

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

May 10, 2022

The Business Operations Committee of Upper Grand District School Board met on Tuesday, May 10, 2022, virtually and in the Board Room at 500 Victoria Road North, Guelph, Ontario commencing at 7:00 p.m.

The Chairperson, Trustee MacNeil presided, and Trustees Bailey, Busuttill, Campbell, Edwards, Foley, Lustgarten Evoy, and Topping were present. Student Trustees Emilie Hill and Vikasni Kuganesan were also in attendance.

Present from the Administration were Director of Education Sovran, , Executive Superintendent of Business Operations and Support Services Regier, Executive Superintendent McDonald, together with Superintendents Donaldson, Heaslip, Hamilton, McCutcheon, Taha, and Zen, Communications Officer Loney, Executive Officer of Human Resources Pyke, Manager of Planning Angrish, and Senior Planner Imm.

Approval of Agenda

Trustee Lustgarten Evoy moved that the agenda be approved as printed.

The motion carried.

Declarations of Conflict of Interest

There were no declarations of conflict of interest.

The motion carried.

Approval of Minutes

Trustee Topping moved that the minutes of the Business Operations Committee meeting held April 12, 2022 be approved as printed.

The motion carried.

2022 Long Term Accommodation Plan (LTAP) Annual Review Report

Manager of Planning Angrish presented an update to the LTAP in accordance with Section 1 of the June 2018 Long Term Accommodation Plan (LTAP) Final Report. The 2018 LTAP Final Report included a schedule of short and long-term priorities and the

purpose of the LTAP Annual Review Report is to ensure that the short-term work plan priorities and timing outlined in the LTAP remain appropriate.

The LTAP is a comprehensive planning document that outlines the strategic review of the Board's facilities, population projections, and enrolment forecasts and is an important step in ensuring alignment of school facilities with the needs of the Board and the communities it serves. The 2021 LTAP Annual Review Report provided information related to updated priorities to the 5 Year Work Plan, updated enrolment projections, school utilization, potential facility partnership space, French Immersion (FI) trends, and Childcare and Before and After School Programs (BASP's). It was noted that, some of the work plan priorities identified in the 2018 LTAP report needed to be shifted due to delays in the release of various Ministry of Education guidelines.

In the creation of the LTAP 5 year Comprehensive Review, which is scheduled for 2022/23, a number of workplan priorities will need further consideration including: Clair-Maltby Elementary School Capital Priorities Request, IB Feasibility Studies for Dufferin County, Erin and Wellington County, Dufferin Secondary FI Study, Centre Wellington Elementary Boundary Review, and south Guelph Regular Track Boundary Review.

The current 2022 Annual Review Report is the last annual review of the 2018 LTAP Final Report, and during the 2022-23 school year, Upper Grand DSB will conduct a new comprehensive Long Term Accommodation Plan.

The 2022 LTAP Annual Review Report will be communicated to school communities, stakeholders, and the board's advisory committees. Following receipt of the LTAP Annual Review Report, the report will be posted on the Board's website.

Trustee Busuttil raised a question regarding the 2018-19 Secondary Program Review, and noted she believes that more work is needed. Trustee Busuttil looked for confirmation whether this additional work has now been folded into the MYP planning process and asked when the Trustees will receive a secondary review document that they can use to move forward. Director of Education Sovran informed that the MYP process will set the board priorities. The work can then begin against those priorities, including secondary programming and all programming right across the system. That would then lead to a more fulsome secondary program review, which aligns with the comprehensive LTAP in 2022/23.

Trustee Busuttil asked when the boundary review will start for the new south Guelph school and if there is any information that can be shared with the public. Director Sovran shared the appropriate sequence would be that the MYP would set the strategic priorities, then the program reviews, and then it would be appropriate to have a

boundary review process at that time. The exact date would be dependent upon those processes, and the Board as well as the public would be informed as each step is completed. Executive Superintendent Regier also provided an update on the ongoing work with the City of Guelph regarding the zoning application.

