

SIMCOE COUNTY DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING - WEDNESDAY, MAY 23, 2012

A G E N D A

NOTE: PUBLIC SESSION will commence at 6:00 P.M., followed immediately by the COMMITTEE OF THE WHOLE in CLOSED SESSION (GEORGIAN ROOM). PUBLIC SESSION will resume AT 7:30 P.M (ROY EDWARDS ROOM).

PUBLIC SESSION

- A. (1) Roll Call
- (2) Approval of Agenda
- (3) Approval of Minutes
 - (a) Minutes of the Special Meeting of the Board held April 17, 2012
 - (b) Minutes of the Regular Meeting of the Board held April 25, 2012
- (4) Declaration of Conflicts of Interest

CLOSED SESSION

- B. Committee of the Whole

PUBLIC SESSION

- C. (1) Report from Student Trustees
- (2) Trustee Tribute

Greenland International Consulting Engineering Firm – Provincial Environmental Recognition – Design and Construction Department
- (3) Delegations - Nil

D. RECOMMENDATIONS FOR ACTION

- (1) Report from the Closed Session of the Board in Committee of the Whole
- (2) Matters Arising from Previous Meeting:
Motion(s) for which notice was given at previous Board Meeting - Nil
- (3) Notice of Time Sensitive Motions from Statutory Committees - Nil
- (4) Committee Minutes/Reports - Items for Decision
 - (a) Report of the Program Standing Committee Meeting held May 9, 2012
- (5) Staff Reports – Items for Decision
 - (a) Appointment of Trustee to the Special Education Advisory Committee
- (6) Committee Minutes/Reports - Items for Information
 - (a) Report of the Parent Involvement Committee Meeting held March 21, 2012
 - (b) Report of the Special Education Advisory Committee Meeting held April 16, 2012
 - (c) Report of the By-law Committee Meeting held April 30, 2012

- (d) Report of the Business and Facilities Standing Committee Meeting held May 2, 2012
- (e) Report of the Human Resources Standing Committee Meeting held May 9, 2012
- (f) Report of the Budget Committee Meeting held May 16, 2012

(7) Staff Reports - Items for Information - Nil

E. OTHER MATTERS

- (1) Reports from Liaison Members
- (2) Notices of Motion for next meeting
- (3) Questions and Proposals from Trustees
- (4) Professional Development Seminars Attendance
- (5) Reports/Update from Staff
- (6) Correspondence - Nil

F. FUTURE BUSINESS OF THE BOARD, STANDING COMMITTEES AND ADVISORY COMMITTEES

Business and Facilities Standing Committee Meeting – June 6, 2012 at 6:00 p.m. – Georgian Room
Human Resources Standing Committee Meeting – June 13, 2012 at 6:00 p.m. – Georgian Room
Program Standing Committee Meeting – June 13, 2012 at 7:00 p.m. – Georgian Room
Special Education Advisory Committee Meeting – June 18, 2012 at 7:00 p.m. – Georgian Room
Regular Meeting of the Board – June 20, 2012 at 6:00 p.m., followed immediately by the Committee of the Whole in Closed Session (Georgian Room), Public Session will resume at 7:30 P.M (Roy Edwards Room)

G. ADJOURNMENT

SIMCOE COUNTY DISTRICT SCHOOL BOARD

PUBLIC SESSION

RECOMMENDED ACTION – WEDNESDAY, MAY 23, 2012

REPORT	FYI	Decision Req.	MOTION
			Call Meeting to order. Roll Call
		√	That the agenda be approved as printed.
A-3-a Special Board Minutes April 17, 2012		√	That the Minutes of the Special Board meeting held Tuesday, April 17, 2012 be approved as printed.
A-3-b Board Minutes April 25, 2012		√	That the Minutes of the Regular Board Meeting held Wednesday, April 25, 2012 be approved as printed.
			Declaration of Conflicts of Interest
MOTION		√	That we go into Closed Session of the Committee of the Whole
PUBLIC SESSION			
C-1			Report from Student Trustees
C-2 Trustee Tribute			Greenland International Consulting Engineering Firm – Provincial Environmental Recognition - Design and Construction Department
C-3 Delegations			Nil
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-2-a Matters Arising from Previous Meeting			Nil
D-3-a Notice of Time Sensitive Motions from Statutory Committees			Nil
D-4-a Program Meeting May 9, 2012		√	(1) That the Board approve that the Special Education Advisory Committee (SEAC) meetings be video recorded commencing June 2012.
		√	(2) That the Board approve revisions to Policy No. 4140, Selection and Approval of Learning Media, as set out in APPENDIX C of Report No. PRO-D-2, Revisions to Policy No. 4140, Selection and Approval of Learning Media, dated May 9, 2012.

SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 2
 MAY 23, 2012

D-5-a Appointment of Trustee on the Special Education Advisory Committee		√	That the Board appoint Trustee _____ to the Special Education Advisory Committee, as set out in Report No. D-5-a, Appointment of Trustee on the Special Education Advisory Committee, dated May 23, 2012.
D-6-a PIC Meeting - March 21, 2012	√		
D-6-b SEAC – April 16, 2012	√		
D-6-c By-law Meeting - April 30, 2012	√		
D-6-d Business & Facilities – May 2, 2012	√		
D-6-e Human Resources - May 9, 2012	√		
D-6-f Budget Meeting – May 16, 2012	√		
E-1 Reports from Liaison Members			
E-2 Notices of Motion for Next Meeting			
E-3 Questions and Proposals from Trustees			
E-4 Professional Development Seminars Attendance			
E-5 Reports/Update from Staff			
E-6 Correspondence			Nil
Future Business			
Adjournment		√	Motion to Adjourn

TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: The Secretary

SUBJECT: **MINUTES OF THE SPECIAL MEETING OF THE
BOARD HELD APRIL 17, 2012**

A Special meeting of the Simcoe County District School Board was held on Tuesday,
April 17, 2012 at the Education Centre.

A. (1) Roll Call

PRESENT:

Trustees Peter Beacock (Vice-chairperson), Nicole Black, Debra Edwards,
Suzanne Ley, Michele Locke, Krista Mayne, Amanda Monague,
Robert North (Chairperson), Christine Williams.

REGRETS:

Trustees Donna Armstrong, Caroline Smith.

**ELECTRONIC
Participation**

Jodi Lloyd.

PRESENT:

Student Trustees Victoria Edwards, Frank Li, Matt Stergiou.

Recording Secretary

Lena Robyn.

The Chairperson called the meeting to order at 6:00 p.m.

(2) Approval of Agenda

Moved by Michele Locke
Seconded by Nicole Black

That the Agenda be approved as printed.

CARRIED

(3) Declaration of Conflicts of Interest – Nil

Chairperson North stated that tonight's meeting was to hear delegations relating to
Accommodation Review 2010:02 – Coldwater Public School, Moonstone Elementary School,
Warminster Public School. Following the delegations tonight, trustees will consider everything
they have heard as well as the ARC report and staff report prior to making any decisions on the
proposed recommendations at the Special Board Meeting on May 30, 2012.

B. (4) Delegations

1. Mayor Hughes and Councillor Meyer
2. Tammy Woodrow
3. Sara Ayres
4. Naomi Wachowiak
5. Jenna Hooper
6. Garfield Dunlop, MPP Simcoe North

Trustee Amanda Monague entered the meeting during Jenna Hooper's presentation.

Following the delegations, Chairperson North thanked the presenters and indicated that trustees will deliberate on May 30, 2012 to make a decision.

**C. FUTURE BUSINESS OF THE BOARD, STANDING COMMITTEES
AND ADVISORY COMMITTEES**

Teacher/Trustee Liaison Committee Meeting (OSSTF) – April 25, 2012 at 4:30 P.M. –
Coldwater Room

Regular Meeting of the Board – April 25, 2012 at 6:00 p.m., followed immediately by the
Committee of the Whole in Closed Session (Georgian Room), Public Session will
resume at 7:30 p.m. (Roy Edwards Room).

MOTION TO ADJOURN

Moved by Krista Mayne
Seconded by Christine Williams

That the meeting be adjourned at 7:00 p.m.

CARRIED

TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: The Secretary

SUBJECT: **MINUTES OF THE REGULAR MEETING OF THE
BOARD HELD APRIL 25, 2012**

The regular meeting of the Simcoe County District School Board was held on Wednesday, April 25, 2012 at the Education Centre.

A. (1) Roll Call

PRESENT:

Trustees Donna Armstrong, Peter Beacock (Vice-chairperson), Debra
Edwards, Suzanne Ley, Jodi Lloyd, Michele Locke, Krista
Mayne, Amanda Monague, Robert North (Chairperson),
Caroline Smith, Christine Williams.

REGRETS:

Trustees: Nicole Black.

PRESENT:

Student Trustees: Victoria Edwards.

REGRETS:

Student Trustees: Matt Stergiou.

ABSENT:

Student Trustee: Frank Li.

Recording Secretary Lena Robyn.

The Chairperson called the meeting to order at 6:00 p.m.

(2) Approval of Agenda

Moved by Donna Armstrong
Seconded by Krista Mayne

That the Agenda be approved as printed.

CARRIED

(3) Approval of Minutes

Minutes of the Special Meeting of the Board held March 26, 2012 (ARC 2011:01) (A-3-a)

Moved by Michele Locke
Seconded by Suzanne Ley

That the Minutes of the Special Meeting of the Board held Monday, March 26, 2012 be approved as printed.

