

Upper Grand District School Board
Board Meeting, Tuesday, April 28, 2020
Minutes

The regular monthly meeting of the Upper Grand District School Board was held virtually on Tuesday, April 28, 2020, starting at 7:18 p.m. All Trustees were present with the exception of Trustee Bedi. Student Trustees Amelia Luff and Nathalie Alaves were also in attendance.

Trustee MacNeil advised that the meeting was being recorded, and reviewed the virtual meeting protocol.

Traditional Greeting – Trustee Busuttil

Land acknowledgements are an opportunity to reflect and consider our individual and collective roles in building relationships with First Nations, Inuit and Métis peoples, and our responsibilities to the land. Trustee Busuttil provided a brief context and then delivered a Land Acknowledgement on behalf of the Upper Grand DSB.

In exploring Land Acknowledgements she found that we are in the “Dish With One Spoon Territory”. The Dish With One Spoon is a treaty between the Anishinaabe and Haudenosaunee that bound them to share the territory and to protect the land. The Dish With One spoon speaks to our collective responsibility to steward and sustain the land and environment in which we live and work, so that all peoples, present and future, may benefit from the abundance it provides. That was her reflection which was followed by the following Land Acknowledgement. We acknowledge that the Upper Grand DSB resides in the Dish With One Spoon Territory, the ancestral and treaty lands of many indigenous peoples from across Turtle Island. We acknowledge and honour the Mississaugas of the Credit First Nation, and work to strengthen our understanding and relationships with our Anishinaabe, Haudenosaune, and Métis neighbours.

Opening Prayer

On behalf of the Board of Trustees, Trustee Topping offered hope and compassion to everyone across the world struggling with the current COVID 19 pandemic. To our neighbours to the East in Nova Scotia who were affected by the mass shootings and fires, she offered thoughts and prayers for their losses in the past two weeks. Sincere sympathy was expressed to Trustee Gail Campbell on the loss of her husband, Clark.

Trustee Topping read a prayer by Chief Dan George with a message of hope, understanding, and strength through these difficult times.

Condolences

Trustee MacNeil, Chair, reported that condolences were sent on behalf of the Board to the following: Andy Hill, retired Elementary Principal, on the loss of his father; Cathy Page-Hill, Executive Assistant to Superintendent of Education Zen on the loss of her father-in-law; the family of Ron Trimble, former Principal with the Upper Grand DSB; Wanita Warren, Head Caretaker at Willow Road PS, on the loss of her mother; Sheila Parker, former employee in the Finance Department, on the loss of her mother; the family of Joan Rebhan, former office coordinator at Erin DHS, and Trustee Gail Campbell, on the loss of her husband.

Good News

Director of Education Rogers highlighted the Good News as follows:

Upper Grand DSB Provided Gloves and Masks to Support Local Health Care Needs

The Board has contributed to the effort to get much needed medical supplies and personal protective equipment to health agencies in the community. At the end of March, staff from the Operations Department collected extra supplies from Board sites and compiled an inventory of the items. The Board contributed more than 100,000 gloves as well as many N95 masks to agencies in urgent need. Great work!

Board Staff Have Been Making and Donating 3D Printed Face Shields

Over the past several weeks, many Board staff members have been printing components needed to make face shields with the use of 3D printers. These parts are then being put together with a clear shield to make personal protective equipment for local agencies. So far, staff have donated more than 3,000 3D printed face shields since the start of this initiative. Thank you to the SHSM staff and all other staff members who have taken the time to make and deliver these shields. We are proud of you.

Westside SS Teacher Helped a Family in Need Over Easter

Prior to the Easter weekend, Nicole Leclair, a co-op and hospitality teacher at Westside SS heard of a family who was new to the school, who needed help getting food. Leclair reached out to this family and made the 40-minute drive from her home to Orangeville where she purchased food and essential items and delivered them safely to this family. Great job Nicole.

School Breakfast Programs Donated to Food Bank

The breakfast clubs at Glenbrook ES, Hyland Heights ES, Centennial Hylands ES, Primrose ES and Centre Dufferin DHS have donated their breakfast money to the Shepherd's Cupboard Food Bank, which supports children in Dufferin County. It is nice to see everyone supporting the community during this time.