Trustee Busuttill asked for some clarification on what role the Municipal government has regarding the planning processes. Manager of Planning Angrish provided information on how Upper Grand DSB incorporates updated information from the Municipalities about growth plans, and how that gets fed into the analysis for the LTAP.

Trustee Busuttill has urged that the board continue to include Adult Education, ESL, and Continuing Education in the LTAP as part of the continuum of the community spaces for learning.

Trustee Lustgarten Evoy hopes that there will be discussions that will include finding ways to address accommodation pressures and utilize available spaces. She is also looking forward to seeing further in depth information around French Immersion.

Trustee Edwards mentioned the motion regarding the IB Feasibility Study for Dufferin County, Erin and Wellington County, and clarified she also asked for Rockwood to be included in that motion. She also advocated for Childcare and Before and After School Programs at three schools in her district that currently do not offer these services and stressed its importance.

Recommendation # 1

Trustee Bailey moved that:

1. Memo PLN: 22-13 “2022 Long Term Accommodation Plan (LTAP) Annual Review Report” dated May 10, 2022 be received.
2. The Communication Plan as described in memo PLN: 22-13 “2022 Long Term Accommodation Plan (LTAP) Annual Review Report” be approved.

The motion carried.

Trustee Climate Emergency Committee (TCEC)

Trustees Edwards shared highlights from the TCEC meeting held on April 19th. The Committee discussed potential policy resolutions to submit to OPSBA for the AGM. A possible initiative for the fall is getting a sheltered bike rack for the board office which

may encourage the idea to spread to all the schools. If there are designated places to store bikes at schools, people could choose to ride their bikes to work instead. Trustee Edwards and Bailey proposed using potential available room in the trustee budget to put toward this initiative. In environmental news she shared WWF has great resources for schools, great teaching resources from the Canadian Wildlife Federation, a possible Ecology Flag which symbolizes a commitment to clean environment being flown in the future at Upper Grand DSB, a news release about Ontario launching its first ever low carbon hydrogen strategy, and Bill 216 the Food Literacy for Students Act. In school news she shared Erin DHS ran a thrift store by recycling clothing, and Fred A. Hamilton PS received a grant from WWF for their school garden. The monthly challenge to the Trustees was to grow something to eat. Several videos were shared about school gardens and the many positive ways it can affect students.

Recommendation # 2

Trustee Bailey moved that the minutes of the Trustee Climate Emergency Committee (TCEC) held April 19, 2022 be received and considered.

The motion carried.

2022/2023 Budget Update

Executive Superintendent of Business Operations and Support Services Regier provided an update on the budget process and timelines, including the Multi-Year Plan (MYP) and how that would influence the Budget Guiding Principles. The Guiding Principles have been reviewed each year and have been in place for several years with some adjustments. The MYP will set the board's priorities for the next four years, and then the Budget Guiding Principles can be reviewed with the MYP in mind. Mr. Regier highlighted key items on the budget process that have been worked on from January of this year and has continued through to May. The Ministry deadline for submitting 2022/2023 Budget (Estimates) is June 30th, 2022. Board staff will present the Draft 2022/2023 Budget to the Board as Budget Committee on Monday, June 6th. Questions of clarification were discussed, and Trustees expressed thanks for the report.

Recommendation # 3

Trustee Lustgarten Evoy moved that the verbal 2022/23 Budget Update be received.

The motion carried.

OPSBA Update

Trustee MacNeil advised that she sent Trustees the summary from the last Board of Director's meeting. She also reminded Trustees that the AGM is coming up in Ottawa on June 9th-11th, and there will be a Central West Regional meeting happening at the AGM on June 11th.

Recommendation # 4

Trustee Topping moved that the verbal OPSBA Update be received.

The motion carried.

Other Business

Trustee Lustgarten Evoy spoke about the upcoming Upper Grand Learning Foundation Gala happening on May 27th, and reminded everyone who is planning on coming, to order their tickets because they are selling quickly.

Move to In Camera

Trustee Foley moved that this committee move In Camera.

The motion carried.

Adjournment

Trustee Bailey moved that the Business Operations Committee adjourn and this meeting now close at 8:25 p.m.

The motion carried.

This document is available in alternative formats upon request.