CARRIED

Minutes of the Special Meeting of the Board held March 26, 2012 (ARC 2011:02) (A-3-b)

Moved by Peter Beacock
Seconded by Christine Williams

That the Minutes of the Special Meeting of the Board held Monday, March 26, 2012 be approved as printed.

CARRIED

Minutes of the Regular Meeting of the Board held March 28, 2012 (A-3-c)

Moved by Christine Williams
Seconded by Krista Mayne

That the Minutes of the Regular Meeting of the Board held Wednesday, March 28, 2012 be approved as printed.

CARRIED

Minutes of the Special Meeting of the Board held April 10, 2012 (ARC 2011:01) (A-3-d)

Moved by Peter Beacock
Seconded by Donna Armstrong

That the Minutes of the Special Meeting of the Board held Tuesday, April 10, 2012 be approved as printed.

CARRIED

(4) Declaration of Conflicts of Interest – Nil

B. Committee of the Whole

Moved by Michele Locke
Seconded by Peter Beacock

That the Board move into Committee of the Whole in Closed Session at this time.

CARRIED

The Public Session of the Board re-convened at 7:30 p.m.

C. (1) Report from the Student Trustees

Student Trustee Victoria Edwards referenced the following on behalf of the Student Trustees:

The Student Senate held their annual election for Student Trustees for the 2012-2013 term on Tuesday, April 24, 2012. At the election, 14 out of 17 SCDSB secondary schools brought a candidate forward, which represents the highest number of candidates for the Student Trustee election to date.

Elected for the 2012-2013 term are: Central and South Region, Christine Robertson, Innisdale Secondary School; South and West Region, Brock Edwards, Bear Creek Secondary School; North and East Region, Cheryne Winstanley-Hayes, Midland Secondary School.

The Student Senate recently held their training day at the Youth Leadership Camps Canada (YLCC) in Orillia for the Grade 8 Leadership Day being held at YLCC on May 8, 2012.

The 2012 Ontario Student, Parent and Educator Survey, created by the Ontario Student Trustees' Association (OSTA). Last year, the SCDSB was one of the top ten boards that participated in the survey, and is currently ranked eighth in the province for participating.

Delegations

Ian Tudor, OSSTF Teacher Bargaining Unit President Re: SEAC Notice of Time Sensitive Motion

Ian Tudor, OSSTF Teacher Bargaining Unit President, and Silvana Petersen, President of OPSEU Local 330, Re: SEAC Notice of Time Sensitive Motion

(2) Trustee Tribute

Russ Atkinson, Principal, Barrie Central Collegiate Institute

Trustee Suzanne Ley presented a Trustee Tribute to Russ Atkinson, Principal, Barrie Central Collegiate Institute, who was recently recognized by The Learning Partnership as one of Canada's Outstanding Principals. Trustee Ley referenced Principal Atkinson's work creating programs to help strengthen students' literacy skills and cross-curricular programs teaching literacy, problem solving, nutrition, life skills and responsible decision-making. Barrie Central has also adopted *Phoenix Action for Life* program, which creates physically active experiences to promote cognitive learning, team building and positive peer relationships. As well, Trustee Ley noted that Principal Atkinson's leadership has resulted in steadily increasing results in the Ontario Secondary School Literacy Test, and, in 2010, Barrie Central received the Dr. Bette Stephenson Recognition of Achievement for school efforts and use of Education Quality and Accountability Office (EQAO) to improve student learning.

D. RECOMMENDATIONS FOR ACTION

(1) Report from the Closed Session of the Board in Committee of the Whole

Report from the Closed Session of the Board in Committee of the Whole from April 25, 2012:

That the Board ratify the following recommendations taken in the Closed Session meeting of the Committee of the Whole on Wednesday, April 25, 2012:

(1,2,3)

Moved by Jodi Lloyd

Seconded by Michele Locke

(1)

#BP-2012-04-25-52

That the Board approve a one year lease renewal extension for the Barrie North Alternative Program, as set out in Report No. CL-BF-D-1, Barrie North Collegiate Institute: Alternative Program Lease Renewal, dated April 4, 2012.

(2)

#BP-2012-04-25-53

That the Board approve a one year lease renewal extension for the Nottawasaga Pines Alternative Program, as set out in Report No. CL-BF-D-2, Nottawasaga Pines Secondary School: Alternative Program Lease Renewal, dated April 4, 2012.

(3)

#BP-2012-04-25-54

That the Board declare surplus and approve the disposition of the Collingwood Bus Garage in accordance with Ontario Regulation 444/98, as set out in Report No. CL-BF-D-3, Declaration of Surplus Property: Collingwood Bus Garage, dated April 4, 2012.

CARRIED

(2) Matters Arising from Previous Meeting:

Motion(s) for which notice was given at previous Board meeting - Nil

(3) Notice of Time Sensitive Motions from Statutory Committee

Special Education Advisory Committee – Time Sensitive Motion (D-3-a)

Moved by Caroline Smith

Seconded by

That the Board approve that the use of Blocker Shields with students be discontinued during the consultation process, as set out in Report No. D-3-a, Special Education Advisory Committee – Time Sensitive Motion April 16, 2012.

The above motion did not receive a seconder, therefore, no action occurred.

(4) Committee Minutes/Reports – Items for Decision

Report of the First Nations Education Advisory Committee
Meeting held January 25, 2012 (D-4-a)

Moved by Debra Edwards

Seconded by Michele Locke

FNE-2012-01-25-55

That the Board approve the changes to the Native Advisory Committee Terms of Reference, as set out in APPENDIX C of Report No. D-6-a, Reports of the First Nations Education Advisory Committee Meeting held January 25, 2012, dated April 25, 2012.

CARRIED

Report of the Program Standing Committee Meeting held April 11, 2012 (D-4-b)

(1,3,4)

Moved by Suzanne Ley

Seconded by Jodi Lloyd

(1)

#PRO-2012-04-11-56

That the Board approve the implementation of the Advanced Placement Program for September 2013.

(3)

#PRO-2012-04-11-57

That the Board approve that a review of the Board's Core French Program be completed with a report to the Program Standing Committee meeting by November 2012.

(4)

#PRO-2012-04-11-58

That the Board approve revisions to Policy No. 4190, English as a Second Language, as set out in APPENDIX C of Report No. PRO-D-3, Revisions to Policy No. 4190, English As a Second Language, dated April 11, 2012.

CARRIED

(2)

Moved by Suzanne Ley
Seconded by Jodi Lloyd

#PRO-2012-04-11-59

That the Board approve that staff conduct a feasibility study for implementation of French Immersion and report to the Program Standing committee meeting in November 2012.

CARRIED

MOTION

Moved by Peter Beacock
Seconded by Jodi Lloyd

That the Board recess at this time.

CARRIED

(5) Staff Reports – Items for Decision

Trustee Code of Conduct Special Committee (D-5-a)

In February 2012, the Ontario Public School Boards' Association provided boards with a template for Code of Conduct and Enforcement of Code of Conduct. It is anticipated that the Minister of Education will make a regulation pursuant to the Education Act requiring school boards to adopt a code of conduct that would apply to its trustees.

MOTION

Moved by Debra Edwards
Seconded by Jodi Lloyd

#BP-2012-04-25-60

That the Board establish a Committee of the Whole Board in order to adopt a trustee code of conduct.

CARRIED

Appointment to the Ontario Public School Boards' Association (D-5-b)

As a member board of the Ontario Public school Boards' Association, the Board is required to appoint one trustee as the representative to serve as a director on the OPSBA Board of Directors. The Board may also appoint a delegate who will have voting privileges at the Association's general meetings or regional meetings only.

Chairperson North called for nominations for the position of director on the OPSBA Board of Directors for the 2012-2013 school year.

Moved by Debra Edwards
Seconded by Christine Williams

#BP-2012-04-25-61

That Trustee Michele Locke be nominated for the position of director on the OPSBA Board of Directors for the 2012-2013 school year.

Trustee Locke indicated that she would stand.

The Chairperson called for further nominations.

There being no further nominations, Trustee Locke was acclaimed as director on the OPSBA Board of Directors for the 2012-2013 school year.

CARRIED

Chairperson North called for nominations for the position of alternate director on the OPSBA Board of Directors for the 2012-2013 school year.

Moved by Jodi Lloyd
Seconded by Caroline Smith

#BP-2012-04-25-62

That Trustee Suzanne Ley be nominated for the position of alternate director on the OPSBA Board of Directors for the 2012-2013 school year.

Trustee Ley indicated that she would stand.

The Chairperson called for further nominations.

Moved by Michele Locke
Seconded by Caroline Smith

That Trustee Debra Edwards be nominated for the position of alternate director on the OPSBA Board of Directors for the 2012-2013 school year.

Trustee Edwards declined the nomination at this time.

Chairperson North called for further nominations for the position of alternate director on the OPSBA Board of Directors for the 2012-2013 school year.

There being no further nominations, Trustee Ley was acclaimed as alternate director on the OPSBA Board of Directors for the 2012-2013 school year.

CARRIED

Trustee Development Programs Attendance – Trustee Attendance at the
Canadian School Boards' Association Congress
– July 4-7, 2012 - Quebec (D-5-c)

Five trustees have expressed an interest to attend the Canadian School Boards' Association Congress being held in Quebec on July 4-7, 2012.

