busuttil suggested that we put into context the Traditional Greeting, by doing more than reading the greeting at Board meetings and show the support by our actions.

Opening Prayer – Trustee Topping

Trustee Topping shared a reading about perspective and how one perceives themselves and others, and the importance of a positive focus with good thoughts, words and deeds.

Condolences

Trustee Busuttil, Chair, reported that condolences were sent on behalf of the Board to the following: Kathy Gristey, Executive Assistant in the Superintendent's office, on the loss of her mother; the family of Richard Pollard, Teacher at Orangeville DSS; Martha MacNeil, Trustee, on the loss of her father; Marianne Millsap, Vice-Principal at Centennial Hylands ES, on the loss of her father; the family of Robert (Bob) Allan Johnson, former Teacher at J. D. Hogarth PS; and the family of Anne Langford, former elementary Teacher, Vice- Principal, consultant, and retired Principal of Torrance PS.

Good News

Dr. Rogers highlighted the Good News as follows:

Guelph CVI Students in the International Baccalaureate Programme Outperform Worldwide Results

The students enrolled in Guelph CVI's International Baccalaureate Diploma Programme achieved outstanding results in the 2018-2019 school year. Guelph CVI's class average was 35.8, compared to 29.62 worldwide. Additionally, three Guelph CVI students earned 44 points out of a possible 45 points and eight earned 40 points or more. Great work, Guelph CVI!

Over the Summer, Upper Grand DSB Students Built Confidence at Camp Lift Off

The Guelph and Dufferin sessions of Camp Lift Off were a success again this year. Many students continued their learning and made new friends. This all-day camp saw students participate in a program focused on literacy, numeracy, well-being, confidence building and more. Thank you to all the staff and volunteers who helped make Camp Lift Off a success.

Paralympian Patrick Anderson Helped Create a Video for Upper Grand DSB Students about Wheelchair Basketball

This summer, Patrick Anderson, along with Upper Grand DSB teachers Andy Speers, Emma Reay, Jenn Apgar and Dana Machin, created an instructional video for Upper Grand DSB students about Wheelchair Basketball. This year, using the video, students will be able to learn the fundamentals of the sport but also ways to work together. Thank you Patrick and all the staff involved in helping to make this video.

New Student Trustees

Trustee Busuttill welcomed Amelia Luff from Erin DHS and Nathalie Alaves from Centennial CVI to their first Board meeting in their role as student Trustees.

Confirmation of the Agenda

Trustee Topping moved, seconded by Trustee Bedi, 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 June 25, 2019

Trustee Foley moved, seconded by Trustee Ross, that the minutes of the meeting held June 25, 2019, and the minutes of the Committee of the Whole meeting held immediately prior to the Board meeting, be approved as printed.

The motion carried.

Approval of the Minutes of the Board as Budget Committee Meeting held June 25, 2019

Trustee MacNeil moved, seconded by Trustee Topping that the minutes of the Board as Budget Committee meeting held June 25, 2019 be approved as printed.

Trustee Lustgarten Evoy moved that:

1. The Operating Budget for the period September 1, 2019 to August 31, 2020 be approved in the amount of \$402,381,432. as provided for under Section 231 of the Education Act.
2. The proposed Capital Budget in the amount of \$47,998,812 be approved. This Capital Budget includes Debt Repayment, Amortization Expense, New Schools, School Renewal Projects, School Condition Improvement and Temporary Accommodation space.
3. The Board designate \$0 from Non-Classroom Operating Budget for the purpose of acquiring those school sites eligible to be funded through the Education Development Charges By-Law, as there are insufficient funds in Non-Classroom.
4. The Board approves the use of \$3,883,541 from Accumulated Surplus to balance the Operating Budget.
5. The report entitled "2019 2020 Upper Grand DSB In Year Deficit Elimination Plan" dated June 25, 2019, be received.
6. The proposed In Year Deficit Elimination Plan listed in Table A of the report entitled "2019-2020 Upper Grand DSB In Year Deficit Elimination Plan" dated June 25, 2019, be approved.

The motion carried.

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

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

The motion carried.

Policy Management Committee

Trustee MacNeil moved that the minutes of the Policy Management Committee held August 19, 2019 be received and considered.

The motion carried.

Trustee MacNeil moved that:

1. Policy 213 Code of Conduct be approved as amended.
2. Policy 213 Code of Conduct come back to the Policy Management Committee for discussion in order to meet the consultation requirements of the Ministry of Education's Policy Program Memorandum 128.

The motion carried.

Annual Capital/Renewal Projects Update

Operations Officer, Facility Services Scinocca provided an overview of the capital/renewal projects completed over the summer. Capital projects were completed at Parkinson Centennial PS, Spencer Ave PS, and a number of child care centres. Renewal work included general renovations, learning commons upgrades, mechanical and electrical, asphalt, roofing replacements, and energy projects. He reported that there were no occupancy issues this year. Trustees expressed thanks for the report.

Trustee Bedi moved that the Annual Capital/Renewal Project verbal report be received.

The motion carried.

