

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

October 11, 2022

The Business Operations Committee of Upper Grand District School Board met on Tuesday, October 11, 2022, virtually and in the Board Room at 500 Victoria Road North, Guelph, Ontario commencing at 7:07 p.m.

The Chairperson, Trustee MacNeil presided, and Trustees Bailey, Busuttil, Edwards, Lustgarten Evoy, and Topping were present. Student Trustees Julia Elmslie and Brooke Hartley were also in attendance.

Present from the Administration were, Director of Education Sovran, Executive Superintendents McDonald and Regier, together with Superintendents Donaldson, Heaslip, Hamilton, McCutcheon, Taha, and Zen, Communications Officer Loney, and Executive Officer of Human Resources Pyke.

Trustee MacNeil requested a change to the In Camera agenda. The order of agenda items was changed with Agenda item #11 moved ahead to Agenda item #10.

Approval of Agenda

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

The motion carried.

Declarations of Conflict of Interest

There were no declarations of conflict of interest.

The motion carried.

Approval of Minutes

Trustee Edwards moved that the minutes of the Business Operations Committee meeting held September 13, 2022 be approved as printed.

The motion carried.

Trustee Climate Emergency Committee (TCEC)

Trustee Edwards shared highlights from the Trustee Climate Emergency Committee meeting held on September 20th. The TCEC recommends the continuation of the

committee during the upcoming new term for the Board of Trustees and added that the Board may want to re-imagine TCEC and how it works with and within the board.

In environmental news, Trustee Edwards shared information on National Tree Day, Take Me Outside Day, Food Print and Climate Change, and Climate Week. A video was shared about actions that can mitigate climate change. The monthly challenge to the trustees was to be mindful of how water is used and to try not to waste it.

Recommendation # 1

Trustee Edwards moved that the minutes of the Trustee Climate Emergency Committee (TCEC) held September 20, 2022 be received and considered.

The motion carried.

Multi-Year Plan Progress Report

Director of Education Sovran provided a brief update this evening around the continued work with the Action Plan that is being developed. A more fulsome update will be brought to the October 18th board meeting. Work has also begun around brand commitment/promise under the leadership of Communications Manager Loney.

Recommendation # 2

Trustee Topping moved that the verbal Multi-Year Plan Progress Report presented on October 11, 2022 be received.

The motion carried.

Enrolment Update

Executive Superintendent Regier provided an update on the current enrolment numbers at the beginning of the 2022-23 school year. Highlights were provided on the methodology used to calculate Average Daily Enrolment (ADE), Elementary and Secondary Updates, and the Revised Estimates Process.

The Average Daily Enrolment (ADE) is calculated by taking the Full Time Equivalent (FTE) of students on two specific dates: October 31st, and March 31st. The average of enrolments on these two dates represents Upper Grand DSB enrolment calculations used for Ministry reporting, and for a number of funding calculations. Executive Superintendent Regier compared the elementary and secondary enrolment projections used for Estimates (Budget) and the information updated as of October 2022. Overall current elementary enrolment is 187 students higher than Estimates, primarily due to

higher JK/Kindergarten enrolment. Secondary ADE contains more variables which include the finalization of headcount by October 31st, full time versus part time status of students, and changes from October 31st to March 31st enrolments. Currently the secondary headcount is 516 higher than Estimates, but the number may change by October 31st. The Revised Estimates submission is due to the Ministry of Education by mid-December. It incorporates updated information on enrolment (ADE), funding calculations, staffing updates, and expenditure updates. Any updates on the Revised Estimates will be provided to the trustees through the Audit Committee.

Trustees asked questions of clarification.

Recommendation # 3

Trustee Bailey moved that the verbal Enrolment Update presented on October 11, 2022 be received.

The motion carried.

Trustee Lustgarten Evoy took the Chair for the consideration of this item.

OPSBA Update

Trustee MacNeil provided a summary on highlights from the Board of Directors Meeting held on September 30 – October 1, 2022:

To honour and commemorate the National Day for Truth and Reconciliation, Indigenous Trustees' Council of OPSBA Chair Elaine Johnston delivered a reflection at the beginning of the meeting, which was followed by a viewing of the OESC professional development module: A Journey Towards Truth and Reconciliation.

Following concerns raised by OPSBA member boards, OPSBA has requested to Minister Lecce that the Ministry of Education extend the current provisions in Ontario Regulation 463/97: Electronic Meetings and Meeting Attendance to allow school boards to continue meeting virtually for the duration of the 2022-23 school year.

The next term of office (2022-2026) begins for publicly elected school board trustees on November 15, 2022. A newly elected trustee does not officially take office until the board's inaugural/organizational meeting (within seven days of November 15, 2022) and a trustee swears a declaration as prescribed in the Education Act.

OPSBA has been working with the OESC on an updated 2022 Good Governance Guide. This is a valued resource for all trustees and an online version is anticipated for

the beginning of the new term, with printed copies available at the Public Education Symposium in January 2023.

The Indigenous Trustees' Council (ITC) of OPSBA met in late August to discuss ongoing issues and items for advocacy. It was emphasized that the ITC is not only concerned about the science curriculum. Other issues identified for the Minister/Ministry to address included: language revitalization; advancing reconciliation as per the recommendations of the Truth and Reconciliation Commission; residential schools and intergenerational trauma; elevating the voice of ITC members; collaboration between the ITC and the ministry on pilot projects and joint news releases or statements; and Indigenous course requirements for graduation.

The importance of explaining and promoting the role of Indigenous trustees was identified and there was discussion about how OPSBA and the Ministry of Education should make more opportunities to engage Indigenous student trustees, including funding for them to attend meetings. It was noted that there are many ways of integrating Indigenous culture in curriculum and some frustration was expressed that the ministry focus appears to be on western ways of learning rather than on approaching learning from an Indigenous perspective.

The Board of Directors approved a plan, aligned with the policy, for the upcoming OPSBA strategic planning process. The plan includes data collection, regular and ongoing communication with trustees, and the collection of input to inform OPSBA's multi-year strategic priorities for 2023-2027.

The Board of Directors approved the following OPSBA Policies: OPSBA Trustee Expenses; Purchasing and Procurement; and Executive Director Performance Review.

Important Dates

Central West Regional Meeting – Due to this being an election year, a Regional meeting will not be held in the fall. The next meeting will take place at the Public Education Symposium in January 2023.

Recommendation # 4

Trustee Edwards moved that the OPSBA Update dated October 11, 2022 be received.

The motion carried.

Trustee MacNeil returned to the Chair.

Other Business – nil report

Move to In Camera

Trustee Lustgarten Evoy moved that this committee move In Camera.

The motion carried.

Adjournment

Trustee Edwards moved that the Business Operations Committee adjourn and this meeting now close at 9:03 p.m.

The motion carried.

This document is available in alternative formats upon request.