Board policy states that a trustee who wishes to attend a development program being held outside of the province must have prior approval of the Board.

Moved by Caroline Smith
Seconded by Suzanne Ley

#BP-2012-04-25-63

That the Board approve that Trustees Donna Armstrong, Debra Edwards, Suzanne Ley, Jodi Lloyd and Caroline Smith represent the Simcoe County District School Board at the Canadian School Boards' Association 2012 Congress being held in Quebec City on July 4-7, 2012, as set out in Report No. D-4-a, Trustee Development Program Attendance – Trustee Attendance at the Canadian School Boards' Association Congress – July 4-7, 2012 - Quebec, dated April 25, 2012.

CARRIED

(6) Committee Minutes/Reports – Items for Information

Report of the Parent Involvement Committee Meeting held February 22, 2012 (D-6-a)

Vice-Chairperson Peter Beacock congratulated the Parent Involvement Committee on the successful Circle of Learning conference, which took place on Saturday, April 21, 2012.

This report was provided as information.

Report of the Special Education Advisory Committee Meeting held March 9, 2012 (D-6-b)

This report was provided as information.

Report of the Business and Facilities Standing Committee Meeting held April 4, 2012 (D-6-c)

This report was provided as information.

Report of the Human Resources Standing Committee meeting held April 11, 2012 (D-6-d)

This report was provided as information.

(7) Staff Reports – Items for Information – Nil

E. OTHER MATTERS

(1) Reports from Liaison Members

Trustee Michele Locke reported that the next Ontario Public School Boards' Association (OPSBA) Board of Directors meeting being held on Friday, April 27-28, 2012.

She also informed trustees that she has been appointed to a committee on student health, including mental, physical and nutritional wellbeing.

(2) Notices of Motion for next meeting - Nil

(3) Questions and Proposals from Trustees

Trustee Smith reported that she recently attended the OPSBA Labour Relations Symposium in March and provided trustees with information that was shared at the meeting.

Chairperson Robert North recently attended the Simcoe County Regional Science and Technology Fair held at Bear Creek Secondary School on March 30 and 31. He congratulated all the students who participated in this event.

(4) Professional Development Seminars Attendance

Chairperson North and Trustee Locke declared their intention to attend the OPSBA Annual General Meeting on June 7-9, 2012 in Thunder Bay.

(5) Reports/Update from Staff

Director Kathryn Wallace reported that she attended the Simcoe County Regional Heritage Fair on April 25. More than 20 schools participated with over 100 student-created projects on display. She informed trustees that the student knowledge of Simcoe County was outstanding and it was a successful event.

Director Wallace reported that she, Vice-Chairperson Peter Beacock and Associate Director Janis Medysky attended the Elmvale Maple Syrup Festival on Saturday, April 21, 2012. The event was well planned and enjoyable, and Vice-Chairperson Beacock did much better in the log sawing event than her team of Associate Medysky and herself.

Superintendent Phyllis Hili discussed the community stakeholder meeting scheduled for May 10, 2012 regarding the use of protective equipment. She reviewed the agenda and the format of the meeting. She also explained how the consultation process will proceed.

(6) Correspondence – Nil

F. FUTURE BUSINESS OF THE BOARD, STANDING COMMITTEES AND ADVISORY COMMITTEES

Business and Facilities Standing Committee Meeting – May 2, 2012 at 6:00 p.m. –
Kempfenfelt Room

Budget Meeting (Tentative) – May 8, 2012 at 6:00 p.m. – Georgian Room

Human Resources Standing Committee Meeting – May 9, 2012 at 6:00 p.m. –
Roy Edwards Room

Program Standing Committee Meeting – May 9, 2012 at 7:00 p.m. – Roy
Edwards Room

Special Education Advisory Committee Meeting – May 14, 2012 at 7:00 p.m. –
Georgian Room

Budget Meeting – May 16, 2012 at 6:00 p.m. – Georgian Room
Character Recognition Evening – May 17, 2012 at 6:00 p.m. - Roy Edwards Room
Budget Meeting – May 22, 2012 at 6:00 p.m. – Roy Edwards Room
Joint Business and Facilities and Special Education Advisory Committee Budget Meeting – May 22, 2012 at 7:00 p.m. – Roy Edwards Room
ETFO Teacher/Trustee Liaison Meeting – May 23, 2012 at 4:30 p.m. – Coldwater Room
Regular Meeting of the Board – May 23, 2012 at 6:00 p.m., followed immediately by the Committee of the Whole in Closed Session (Georgian Room), Public Session will resume at 7:30 P.M (Roy Edwards Room)
Special ARC Board Meeting (2011:01) – Port McNicoll PS, Victoria Harbour ES, Waubaushene ES, Waubaushene Pines ES – May 24, 2012 at 6:00 p.m. - Roy Edwards Room
Retirement Dinner – May 28, 2012 at 6:00 p.m. – Southshore Community Centre
Special ARC Board Meeting (2011:02) – Coldwater PS, Moonstone ES, Warminster ES – May 30, 2012 at 6:00 p.m.– Roy Edwards Room

MOTION TO ADJOURN

Moved by Michele Locke
Seconded by Suzanne Ley

That the meeting be adjourned at 9:10 p.m.

CARRIED

TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: Program Standing Committee

SUBJECT: **REPORT OF THE PROGRAM STANDING COMMITTEE
MEETING HELD WEDNESDAY, MAY 9, 2012**

The Program Standing Committee met in Public Session at the Education Centre on Wednesday, May 9, 2012.

PRESENT:

Committee Members

Donna Armstrong, Peter Beacock, Nicole Black, Debra Edwards, Suzanne Ley, Jodi Lloyd, Michele Locke (Chairperson), Krista Mayne (Vice-Chairperson), Amanda Monague, Robert North, Caroline Smith, Christine Williams.

PRESENT:

Student Trustees

Victoria Edwards.

ABSENT:

Student Trustees

Frank Li, Matt Stergiou.

Administration

Kathy Bailey, Stephen Blake, Phyllis Hili, Janis Medysky, Paula Murphy, Anita Simpson, Paul Sloan, Kathryn Wallace.

Staff

Kathleen Corrigan, Lisa Ewanchuk, Peter Gumbrell, Jane Hofmann, Patrick Miller.

Recording Secretary

Mary Cannell.

Chairperson Locke called the meeting to order at 7:00 p.m.

1. **Approval of Agenda**

Chairperson Locke shared that a request had been made to address Report No. PRO-I-1, Pilot Project: iPads/iPods in Special Education at this time.

Moved by Robert North
Seconded by Christine Williams

That the agenda be approved as revised.

CARRIED

2. **Declaration of Conflicts of Interest** – Nil.

3. **Presentations/Delegations** – Nil.

Items for Information

1. **Pilot Project: iPads/iPods in Special Education (PRO-I-1)**

Superintendent of Education Phyllis Hili welcomed Principal Brian Tremain and Teacher Jeff MacCormack from Terry Fox Elementary School. A presentation was provided that outlined the integration of iPods and iPads in the Autism Spectrum Disorder (ASD) classroom at Terry Fox Elementary School. Jeff MacCormack illustrated the use of the application Proloquo2Go in augmenting student communication skills and shared the accomplishments made by the students in his class. iPads are also used in the ASD classroom to further student literacy, numeracy and social skills learning as well as self-regulation and scheduling.

Jeff MacCormack, Superintendent Hili and Principal of Special Education Peter Gumbrell responded to trustee comments and queries related to funding for further expansion of the pilot project, training for staff and the implications for use in other SCDSB classrooms. Director of Education Kathryn Wallace confirmed that expansion of the iPod/iPad project is currently being explored in consultation with Superintendent of Facilities John Dance.

This report was provided for information.

Items for Committee Decision

1. **Notice of Motion from the Program Standing Committee Meeting of April 11, 2012 – Video recording Special Education Advisory Committee Meetings commencing June 2012 (PRO-D-1)**

At the April 11, 2012 Program Standing Committee meeting, the following notice of motion was presented for the May 9, 2012 Program Standing Committee meeting:

*Moved by Suzanne Ley
Seconded by Christine Williams*

That the Special Education Advisory Committee (SEAC) meetings be video recorded commencing June 2012.

Superintendent Hili advised that in response to the notice of motion, the report detailed the history of the discussions related to the video recording of SEAC meetings and that updated budgetary considerations were included.

Discussion took place among trustees related to expectations for committee minutes, the cost of videotaping and live streaming, and the possibility of video recording all of the board's sub-committees. Further comments were shared related to public access to information and the accountability and transparency of those on board committees.

Director Wallace advised that if other sub-committees of the board were to be videotaped, consultation with staff would be advisable and timelines would need to be established.

MOTION

(1)
Moved by Donna Armstrong
Seconded by Caroline Smith

#PRO-2012-05-09-12-D

That the Program Standing Committee recommends that the Board approve that the Special Education Advisory Committee (SEAC), Parent Involvement Committee (PIC), First Nations Education Advisory Committee (FNEAC), and Accessibility Advisory committee meetings that take place in the Education Centre be video recorded as soon as feasible.

DEFEATED

Discussion took place among trustees related to the need for consultation with other committees regarding video recording of meetings.