Director's Objectives for 2019-2020

Director of Education Rogers advised that the performance appraisal cycle, as outlined in her employment contract and Board Policy, outlines a number of tasks that are to be completed each year. One of the tasks is to ensure that performance appraisals are completed on the senior administration each year using the process outlined for the senior administration group. This process culminates in a report which was shared with Trustees earlier this evening. Additionally, the Director's objectives for the next year are to be presented in August. Most importantly, the overall objective which is a Ministry expectation is to ensure that as a staff, we develop and implement an Annual Operational Plan that is consistent with the Strategic Directions in the Board's Strategic Plan. As the Team Leader, the Director's Performance Appraisal is tied to whether the Operational Plan was successfully implemented, which is outlined in Section A of the report.

The 2019-2020 Operational Plan reflects input from the senior staff, the Board's decisions, and priorities for other members of the educational community. The Plan is consistent with the Board's Guiding Principles for the budget. With the current, highly centralized Provincial governance model, it is difficult to do a Board Operational Plan without the Ministry's priorities being our priorities, even though the Ministry's priorities are not entirely clear to us at this point, which makes it challenging. The 2019-2020 Operational Plan will be funded by the approved 2019-2020 Budget, but the Plan may need to change if funding changes or components are cancelled. The Action Plans and Action Steps for 2019-2020 have not been altered since the senior team, finalized them in June.

In terms of the content of the Action Steps – similarly to last year, they are divided into the Board's four goals to Achieve Excellence, Promote Well-Being, Ensure Equity of Access and Opportunity, and Enhance Public Confidence. The Action Steps are grouped under the Action Plan categories developed when the goals were developed.

There are 3 Action Plans to support the First goal to Achieve Excellence. Several of the Action Steps to be undertaken to support Action Plan 1 (Board Improvement Planning), are required by Ministry direction and include the Board Improvement Plan for Student Achievement, the District Support Process, the Board's Renewed Math Strategy and the Special Education Plan and Report. The research and data sharing initiative supports the work on these plans. The French Action Plan and 5 Year Cycle of Support are local initiatives.

The Action Steps supporting Action Plan 2 (prioritizing initiatives and resources) include initiatives where we will be focusing on human and financial resources. In addition to implementing the Ontario Early Years and Child Care Strategy, there are Action Steps to continue the implementation of the Learning Choices Policy which may need to be revisited due to the Secondary funding cuts, the Environmental Sustainability Action Plan, and to implement IT initiatives sustainably. The recruitment of teachers, especially French speaking teachers continues to be a big priority. Recruitment will need to be specific to our needs as we will be reducing 150 teachers in the secondary panel in the next 3 years.

Action Plan 3 is about supporting and developing staff. Action Steps include the Board Leadership and Development Strategy and Programs, opportunities for job related training and in service and professional learning opportunities for staff. We are focusing on succession planning for anticipated future leadership needs in our Board. This whole area will be a challenge as all of the Board Leadership Development Strategy funding has been eliminated. Programs for teachers will include NTIP, which is a requirement as well as an inservice on Ministry initiatives, as appropriate, and funded. This step (3.3) is general enough that we can change direction as Ministry direction and

curriculum expectations become clearer. There is also a step that includes monitoring the processes for hiring teachers to ensure Regulatory and Collective Agreement compliance. This whole area is uncertain at the moment as Collective Agreements have not been negotiated and Regulations have not been written.

Action Plans 4 and 5 relate to the second goal which is to Promote Well-Being. They include Action Steps to promote the well-being of students and staff, the former through the provision of Mental Health programs, as well as the promotion of Healthy Schools, Safe and Accepting Schools, and equity and inclusive education initiatives. The well-being of staff is promoted through wellness workshops, the wellness and Attendance Support Programs, the multi-year Health and Safety Plan implementation as well as initiatives related to making jobs more manageable through workplace efficiencies and improved communication systems.

The third goal is to Ensure Equity of Access and Opportunity. Action Plan 6 includes a variety of programs and services for students with varying learning needs and interests. Examples are students with specific education needs (e.g., Special Needs and ESL), students at risk and all others who benefit from student success and re-engagement programs. There are programs for international students, IB students, adult learners and career, life planning and transition programs for all students. Director of Education Rogers advised that we will continue to improve the provision of equitable access to technology for students, through the Broadband Modernization project. We will also continue the implementation of the FNMI Framework which will benefit both FNMI and other students. We will expand child care opportunities, as well as other early years programs to the extent that we can, depending on capital funding, our Community partners, and the ability of other third party operators to expand programs.

The fourth goal is to Enhance Public Confidence.

Action Plan 7 (Ensuring Accountability and Transparency) includes a number of business operations related initiatives. Our reports such as the Energy Conservation and Demand Management Plan which was presented in June 2019, are available publicly. We continue to focus on school-based energy initiatives and doing internal staff audits of the energy use in our schools. It is our goal to decrease our energy usage for both environmental and budgeting reasons. The plans for renovations and renewal of our facilities are continuing. Efficient use of capital, renewal, and facility improvement dollars increases the number of improvements that we can make in our students' learning environments. Improving workplace efficiency just makes good business sense. We will move forward with the design of the new Guelph high school now that the Architect has been selected. Of course all Financial Reports, Audits, Budget Estimates and Revised Estimates will be completed and will be available publicly. We will need to develop a plan to reduce our expenditures by \$3.88 million,

which will be challenging. The review, revisions and development of policies are ongoing. The multi-year Accessibility Plan is a legislated requirement.