Centre Wellington DHS Worked Together to Help Those in Need

Staff at Centre Wellington DHS have worked together to help support the community during this time of need. Staff collected donations to benefit the local community. Donations resulted in \$1,000 for the Centre Wellington Food Bank, a \$190 donation to Groves Memorial Community Hospital for the purchase of personal protective equipment and a \$2,240 donation of gift cards for local businesses to be distributed to the staff and families at Groves Hospital. Great job Centre Wellington staff!

The Guelph CVI Community Helped Support Local Organizations

Staff and students at Guelph CVI recently donated \$3,000 to help support local organizations in our region. The GAELS Foundation, a staff sponsored entity created to serve the school and local community, donated \$500 each to the Guelph Food Bank, Canadian Mental Health Association Waterloo-Wellington and the Children's Foundation. Great job.

A student group decided to donate the proceeds from a fundraiser they held earlier this school year. This student group was able to donate \$500 each to Wyndham House, CMHA Waterloo-Wellington and Lakeside Hope House. Great job to everyone involved at Guelph CVI!

Orangeville Schools Bring Cheer to Students During Distance Learning

Staff and members of the school council at Island Lake PS and Spencer Avenue PS held "car parades" through their school communities on April 24. The schools developed a plan that adhered to the safety protocols issued by Public Health and the province, and plotted out their routes. Staff drove one-by-one in their cars through various neighbourhoods, waving from their cars to students and families in their homes, on their porches or lawns. The parade brought the community together and let students know how much staff miss them.

President of EA, ECE Donation

Cheryl Lampton, President of EA, ECE donated \$1000 to Hungry Heroes. Thanks very much Cheryl.

Special Thanks

1. Trustee Lustgarten Evoy, a Trustee with a serious lung disease, expressed sincere thanks and appreciation for the shields made by our staff that were gifted to her. This was a life-saving present for her.
2. Director of Education Rogers expressed thanks to the President of the Secondary Occasional Teachers Union Mary Gardiner for making masks for the

Director, and also for delivering them to her home. Appreciation was expressed for Mary's kindness and thoughtfulness.

Confirmation of the Agenda

Trustee Bailey moved, seconded by Trustee Foley 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 April 14, 2020

Trustee Busuttill requested an amendment to the minutes, on page 3, under Motion to Rise and Sit in Committee of the Whole, "Chairperson" should be replaced with "Vice-Chairperson."

Trustee Foley moved, seconded by Trustee Lustgarten Evoy, that the minutes of the Special Board meeting held April 14, 2020, and the minutes of the Committee of the Whole meeting held immediately prior to the Board meeting, be approved as amended.

The motion carried.

Point of Privilege

Trustee Lustgarten Evoy requested a point of privilege. Due to technical difficulties, at this time in the meeting, Trustee Lustgarten Evoy was unable to hear the proceedings. She requested an amendment to the minutes held April 14, 2020. Trustee Busuttill advised that as the minutes were already approved, Trustee Lustgarten Evoy could ask for a "Point of Privilege" and her comments could be reflected in the minutes of this meeting, April 28, 2020. Trustee Lustgarten Evoy requested that, in reference to page 2 of the minutes of April 14, 2020, under Confirmation of the Agenda, that it be noted that, in the agenda planning process, Trustee Lustgarten Evoy was not in favour of cancelling meetings. It was agreed that this was not an amendment but would be noted here.

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

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

The motion carried.