(2)
Moved by Suzanne Ley
Seconded by Christine Williams

#PRO-2012-05-09-13

That the Program Standing Committee recommends that the Board approve that the Special Education Advisory Committee (SEAC) meetings be video recorded commencing June 2012.

CARRIED

MOTION

Moved by Robert North
Seconded by Christine Williams

That the committee recess at this time.

CARRIED

Student Trustee Victoria Edwards left the meeting at this time.

The meeting reconvened at 9:00 p.m.

2. **Revisions to Policy No. 4140 – Selection and Approval of Learning Media (PRO-D-2)**

Superintendent of Education Kathy Bailey reviewed the revisions made to Policy No. 4140, Selection and Approval of Learning Media. This policy is being revised to reflect contemporary relevance.

(3)
Moved by Debra Edwards
Seconded by Peter Beacock

#PRO-2012-05-09-14

That the Program Standing Committee recommend that the Board approve revisions to Policy No. 4140, Selection and Approval of Learning Media, as set out in APPENDIX C of Report No. PRO-D-2, Revisions to Policy No. 4140, Selection and Approval of Learning Media, dated May 9, 2012.

CARRIED

Items for Information

2. Ontario Schools, Kindergarten to Grade 12: Policy and Program Requirements, 2011 (PRO-I-1)

Superintendent of Education Kathy Bailey provided an overview of the *Ontario Schools, Kindergarten to Grade 12: Policy and Program Requirements, 2011* (OS) document. OS consolidates in one document the broad range of policies and programs that affect the educational experience of students in Ontario schools from Kindergarten to Grade 12, and supersedes *Ontario Secondary Schools, Grades 9-12; Program and Diploma Requirements, 1999* (OSS).

Superintendent Bailey noted that the online document is live with active links to other reference and resource documents and that many of the topics outlined in the OS document have been reviewed at previous Program Standing Committee meetings.

Superintendent Bailey responded to trustee queries related to communication of the document within the parent community and the need for a standardized message across the board. Superintendent Bailey confirmed that she will raise the communication of this document with area superintendents to confirm a communication plan.

Director Wallace advised that the new Parent Portal, currently under development, will include reference documents such as OS. Trustees commented on the availability of high-speed internet in this board and the challenges some parents would face with downloading an online document.

This report was provided for information.

3. School Effectiveness Framework K-12 Multi-Year Plan (PRO-I-3)

Superintendent Bailey welcomed Patrick Miller, School Effectiveness Lead. Principal Miller provided highlights of the School Effectiveness Framework (SEF) K-12 Multi-Year Plan 2012-2015, which sets out goals and directions for the continued implementation of the Ministry of Education's SEF K-12 initiative for the next three years. Principal Miller shared that the SEF process helps to build capacity throughout the board, both for the SEF school and the administrators taking part in the SEF as it is a valuable professional development opportunity setting out strengths and needs of the school. It was noted that work is being done to further align the SEF visits to the Board Improvement Plan for Student Achievement and Well Being, the Essential Practices document and the Simcoe Path. Principal Miller confirmed that SEF teams visit classrooms, and that the focus continues to be on student work.

This report was provided for information.

4. **Full-Day Early Learning Kindergarten (FDEL-K) Multi-Year Plan (PRO-I-4)**

Superintendent Bailey welcomed Principal of Program Jane Hofmann and Early Years Consultant Kathleen Corrigan. FDEL-K was introduced in this board in September 2010 and will be fully implemented by the 2014-2015 school year. The FDEL-K program establishes a strong foundation for learning in the early years in a safe and caring play-based environment that promotes the physical, social, emotional and cognitive development of all children. The FDEL-K Multi-Year Plan provides direction for administrators, teachers, and designated early childhood educators (DECEs) as they deliver program and develop assessment practices in an intentionally planned play based learning environment. It was noted that work is being done to establish outside learning space for early learners to provide intentional learning opportunities in all program strands.

MOTION

Moved by Peter Beacock
Seconded by Robert North

That the meeting continue past 10:00 pm.

CARRIED

Superintendent Bailey and Principal Hofmann responded to trustee queries related to Kindergarten students transitioning to Grade 1, differences between schools offering FDEL-K and those who do not, and future tracking of EQAO data for those students in FDEL-K programs.

This report was provided for information.

5. **Urban Aboriginal Education Pilot Project (UAEPP): Provincial Evaluators Findings: Final Report (PRO-I-5)**

Superintendent of Education Anita Simpson welcomed Lisa Ewanchuk, Principal of First Nation, Metis and Inuit (FNMI) Education. This board was one of three boards in Ontario selected to implement a Ministry of Education project to address the educational needs of Aboriginal students living in urban areas. Principal Ewanchuk outlined the findings of the provincial evaluators. Among the recommendations for meeting the needs of Aboriginal students and creating long-term sustainability was the need to prioritize resource allocation to support an increase in the cultural understanding of all staff and students. Superintendent Simpson noted that the strategic use of resources and continued partnerships between the Aboriginal community and the school board remain important components of meeting the needs of Aboriginal students.

This report was provided for information.

Other Matters - Nil

Notices of Motion for Next Meeting - Nil

Moved by Krista Mayne
Seconded by Peter Beacock

That the meeting be adjourned.

CARRIED

Meeting adjourned at 10:20 p.m.

RECOMMENDATIONS

1. That the Board approve that the Special Education Advisory Committee (SEAC) meetings be video recorded commencing June 2012.
2. That the Board approve revisions to Policy No. 4140, Selection and Approval of Learning Media, as set out in APPENDIX C of Report No. PRO-D-2, Revisions to Policy No. 4140, Selection and Approval of Learning Media, dated May 9, 2012.

Respectfully submitted by:

Kathy Bailey
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: Director of Education

SUBJECT: **APPOINTMENT OF TRUSTEE ON THE SPECIAL EDUCATION
ADVISORY COMMITTEE**

1. **Background**

At the December 2011 Board meeting, the Board approved the trustee committee assignments for 2012. Trustee Michele Locke was assigned to be a member on the Special Education Advisory Committee.

2. **Current Status**

Trustee Locke is unable to continue her role as trustee to this committee; therefore the appointment of another trustee to sit on the Special Education Advisory Committee is required.

Regulation 464/97 provides that *every district school board shall establish a special education advisory committee.*

- (a) *one representative from each of the local associations that operates locally within the area of jurisdiction of the board, as nominated by the local association and appointed by the board;*
- (b) *one alternate for each representative appointed under clause (a), as nominated by the local association and appointed by the board;*
- (c) *such number of members from among the board's own members as is determined under subsection (4), as appointed by the board;*
- (d) *where the number of members appointed under clause (c) is less than three, one alternate, as appointed by the board from among its own members, for each member appointed under clause (c).*
- (e) *one or two persons to represent the interests of Indian pupils, as provided by section 4;*
 - *The number to be appointed by the board under clause (1)(c) shall be the lesser of, (a) three; and (b) 25 percent of the total number of members of the board, rounded down to the nearest whole number; and*
- (f) *one or more additional members appointed under subsection (5).*

RECOMMENDATION

That the Board appoint Trustee _____ to the Special Education Advisory Committee, as set out in Report No. D-5-a, Appointment of Trustee on the Special Education Advisory Committee, dated May 23, 2012.

Approved for submission by:

Kathryn Wallace
Director of Education

May 23, 2012

TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: Parent Involvement Committee

SUBJECT: **REPORT OF THE PARENT INVOLVEMENT COMMITTEE
MEETING HELD MARCH 21, 2012**

A meeting of the Parent Involvement Committee was held on Wednesday, March 21, 2012 at the Education Centre.

PRESENT:

Committee Members: (Voting)
Elizabeth Bettencourt, Laura Black, Timmi Brady-Inglis, Kim Gadsby,
Michelle Hunter, Jennifer Johnson, Jane McCreadie (Chairperson).

Trustee

Representatives: (Non-voting)
Peter Beacock.

Administration & Staff

Representatives: (Non-voting)
Debbie Clarke, Rita England (Recorder), Angela Pino, Jane Seymour,
Paul Sloan.

REGRETS: Marjorie Dowdell (Vice-chairperson), Jill Hyne, Tanya Nabuurs,
Caroline Smith.

GUEST: Jim Carleton, James Dobson, Jane Hofmann.

1. Welcome

Chairperson Jane McCreadie called the meeting to order at 5:05 p.m. and welcomed Trustee Peter Beacock and guests: Jim Carleton - ICT Consultant K-12, James Dobson - Literacy Consultant K-12, Jane Hofmann - Principal, Program K-12.

Chair McCreadie expressed regrets on behalf of the committee regarding Sylvia Fiortino's resignation from the committee because of family commitments. There are currently two vacancies on the Parent Involvement Committee (PIC) that may be filled by parents from any school geographical area within the board to establish the full complement of 12 members.

Chairperson McCreadie welcomed Peter Beacock, Trustee to the Parent Involvement Committee.

2. Approval of Agenda

Chairperson McCreadie asked the committee for approval of the agenda.

Moved by Laura Black
Seconded by Elizabeth Bettencourt

That the agenda be accepted as printed.

CARRIED

3. Approval of the February 22, 2012 Minutes

Chairperson McCreadie asked for approval of the minutes.

Moved by Laura Black
Seconded by Jennifer Johnson

That the minutes of the February 22, 2012 meeting be accepted as printed.