In Action Plan 8 (Engaging the Community) there are a number of opportunities for community members to provide input next year. The most public of these will be the Annual French Review Process as well as the implementation of the 2019-2020 Work Plan identified in the Long Term Accommodation Plan. There is parental representation on the FSLAC who review all of the French related initiatives referenced earlier and continuing parental involvement through SEAC and PIC. There is stakeholder involvement in the FNMI Advisory Committee, the SEISSC (Safe Equitable Inclusive Schools Committee), in our work with community agencies and in our collaborative agreements and partnerships. The latter will depend on Ministry priorities and funding, much of which was affected in 2018-2019 by funding cuts to the agencies last spring. We will continue to promote public awareness of student and staff achievements through the Director's Annual Report, media releases, and Board and school websites and through social media. Staff are continuing to develop and implement our communications strategies to promote the success of our programs.

Director of Education Rogers noted that the Operational Plan continues to be very ambitious as we set our sights and our standards high. We do not know the extent to which we will be constrained either by reductions in enrolment leading to revenue loss or by GSN and PPF constraints for 2019-2020 and beyond, as the Provincial government implements its plan to eliminate the Provincial deficit.

Section B of the Director of Education's Objectives relates to more general leadership/management activities. The Director is the leader who ensures that the system thrives. In order to do so, a great deal of time is spent in schools and at school community events. She lives by the adage that people don't care how much you know until they know how much you care and she tries to show the students, staff and parents that our system cares. This is done by being there to lead, learn and inspire but also to listen and support them. She pays very close attention to what is going on with teaching and learning in our system, and also keeps on top of the business functions of bargaining, budgets and bricks. She noted that when the Operating and Capital Budgets are totaled, this is a \$450 million a year corporation.

Director of Education Rogers chairs or co-chairs a number of groups, and is actively involved in a number of committees both within the Board and locally. Provincially, she works with CODE, PCODE, OPSBA, and the Ministry. She is involved in Provincial Committees both as a PCODE member and as a result of being a member of the OPSBA Labour Relations Council. Looming ahead is the whole area of collective bargaining, where she has been on OPSBA teams since the 2008 contracts were bargained, and is currently on the team negotiating centrally with the Provincial OSSTF

teachers. Her national involvement with the Education Research and Development Institute also is continuing in 2019–2020, as are her local community commitments.

It is very important to her that the Senior Administration feels supported and guided. She monitors their workload and supervises their work and through them, the work of their managers as appropriate. She ensures that everyone stays focused on student achievement and on continuing to find new strategies to improve student learning, even as we adapt to a new fiscal reality and changing priorities Provincially and await the Federal elections in the fall.

Director of Education Rogers is inspirational and a role model, and develops plans collectively and achieves objectives year over year. On behalf of the Board, Trustee Busuttill expressed thanks for continued focus and for all the amazing accomplishments.

Trustees expressed thanks for all the Director's hard work and dedication and for a very thorough report.

Trustee Campbell moved that:

1. The report entitled Director's Objectives for 2019-2020 dated August 27, 2019 be received.
2. That the objectives outlined in Appendix A of the report entitled Director's Objectives for 2019-2020 be approved.

The motion carried.

Objectives and Achievements of Senior Administration

Trustee Busuttill advised that earlier in the evening, Trustees received a report on the Objectives and Achievements of Senior Administration. On behalf of the Board, she expressed thanks to the Senior Administration Team for their continued focus and all of the many accomplishments. Care and compassionate attitudes are expressed to everyone in the education community, which makes our Board very special.

Board Correspondence

Trustee Lustgarten Evoy moved that:

1. The Board Correspondence dated August 27, 2019 be received.
2. The Board renew the OPSBA membership for 2019-2020 in the amount of \$79,950.89.

The motion carried.

Trustee Questions and Reports

Trustee MacNeil reported that she attended the Learning Fair this year and expressed thanks to Superintendent Brent McDonald as well as the team who organized the wonderful event.

Dates of Future Meetings

Trustee Bedi moved that the September 2019 schedule for Board and Standing Committee Meetings be approved as follows:

Program Committee	No Meeting
Business Operations	September, 10, 2019
Board Meeting	September, 24, 2019

The motion carried.

Trustee Busuttil added the following to the Dates of Future Meetings:
Chairs Committee Meeting,
Monday, September 23, 2019, Board Room, 5:00 p.m.

Trustee Topping moved that the Dates of Future Meetings dated August 27, 2019 be received, with the above noted additions.

The motion carried.

Motion to Rise and Report to the Board

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

The motion carried.

Ratification of Business

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

The motion carried.

Adjournment

Trustee MacNeil moved, seconded by Trustee Bedi 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.