Preliminary Elementary Teacher Staffing for the 2020-21 School Year

Manager of Elementary Staffing and Recruitment Crandall presented the preliminary elementary teacher staffing for the 2020 2021 school year. For September 2020, the projected Full Time Equivalent (FTE) is a total of 23,963 students. This projected enrolment number is used to determine classroom staffing. The elementary teacher complement assumes an average class size in the junior/intermediate divisions of 24.5:1. The primary division allows for 90% of the classes to be capped at 20 students and 10% of the classes to be capped at 23 pupils. The grade 3/4 split classes have a hard cap of 23 students. Full Day Kindergarten classes will be staffed with an average of 26, and a cap of 29. In elementary French Immersion, the projected enrolment is 5,171 FTE students. There are 597 students projected to be in self-contained classes which include Gifted, DD, MID, and LD. The gifted and DD classes have increased by one class each for this year. The Special Education Resource Teacher allocation remains unchanged at 8.6 FTE. In addition, there are 3 elementary teachers in the Care and Treatment school programs. Special Education teacher allocation remains unchanged. The projected number of Full Time Equivalent (FTE) elementary teachers is detailed in the chart below with a projected total of 1388.6 FTE for the upcoming school year.

Area	Number of Staff
Classroom	1020
Library	36.0
Special Education Resource	89.6
Self-Contained (includes Gifted of 9.0)	19.0
Developmental	21.0
Planning	133.6
Core French	67.7
Additional Teacher Librarians (GSN)	1.7
Total	1388.6

Trustees asked questions of clarification and expressed thanks for the report. It was noted that Principals provided their projections in February, prior to the COVID 19 outbreak, and based them on current enrolments and other factors. In response to Trustee questions, it was agreed that a report would be brought forward in conjunction with the budget process, to provide clarification about central staff.

Trustee Bailey moved, seconded by Trustee Ross that:

1. The report Preliminary Elementary Teacher Staffing for 2020-2021 School Year dated April 14, 2020 be received.
2. Based on the projected Elementary FTE of 23,963 and system needs, a preliminary allocation of Elementary teaching staff for the 2020-2021 school year be set at 1388.6 FTE teachers.

The motion carried.

Preliminary Secondary Teacher Staffing for the 2020-21 School Year

On behalf of the Human Resources Department, Manager of Secondary Staffing and Recruitment Prendergast presented the Preliminary Secondary Teacher Staffing for the 2020 2021 School Year. She noted that a lot has happened since February and students may have different pathways come fall or spring. Secondary Principals, with the assistance of school teams base projections on historical data, student course choices, and other factors related to projection. The average daily enrolment (ADE) projection for the 2020 2021 school year is 11,087 FTE students. This is 293 FTE students more than the 2019 2020 school year, including international students. Secondary staffing includes staff for classrooms. guidance, library, special education resource, continuing education, school within a factory (SWAF), specialist high skills major (SHSM), youth options, Indigenous studies, section 23, international sections, IB support and dual credit. The total number of secondary teachers required is 727.67 for the 2020 2021 school year. Trustees asked questions of clarification and expressed thanks for the detailed report. A concern was raised about the inclusion of international students in the projections, considering the possible inability of these students to attend due to the current travel, public health, and COVID 19 restrictions. Although there are restrictions in place now, Ms. Prendergast advised that although the future is unknown, we need to plan to provide learning for all students.

Trustee Ross moved, seconded by Trustee Lustgarten Evoy, that:

1. The report Preliminary Secondary School Teacher Staffing for 2020-2021 School Year dated April 14, 2020 be received.
2. Based on system needs and the projected Secondary ADE of 10,791 (includes international students), a preliminary allocation of Secondary Teaching staff for the 2020-2021 school year be set at 727.67 FTE teachers.

The motion carried.

Staff Retirements and Resignations

Executive Officer of Human Resources Rose presented the Staff Retirements and Resignations report dated April 28, 2020. She noted that the report needed to be amended to include the retirement of Principal of John F. Ross CVI Beth Burns, effective June 30, 2020. Ms. Rose advised that a revised report would be provided to Anne Scott for record keeping.

Trustee Bailey moved, seconded by Trustee Topping, that the revised Staff Retirements and Resignations report Appendix A and Appendix B dated April 28, 2020 be received.

The motion carried.

Board Correspondence – nil report

Trustee Questions and Reports

Trustee Busuttil suggested that, for future virtual meetings, that the motions be put on the screen, instead of reading aloud.

Trustee Busuttil expressed thanks to Superintendent of Program Lindsay and her team for all the work done on the website.