CARRIED

4. Debrief February 27 Meeting Feedback

Chairperson McCreadie updated the committee on the details of the February 27, 2012 PIC/School Council Videoconference meeting. Chair McCreadie reported that the videoconference was well attended and the presentations were engaging. Vice-chairperson Marjorie Dowdell will be collating a summarized list of questions and comments from the attendees from each of the five videoconference locations. Committee members were asked to contact Vice-chairperson Dowdell with the number of attendees at their location and any questions for follow up.

All presentations from the videoconference were uploaded to the SCDSB website (<http://scdsb.on.ca/board-highlights/meetingsreports/calendar/index.cfm?view=daily&eid=11420&m=2&d=27&y=2012>) and forwarded to schools via email the following day. Suggestions from parents will be collated and will also be included on the board website under the PIC site, Best Practices.

5. Volunteer to Lead May 29 Agenda Planning Group

Chairperson McCreadie nominated Vice-chair Dowdell to develop the agenda for the May 29 School Council meeting and bring back a draft copy to the April PIC meeting for feedback from the committee.

Chair McCreadie explained that her intent is to have a draft of the Top 10 Toolkit available to preview at the May 29 meeting with School Councils.

6. Update on April 21 Conference Planning

Chairperson McCreadie welcomed Jane Hofmann, Jim Carleton and James Dobson, who provided detailed information on the breakout sessions for the Circle of Learning Conference.

Principal Hofmann explained that a team of central staff and key facilitators will be providing their sessions in the Atrium, lecture style. Workshops will include information such as: an overview of key concepts of media literacy, questions that teachers or parents could use when working with children to encourage critical thinking, learning goals for children, work station exploration, performance standards and how to engage children at a deeper level, information on the 21st century learner, importance of home and peer environment, SCDSB strategic plan key features and the protection of privacy.

The committee discussed the importance of making parents aware of all the resources that are available for parents/guardians on the board's website at www.scdsb.on.ca.

Paul Sloan, Superintendent of Education, spoke on the social media panel presentation, which require a solid 30 -35 minutes for panel discussion. Each panelist will set the stage with their expertise and then will answer parent's questions. Superintendent Sloan explained the importance of ensuring enough time be allotted to engage and involve parents. The board's Freedom of Information specialist, Gina Coish, will be on the panel, as well as, two South Simcoe police officers.

Chair McCreadie thanked the guest speakers for their presentations.

To date, 71 applicants have registered for the Circle of Learning conference, with registration continuing until April 10, 2012.

The logistics of community providers and various organizations setting up booths in the Atrium for the Circle of Learning was discussed. It was decided that at this time limited space is available and will be provided to community organizations such as the Simcoe Muskoka Health Unit, YMCA, Children's Aid, Kinark and the County of Simcoe.

The committee discussed the introduction of workshops, recognition of volunteer presenters, and guest speakers. It was decided that the last breakout of the day (third session) would be concluded with a thank you from a PIC member. PIC members will be responsible for ensuring the sessions begin on time and for thanking the presenters at the end of the sessions.

Scripts will be provided to PIC members to introduce guest speakers and panelists.

Signs to Forest Hill P.S. will be provided by Vice-chair Dowdell.

Michelle Hunter is responsible for the purchase of bottles of Maple Syrup as tokens of appreciation for guest speakers.

Debbie Clarke, Manager Communication, explained that ads have been placed in local newspapers and radio ads (B101) begin the week of March 26, 2012. As well, posters are in local grocery stores, libraries, and schools.

The committee decided on a tentative date for the 2013 Circle of Learning Conference of **April 6, 2013**. School councils will be asked to mark the date for next year and the board calendar will also reflect this date.

Committee members, Laura Black and Jennifer Johnson volunteered to assist with stuffing the Circle of Learning tote bags after the next PIC meeting on April 18, 2012.

7. Review Redline School Council Policy, Next Steps for PIC Review, Principals, School Councils/Chairs Review, Public

Superintendent Sloan reported on the progress of revising Policy 4310, School Councils. A committee reviewed the current policy, current Ministry Regulations, and policies from neighbouring school boards.

Principal Jane Seymour, who is on the committee, spoke on the review process and explained the updates in detail.

Superintendent Sloan spoke on the next steps for the revised policy. A consultation and feedback template will be uploaded on the board website for broader public consultation. Superintendent Sloan recommended that when the revised policy comes back from consultation, the PIC would review it and based on the feedback, make any revisions before the policy goes to Administrative Council on May 29, 2012.

After this, the draft policy will go to the Program Standing Committee in early June and then to board for trustee approval June 20, 2012.

Public feedback will be brought back to the PIC meeting of May 16, 2012.

8. Update on \$60,000 Budget Resource Process

Principal Seymour suggested an investment in technology would engage parents.

Further discussion was deferred to the next meeting.

9. Volunteer to Gather and Organize Top 10 Toolkit Documents (Next steps for PIC review, SCDSB review, Publish before May 23, 2012)

Deferred to next meeting.

10. Parent Portal – Update

Communications Manager Clarke, spoke on the Parent Portal project which was started a year ago. It is a portal for parents to communicate with educators and other interested parents, to make payments on line for school field trips, lunch, etc. The portal was put on hold because of a larger student information issue that needed to be updated (eSIS).

Once the PowerSchool platform has been developed the Parent Portal will again be developed.

11. Multi Year Planning – Part 1

Chair McCreadie will send out an email to the committee members requesting input.

12. Adjournment

Moved by Michelle Hunter
Seconded by Jennifer Johnson

That the meeting be adjourned at 7:45 p.m.

The next regular meeting will be held on Wednesday, April 18, 2012 at 5:00 p.m. at the Education Centre.

13. Report Status

This report is provided for information.

Respectfully submitted by:

Paul Sloan
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

May 23, 2012

TO: The Chairperson and Members of the
Special Education Advisory Committee

FROM: Chairperson of SEAC
Superintendent of Education

SUBJECT: **MINUTES OF THE SPECIAL EDUCATION ADVISORY
COMMITTEE MEETING HELD APRIL 16, 2012**

A. **Call to Order**
(1) **Roll Call**

PRESENT

SEAC Members: Donna Armstrong (Trustee), Angie Bridekirk, Joanne Brown,
Susan Clough, Sarah Elliott, James Hall, Laura LaChance, Kim Latour,
Michele Locke (Trustee), Krista Mayne (Trustee), Sari Russell.

SEAC Alternates: Kevin Berry.

Staff: Connie Gray, Peter Gumbrell, Phyllis Hili, Hailey McLean, Shannon Thompson.

Regrets: Sue Downing, Joanne McCafferty.

**Recording
Secretary:** Jennifer Henry.

(2) **Approval of Agenda**

Joanne Brown requested Guest Wifi Access for SEAC meetings.

Laura LaChance– requested information regarding the process and rollout on the staff led consultation that was part of the March 28, 2012 Board motion. It was noted that this would be included under item B 2(b) -Safety Equipment.

Moved by Michele Locke
Seconded by Mary Haire

That the agenda be approved as printed.

CARRIED

(3) **Approval of Minutes**

(a) **Minutes of the Regular Committee Meeting March 19, 2012**

Laura LaChance requested that the following amendments be made to the March 19th Minutes: Page 4 - include the rationale on the APM; Page 5 -under SEAC Member Reports amend "Canadian Down Syndrome Association" to read as "Canadian Down Syndrome Society"; Page 5 – include the name of the draft document that has gone before the Minister's Advisory Council. Laura to provide the name of the document.

Moved by Susan Clough
Seconded by Sarah Elliott

That the minutes of the regular meeting of the Special Education Advisory Committee held March 19, 2012 be approved as amended.

CARRIED

B. (1) Welcoming

(a) Welcome and Introductions

Chairperson Bridekirk welcomed all guests, Board staff members, SEAC members, Associate Director Medysky, and Corry Van Nispen, Controller. Trustee's Smith, Ley and Lloyd were also welcomed. SEAC Member regrets were noted for Sue Downing, and Joanne McCafferty.

(b) SCDSB Special Education Statement of Beliefs

Susan Clough read the Statement of Beliefs.

(2) Presentations & Discussion

(a) Special Education Budget Consultation

Controller Van Nispen provided a brief overview of the information that was shared at the February SEAC meeting. Since that meeting the Ministry has released a document entitled "School Board Funding Projections for the 2012-2013 School Year" as well as the Technical Paper. These documents which can be found on the Ministry of Education Website provide further direction for the 2012-2013 school year. Controller Van Nispen provided SEAC members with a handout and presented via PowerPoint projection information on the 2012-2013 special education budget development. He reported that school board funding projections are based on average daily enrolment (ADE) projections as provided by the Board. Based on the enrolment and some funding adjustments, the Ministry is projecting that our Board will see a special education funding reduction of approximately 0.4 percent or \$287,000. The estimated 2012-2013 special education funding for our Board is projected to be approximately \$66.5 million.

Controller Van Nispen noted that enrolment is the key driver lowering the funding for 2012-2013, as a large percentage of the funding is based on total ADE. He also noted that the special education funding is enveloped; it can only be used for special education and if not used, it will be deferred and targeted at special education the next year. Controller Van Nispen reported that the Technical Paper describes the various components of the funding model, and in comparing last year's Technical Paper to this year's the following changes can be identified: a slight reduction in the Special Education Per Pupil Amount (SEPPA); a slight increase in Behaviour Expertise Amount (BEA); and a slight increase in the Special Incidence Portion (SIP). Controller Van Nispen noted that SEPPA is the largest change, as it makes up almost 50 percent of the funding for 2012-2013.

Controller Van Nispen spoke to next steps noting that the provincial budget still needs to be passed. He reported that the Education Finance Information System (EFIS) package which allows boards to calculate grants, and assists in special education enveloping and applying grants to programs has just been received.

It will take a number of weeks to work through the package, and during that time Business Services will continue with presentations and consultations with committees, administrators and Board staff, with the goal of having an approved budget to the Ministry by the end of June.

It was noted that the Joint Business and Facilities Standing Committee and SEAC budget meeting will be held on May 22, 2012.

Controller Van Nispen addressed SEAC members' questions. Laura LaChance inquired if some greater budget detail could be shared with SEAC ahead of the joint meeting. More detail will be provided at the May 14th SEAC meeting.

(b) Safety Equipment

Peter Gumbrell, Principal of Special Education presented information the on the use of foam pads as protective equipment for staff and students. There was a request for SEAC members to receive a copy of the information presented (see attached document).

Principal Gumbrell expressed concern regarding the misleading language portrayed in the media around the usage of the foam pads, clarifying that the foam pads are not "used on a student", rather they are "used in a situation" by staff to protect students and themselves, and that such language is creating a false, dangerous and misleading situation. Principal Gumbrell spoke to the dedication of staff, and the feeling that their dedication has been put to the side. Susan Clough noted the significant emotion felt by the parents, having had no idea that this use has been occurring. There was also a comment that the student's perception is that the pads are being used on them.

A lengthy discussion ensued with SEAC members posing the following questions: When were the foam pads first used in the community? Were they used in anticipation of an incident, or is there evidence to support the use of such equipment? Were parents approached prior to the community outing/field trip to see if it would be in the student's best interest to attend? Was there external consultation? How many schools are the foam pads being used in?

Principal Gumbrell spoke to community outings, noting that while the staff to student ratio is high, that consideration was given if an incident occurred in the community. He noted that there have been some incidents in the community of concern. Principal Gumbrell could not confirm the level of consultation that took place prior to a community outing, but spoke to the Administrative Procedures Memorandum (APM) A1435 – Management Process for Student Behaviours Causing a Risk-of-Injury that was shared with SEAC last month, noting the emphasis on consultation. Principal Gumbrell spoke to the internal staff consultation that occurs with school special education staff, central board staff and in some cases from external behavior supports.

Superintendent Hili addressed the question of how many schools the foam pads are being used in. She indicated that the red foam pads, are used in 2 schools. SEAC members inquired on the use regardless of colour. Superintendent Hili indicated use in four other schools and clarified that they are used in both elementary and secondary.

Vice-Chairperson Hall spoke to the list of questions that were submitted to Superintendent Hili and Principal Gumbrell on April 1, 2012 for response that have not yet come forward. Superintendent Hili indicated that the questions are being used to inform the consultation process. Vice-Chairperson Hall indicated that he would like to re-submit the list of questions (see attached).

Chairperson Bridekirk, requested that it be noted that Vice-Chairperson Hall did submit a list of questions to come back to the SEAC table. Further discussion ensued regarding parent consultation, with the following questions being asked: Was there consultation pre-use of the foam blocker pads? In the schools where the pads are being used, have the parents been advised on the usage with their child? Have those parents been notified formally and had fulsome discussion? There was also an inquiry on what equipment parents think is being used, if they have not been consulted? As well as discussions if there has been consultation with the parents of children who have an IEP and may be behavioural, giving the parent an opportunity to speak to their child about the use. Principal Gumbrell referred to APM A1435, noting that the APM does address personal protective equipment (PPE) in general, and noted that he has attended all Regional Principals meetings on two occasions and has talked to the use of equipment, and consultation.

SEAC members asked if there are specific procedures and training on the use of the pads, if they are being used properly and if usage is being monitored? Principal Gumbrell spoke to Behaviour Management Systems (BMS) training, which emphasizes proactive strategies; while it does not speak to foam pads, it does speak to blocking before moving to a physical restraint. He noted that aggressive incidents are tracked through a reporting system. It was also noted that the foam pads are used with some students with self-injurious behavior. There was an inquiry whether there are other protective devices in the room that could help with self-injurious behavior. Connie Gray, Integrated Technology Consultant provided further details regarding the process when using PPE, noting that if staff is continuously sustaining injury that the Board, as an employer has the responsibility of ensuring staff safety. She spoke to some training which suggests placing an object, such as a chair between the student and staff member while the student de-escalates, and the potential for injury to be sustained with this method versus using a foam pad. She noted that some parents prefer the pads to be used over restraints because they are not invasive. She also commented on using the least invasive method, while keeping the safety of the student, staff and other children in the environment safe. She spoke to students with a safety plan, confirming that it is not an isolated document; it goes hand in-hand with the Individual Education Plan (IEP). Chairperson Bridekirk reported that it is her understanding that the SCDSB has not received blocker training, and spoke to the training in terms of insurance. She reported that she has had conversations with a BMS trainer, and that the trainer confirmed that shields training is not part of BMS.

Further discussion ensued regarding safety plans and the pads. Chairperson Bridekirk sought clarification if the blocker pads are listed in the student's safety plan if they are being used as a regular piece of equipment. Principal Gumbrell confirmed that they are not necessarily part of the safety plan, and spoke in terms of distinctions that need to be made while staying within the Occupational Health and Safety regulations. The following questions were posed: Are staff members aware that they are working with a student with a safety plan, and are they aware of the contents within it? Is a safety plan written in consultation with the principal? If the safety plan mentions PPEs, and the equipment changes, would the safety plan have to be re-written or would it fall under the broader spectrum of equipment?

Superintendent Hili confirmed that safety plans are one of the key pieces within APM A1435, noting that one of the purposes of the APM is to promote more consistent communication.

Joanne Brown expressed concern with the use of the equipment while the formal consultation process occurs, and put forth the following Time Sensitive Motion:

Moved by Joanne Brown
Seconded by Susan Clough

That the Special Education Advisory Committee Recommends to the Board that the use of Blocker Shields with students be discontinued during the consultation process.

The floor was open for questions, and a lengthy discussion ensued. Concern was expressed not only for the student's safety but for the safety of the staff and other students, and there was an inquiry if there is another piece of equipment that could be used if a piece of equipment is removed.

There was also an inquiry with what is happening elsewhere in the province. Chairperson Bridekirk reported that she placed an initial request to some SEACs, and so far, she has not found any other school boards across the province using this equipment. If the table permits, Chairperson Bridekirk would like to submit a letter to the other SEACs. Principal Gumbrell suggested that if a letter is submitted that it also solicit the range of other options being used in other boards, such as how often the police are called and how often are children excluded, because these are some of the interventions that are being used. Margaret Homewood inquired if there is an opportunity for the Board to submit a letter to other boards, similar to the letter that Chairperson Bridekirk is proposing she write to SEACs. Superintendent Hili indicated that the Board will continue with its follow up on other forms of safety equipment and practices being used.

The motion was read for a second time and voted upon.

CARRIED

Superintendent Hili spoke to the Time Sensitive Motion put forth by SEAC on March 19, 2012 and the subsequent motion that was approved by Trustees at the March 28, 2012 Board Meeting. Superintendent Hili provided Via PowerPoint projection an overview of the consultation process and proposed agenda. There was a request that SEAC members receive a copy (see attached outline).

There was an inquiry regarding the groups listed in the consultation process. Superintendent Hili provided the rationale, explaining that staff consultation would occur through meeting with the Joint Health and Safety Committee and principals at regional meetings, while providing opportunity for parent feedback through the Parent Involvement Committee and School Council meetings.

Superintendent Hili reported that the results of these consultation sessions will be reviewed by an administrative team including Superintendent Hili, Superintendent Jeffs, Associate Director Medysky, Principal Gumbrell and Senior Safety Officer Quinlan for the report to be presented at the Program Standing Committee meeting in June.

Discussion ensued regarding how the various stakeholders would be informed of the meetings and how the information would be received and collected. There was an inquiry if the dates/timelines and locations could be provided. Superintendent Hili indicated that parent consultation will be invited through the May School Council meetings and that parents are informed through their schools regarding the school council meeting dates and agenda items. Superintendent Hili reported that principals would be provided with a set of speaking notes, including a set of guiding questions, so that all the information being shared is the same.

Associate Director Medysky clarified that the consultation process outlined above, is not a new process; this is the forum and format the Board uses to conduct consultations, and indicated that should a parent miss a local school council meeting, they would have a chance to attend the Community Consultation meeting. Trustees Armstrong and Locke spoke further to the motion that was approved on March 28th citing that it is the responsibility of the Director and staff to ensure that the appropriate stakeholders be involved in the consultation process.

Laura LaChance noted that the SEAC table is well linked to the disabilities community and put forth the following motion:

Moved by Laura LaChance
Seconded by James Hall

That SEAC approves the establishment of a sub-committee to organize a disability community consultation and bring back a report on the use of blocker shields at the May SEAC Meeting.

The floor was open to questions. Associate Director Medysky noted that the consultation process outlined above addresses community consultation. Laura spoke about going provincial with the consultation.

The motion was read for a second time and voted upon.