Trustee Busuttil expressed thanks to Communications Officer Loney for the process for delegations for virtual meetings and requested that a copy reside in the Trustee portal.

Trustee Busuttil also thanked Superintendent of Finance Regier for sending an email explaining the expenses process and requested that it be placed on the Trustee portal as well.

Trustee Bailey noted that he was encouraged to read that the school closure date was moved to the end of May. However, he felt it would have been better from a point of stability to have closed schools to June, the end of the school year. He felt that communities could have much more realistic expectations around the longevity of the current sheltering situation and social distance situation. If the schools were closed until the end of June, it would provide staff with a better sense of the commitment required for distance learning. He asked if Trustees would be open to a letter being written to the Minister of Education expressing gratitude that schools are closed until at least the end of May and that, for purposes of guidance, stability, and planning for our system and communities, that schools be closed until the end of June. This would provide firm direction and planning to enable staff to make necessary commitments. He stated that there is certainly a question on how much work should be going into distance education if students go back to the classroom in June.

Trustee Busuttil asked for Point of Order and asked that the motion be read.

Trustee Bailey moved that the Chair of the Board be directed to write a letter to the Minister of Education and other organizations deemed appropriate to express gratitude that schools will be physically closed until the end of May and include a recommendation made by our Board to close the schools until the end of June, the school year.

A lengthy discussion ensued. Comments or concerns included respect for the process of the Provincial Government, legislative requirements, instability for communities, disruption for students, day care challenges, students feeling that school would be over if schools were physically closed until the end of June, advice of Medical Officer of Health, intent of letter sent with gratitude and with respect for the process, ability for parents and community to plan for the upcoming months, and possible extension of school year into the summer months.

Trustee Busuttil requested a recorded vote.

Yea: Trustees Bailey, Campbell, Edwards, Foley, MacNeil, and Ross

Nay: Trustees Busuttil, Lustgarten Evoy, and Topping

Absent: Trustee Bedi

The motion carried.

Trustee Foley noted that today was the National Day of Mourning and every year on April 28th, we pay respect to thousands of workers who have been killed, or suffered illness as a result of work related incidents. We also honour the many families and friends who have been deeply affected by these tragedies. Every worker has the right to return home safe and sound at the end of each day. By working together with employers, workers, and health and safety partners, we can prevent worker injuries and deaths. He expressed thanks to the bargaining units for including safety criteria in collective agreements, and to everyone who participates in health and safety in the Upper Grand DSB.

Trustee Foley advised that, earlier today, he participated in the National Day of Mourning event put on by the Guelph and District Labour Council, where he represented the Upper Grand DSB. He expressed thanks to all the education workers who ensure the health and safety of our students.

Director of Education Rogers advised that the flags were flying at half-mast today, in recognition of the Day of Mourning.

Dates of Future Meetings

Trustee Edwards moved that the May 2020 schedule for Board and Standing Committee Meetings be approved as follows:

Board Meeting, April 28, 2020

Program Committee	Meeting Cancelled
Business Operations	May 12, 2020
Board Meeting	May 26, 2020

The motion carried.

Director of Education Rogers noted that the Board Retirement Party scheduled for Thursday, June 11, 2020 has been postponed to a later date, yet to be determined.

Director of Education Rogers noted that all members of the Board and senior administration who are responsible for meetings need to either cancel their meetings and notify all members, or hold the meeting, and advise everyone accordingly.

Trustee MacNeil advised that the Policy Management Committee scheduled for May 5th was cancelled.

Student Trustee Alaves advised that the Student Senate meeting was moved from May 19th, to May 26th at 4:00 – 6:00 p.m.

Trustee Edwards moved that the Dates of Future Meetings dated April 28, 2020 be received, with the above noted revisions.

The motion carried.

Motion to Rise and Report to the Board

Trustee Bailey moved, seconded by Trustee Lustgarten Evoy 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 Ross moved, seconded by Trustee Bailey that the Board adjourn and this meeting now close at 9:12 p.m.

The motion carried.

This document is available in alternative formats upon request.