CARRIED

Connie Gray expressed concern with sub-committee consultation, as the parameters are unknown and could jeopardize relationships between parents and teachers. She spoke to the photos of students being depicted in the media and the need to respect confidentiality.

Further discussion ensued regarding the Board consultation process with concern expressed that there may be some schools that do not hold a school council meeting in May and how those parents would receive notification and be consulted. Chairperson Bridekirk inquired how SEAC members could be apprised of the meeting dates and what meetings they could attend.

Associate Director Medysky indicated that the Parent Involvement Committee Meetings, School Council meetings and Community Consultation meetings are open to the public, while the Joint Health and Safety Committee meetings and Regional Principals meetings are not. It was suggested that the agenda be sent out ahead of time for schools not holding a May School Council meeting, providing an opportunity for feedback to be forwarded to Board staff.

A press release outlining the consultation meeting dates and locations was also suggested.

SEAC members expressed concern regarding the type of feedback the proposed consultation may generate and noted that evidence-based research, expert feedback and best practices should be sought, as opposed to emotional opinions and responses. Trustees commented on the proposed consultation, noting that they represent every student of the board and shared some feedback that they have received. Associate Director Medysky addressed the concern, noting that community consultation means our community partners as well as those experts throughout the special education community, as well as throughout the province. Associate Director Medysky further clarified that there is no intention on the part of senior staff to limit the feedback received.

There was an inquiry if staff is proposing the May 14th SEAC meeting as the date for the SEAC consultation. Chairperson Bridekirk spoke to the additional SEAC meeting that was proposed for April 23rd. Feedback from SEAC members indicated that a meeting on that date would not be well attended so the committee may need to look at another meeting date.

(c) Elementary and Secondary County Classes

Superintendent Hili reported that staff has begun to review numbers for the 2012-2013 County Classes and are proposing the following: close one Life Skills Class; close one Social Skills Class; close one Gifted Class (Intermediate); and add one Autism Spectrum Disorder (ASD) class at the secondary level. It was also noted that staff is considering reducing the cap size for the ASD classes. Superintendent Hili addressed SEAC members' questions regarding the proposed reduction in the Gifted class. The rationale for closing one Gifted Class is that there are a number of intermediate students moving onto secondary. Vice-chairperson Hall expressed concern regarding the data presented and feedback that he has received regarding testing, and urged staff to continue to look at the gifted data prior to making any final decisions.

There was an inquiry regarding the location of the Life Skills class that is being proposed for closure, and inquiries regarding the proposed cap size. Superintendent Hili reported that staff would provide more details and be prepared for a more fulsome discussion at the May SEAC meeting, as discussions were still taking place at the school level. She indicated that a cap size of four is being proposed which would mean transitioning some students to other locations for September. As the ASD representative, Susan Clough requested further consultation with board staff regarding the proposed changes.

(d) APM 1435 – Management Process for Student Behaviours Causing Risk of Injury

Superintendent Hili reported that APM A1435 – Management Process for Student Behaviours Causing a Risk-of-Injury is still undergoing consultation by various groups and departments.

Vice-chairperson Hall expressed confusion on the status of the APM as it has an issue date and is not marked as “draft”. Superintendent Hili reported that the document was released to schools in reponse to Occupational Health and Safety regulations as well as system need. There are a number of processes within the APM that are currently being worked through at the operational level and feedback is continuing to be received by Principals as this is a very new APM.

Associate Director Medysky spoke further to the consultation process noting that principals are providing feedback where amendments can be made to better fit particular situations.

Superintendent Hili thanked SEAC members for their feedback regarding the APM and showed via PowerPoint projection that feedback and suggested amendments are being tracked. As PPE is of primary concern, Vice-Chairperson Hall suggested that that perhaps more should be added to that section of the APM. He also requested that the APM be brought back to SEAC once all of the feedback has been received from the various groups, and prior to it going back out to the system. It was confirmed that the feedback should be received by June and could be brought back to SEAC following that.

There was an inquiry regarding reference in the APM to a school/police protocol and whether that is a separate document. Superintendent Hili reported that the Board has a police/board protocol, and that she could arrange to have the Superintendent with that portfolio bring further information forward to SEAC.

At 8:55 p.m. Chairperson Bridekirk noted the time and remaining agenda items, and sought objections in continuing the meeting to 9:30 p.m. There being no objections a short break was called and the meeting resumed at 9:00 p.m.

Krista Mayne and Connie Gray left at this time.

(3) SEAC Member Reports - Nil

(4) Board Reports

Special Board Meeting March 26, 2012, Regular Board Meeting March 28, 2012,
Special Board Meeting April 10, 2012 and Special Board Meeting April 12

- (a) Trustee Armstrong provided a brief overview of the report for the Regular Board Meeting held March 28th. She highlighted the Student Senate's work, and spoke to the Trustee Tribute that Arlana Bickell, Student at Twin Lakes Secondary School received in recognition of her involvement as a panelist at the Ministry of Education Circle of Light 2011 First Nation, Métis and Inuit (FNMI) education conference in November. Trustee Armstrong reported that trustees ratified a motion regarding a lease renewal, and noted a number of motions that were approved under Business and Facilities. She reported that the SEAC Time Sensitive Motion, of March 19, 2012 was addressed (see Status of Recommendations to the Board below). The annual Circle of Learning Conference being held on April 21, 2012 was also highlighted.

(b) Status of Recommendations to the Board

Trustee Armstrong reported that the SEAC Time Sensitive Motion of March 19, 2012 was addressed at the March 28, 2012 Board meeting and that Trustees approved the following Motion:

That the Board refer the issue identified by the SEAC motion as set out in Report No. D-3-a, Special Education Advisory Committee – Time Sensitive Motion – March 19, 2012, to senior staff to review the concerns raised regarding the use of blocker shields with students, to consult with SEAC, parents, staff, and the Joint Health and Safety Committee, and to seek input from community partners and to prepare a report updating the Program Standing Committee in June 2012.

SEAC members sought clarification as to when the June Program Standing Committee meeting is being held and who delivers the report to Board. Laura LaChance expressed confusion regarding the delegation process for the SEAC to present at Board meetings, noting that SEAC members had to go through the same delegation process as members of the public to present information regarding the March 19, 2012 time sensitive motion. Laura referenced the Regulations, the Board By-Laws, and Roberts Rules and sought clarification around the process for the SEAC Chairperson or a delegate to present at a Board meeting. Associate Director Medysky provided further detail regarding the process. Laura inquired on the mechanism for changing the Board By-Laws. Trustee Armstrong provided details on the Ad Hoc By-Law Committee. Associate Director Medysky further addressed the inquiry, noting that the chair of the By-law committee is calling a meeting, to address this item. Trustee Smith reported that she is a member of the By-Law Committee and could report back to SEAC.

(5) **Staff Member Reports/Updates**

(a) **Special Education Data – Gifted**

Principal Gumbrell referred SEAC members to two documents provided in their folders: the number of Gifted Students by Grade from 2009-2011 and The Otis–Lennon School Ability Test (OLSAT) Results from 2009-2011. Principal Gumbrell apologized that he was not able to obtain accurate historical data on students identified as gifted by grade and noted that the data for 2009-2010 was not complete. He noted that historically boards have not had to report exceptionalities by grade.

Principal Gumbrell explained the chart pertaining to the OLSAT results for the last three years, and noted the Vice-Chairperson Hall raised concern that changing the criteria three years ago had led to fewer students meeting the criteria for Giftedness. Vice-Chairperson Hall spoke further to the concern noting that General Index Ability (GAI) testing was not administered to some students, because their score was not high enough on the OLSAT test. He inquired on changing the scoring criteria to a number below 125, as some students meet criteria from GAI testing that don't do so well on the OLSAT. Vice-Chairperson Hall recommended providing testing at a lower screen score, and conducting additional GAI testing at this point rather than waiting until another school year, and spoke to the need to further examine the data.

Principal Gumbrell noted that there were some recommendations at the school level for additional GAI testing to be conducted, and agreed to look at possibly administering the GAI for students who were close to the score of 125. Superintendent Hili thanked Vice-Chairperson Hall for his input and noted that staff is looking at establishing a work group with SEAC representation regarding the gifted screening process.

(b) **Professional Development Update**

Superintendent Hili reported on the professional development sessions being held in April and May. She reported that the Board received some funding from the Ministry and will be conducting some initial training on the Mental Health and Addictions Strategy. There was an inquiry regarding the professional development sessions pertaining to County Classes. Principal Gumbrell reported that the upcoming session is a follow up session for the teachers that participated in the December training. There was also an inquiry regarding Assistive Technology professional development and sessions available for the teams within the County Classes. Hailey McLean Central Program Consultant in Special Education provided some examples of the training sessions available. She spoke to Essential Practices related to the Board Improvement Plan and to sessions relating to Attention Deficit Hyperactivity Disorder (ADHD), and Policy/Program Memorandum 140 sessions such as promoting independence, safety plans, and the use of visuals. Hailey noted that teachers have been able to select from a variety of time slots for the various professional development sessions.

Laura LaChance inquired on the process for schools to order more Transition Planning Inventory Forms (TPI) and the costs associated with ordering more. Principal Gumbrell considers the forms a Board cost.

(c) Information Update

Principal Gumbrell reported that the Student Special Equipment Amount (SEA) survey has been sent to schools with an accompanying letter. He also reported that Connie Gray is in the process of organizing a Grade 4-9 Summer Assistive Technology Camp to support students with SEA equipment.

Principal Gumbrell reported on a showcase that has been scheduled for May 1st at the Springwater Township Council Chambers regarding the ASD Pilot with iPads/iPods at Terry Fox Elementary School, and noted that an invitation would be forthcoming for SEAC members and Trustees.

(6) Committee Reports/Updates - Nil

C. INFORMATION

(1) Correspondence

Chairperson Bridekirk circulated copies of the Ministry Memorandum entitled "Individual Education Plans (IEP): 2011-2012 that was issued on April 4, 2012 by the Director of Special Education Policy and Programs Branch to Directors of Education, Supervisory Officers Responsible for Special Education and Secretary-Treasurers of School Authorities and copied to SEACs. Superintendent Hili provided further details noting that the SCDSB has been conducting IEP reviews internally for the past 4 years, and that staff has almost completed the reviews for this year.

Vice-Chairperson Hall spoke to a Ministry review that he and Laura LaChance attended in a previous year and inquired how far along the continuum we are regarding the goals, strategies, assessment and linkage to the students IEP. Principal Gumbrell spoke to the common threads and areas of strengths and needs. He noted that when looking at program and goals, as well as the number of times the IEP is reviewed and changed, that this is where the accountability is. Hailey Mclean reported that messaging being delivered at professional development sessions is that the assessment section of the IEP should reflect the student with the strengths and needs informing program. Hailey confirmed that teachers are being encouraged to make the IEP as individual as possible.

(2) Questions and Proposals from SEAC Members (including notices of motion)

Chairperson Bridekirk noted May 22, 2012 as the proposed date for the joint Business and Facilities Standing Committee and SEAC Budget meeting. Information regarding the time and format of the meeting will be forthcoming.

Associate Director Medysky asked for the Motion pertaining to the establishment of a sub-committee to organize a disability community consultation be read again and sought clarification on SEACs expectation for bringing forth the motion. Laura LaChance clarified that the motion pertains just to the SEAC table.

(3) **SEAC Contact Information 2011-2012**

Please notify Jennifer Henry of any changes to contact information.

D. FUTURE BUSINESS AND ADJOURNMENT

Moved by Laura LaChance
Seconded by Sarah Elliott

That the meeting be adjourned at 9:40 p.m.

CARRIED

Motions:

1. That the Special Education Advisory Committee Recommends to the Board that the use of Blocker Shields with students be discontinued during the consultation process.
2. That SEAC approves the establishment of a sub-committee to organize a disability community consultation and bring back a report on the use of blocker shields at the May SEAC Meeting.

Report Status

This report is provided for information.

Respectfully submitted by:

Phyllis Hili
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

SEAC – April 16, 2012

We have used forms of foam pads for protective equipment for staff and students for about two years.

We had situations in a very small number of schools where students were demonstrating highly escalated behaviours, which included acting in an aggressive manner towards other students and staff. The typical response to such escalated behaviour is to give the student space and to remove other students from the area. When the student continues to demonstrate behaviours which are potentially injurious to the student and to others, our BMS protocol authorizes the use of one of two types of physical restraint or containment, depending upon the size of the student.

While these interventions are usually successful in managing the behaviour to ensure that safety considerations are met, some students do not respond to this approach for a variety of reasons. Attempting a physical restraint can further escalate the behaviour of some students and make such a restraint difficult if not unsafe. Our protocol emphasizes using physical restraints for a short period and then releasing. In some cases, this process needs to be continued for a long period of time which presents the risk of injury to the student and to the staff members performing the restraint.

We also have some students whose size and strength means that physical restraints are not effective – I would say not possible.

After the release of the APM on calming rooms in 2010, we re-emphasized that staff could not hold a door closed on a student who was highly escalated. In the cases I am referring to, we also told staff that they could not leave the student who was highly escalated alone in a classroom, where there was the potential risk of injury to self.

The behaviours that were being exhibited included kicking, hitting, punching, scratching, biting and throwing objects. Injuries were being sustained by staff and they wanted to know what options were available for protection. In a couple of cases, the staff were

holding up gym mats to protect themselves. As the standard range of protective equipment – such as gloves, sleeves etc. were not effective, we looked at the use of foam pads to blocks the punches, kicks and thrown objects. The intent of this approach is for the student to de-escalate on his or her own while the staff remained safe.

The first types of foam pads we used are black and quite bulky. These are still in use in a couple of schools. In the fall of 2010, a request for a smaller pad, that was also softer and less bulky, came to us. It is my understanding that these were only available in red at this time.

These red pads were introduced as a protective device in a very small number of schools since that time.

Both black and red pads are also used when a student is demonstrating self-injurious behaviours, such as banging ones head against a wall or floor.

For all students who have presented with the types of behaviours I have outlined, there has been a high level of support for the school staffs from central staff and in some cases from external behaviour supports. There is always a focus on an attempt to understand the function of the behaviour so that the program and the environment can be adjusted to reduce or replace the behaviours of concern. This process of collecting and analyzing data, adjusting programs and working with parents and others to stabilize behaviour can take a very long time, however, and during these times the protection of students and staff continues to be a responsibility of the board.

.....

Hili, Phyllis

From: jim.hall@HydroOne.com
Sent: April 1, 2012 1:57 PM
To: Hili, Phyllis
Cc: Henry, Jennifer; alex.koculym@utoronto.ca; Barrie, Alexa; Colvin, Bill; Gray, Connie; jim.hall@zing-net.ca; jorobrown@rogers.com; Joanne.McCafferty@kinark.on.ca; kevinberry592@hotmail.com; Mayne, Krista; margarethomewood@yahoo.ca; Gumbrell, Peter; marymargarethaire@gmail.com; McLean, Hailey; Locke, Michele; dom.marchitto@sympatico.ca; jeff_sarah@sympatico.ca; srussell@deafaccess.ca; sdavis@catulpa.on.ca; sdowning@simcoecommunityservices.ca; susanclough@rogers.com; Thompson, Shannon; darmstrong@trustee.scdsb.on.ca; abridekirk@catulpa.on.ca; klatour@catulpa.on.ca; laura.lachance@sympatico.ca; Robyn, Lena
Subject: Blocking Shields: SEAC motion; Information request; APM; etc.
Attachments: A1435 Management Process for Student Behaviours Causing a Risk-of-Injury.pdf

SEAC is pleased to have received the APM relevant to the use of the blocking shields (or similar devices) in SCDSB schools on Friday March 30 (attached) – no doubt members will have questions and comments once they have had an opportunity to read it. I hope to be assembling an initial set by evening Monday April 2 – if anyone wishes to send me theirs I will consolidate before forwarding to Board staff (more can certainly follow later).

At the March 29 Board meeting, Director Wallace spoke and clarified that the blocker shields have been in use at the SCDSB since the fall of 2010, rather than spring 2010 as had previously been stated. SEAC's time sensitive motion:

That the Board approve that the Board cease use of all Blocker Shields with students as they negatively impact on the dignity and human rights of the students and create a negative social message which promotes fear and exclusion, as set out in Report No. D-3-a, Special Education Advisory Committee – Time Sensitive Motion, March 19, 2012, dated March 28, 2012.

was introduced, but prior to any discussion regarding the motion taking place, it was referred to senior staff:

That the Board refer the issue identified by the SEAC motion as set out in Report No. D-3-a, Special Education Advisory Committee – Time Sensitive Motion – March 19, 2012, to senior staff to review the concerns raised regarding the use of blocker shields with students, to consult with SEAC, parents, staff, and the Joint Health and Safety Committee, and to seek input from community partners and to prepare a report updating the Program Standing Committee in June 2012.

Based on discussion at and since SEAC's March meeting, I have assembled the following initial list of information requests from SEAC for SCDSB staff (via Superintendent Phyllis Hili) regarding the blocking shields (I am happy to continue to coordinate if people wish to forward me their questions):

Governing Documents

- SEAC has received a copy of APM A1435, issued October, 2011 "Management Process for Student Behaviours Causing a Risk-of-Injury". Please provide any other APM that is relevant to the use of blocking shields (or similar devices).
- Please provide any other SCDSB governing document that should be considered as part of a review of the use of blocking shields (or similar devices) by the SCDSB.

Correspondence Issued by Board

- Please provide any correspondence that does not reference a specific student, issued by Board staff (central or school based) regarding the use of blocking shields (or similar devices) with SCDSB students, such as but not limited to: Memos; letters; emails; etc.

Correspondence Received by Board

- Please provide any correspondence that does not reference a specific student, received by Board staff (central or school based) regarding the use of blocking shields (or similar devices) with SCDSB students, such as but not limited to: Memos; letters; emails; etc.

Research

- Please provide any research obtained by the SCDSB relevant to the use of blocking shields (or similar devices) with special education students, such as but not limited to: published articles; use at other boards (including conditions of use, training, etc.); evidence of best practices; etc.

Instructions

- Please provide any instructions prepared or issued by SCDSB staff regarding the use of blocking shields (or similar devices) with SCDSB students, such as but no limited to: guidelines; training materials; etc.

Usage

- Director Wallace has clarified that blocking shields have been in use in the SCDSB since the fall of 2010. Please provide details with respect to that usage within the SCDSB, such as but not limited to:
 - which schools were the blocking shields sent to
 - what criteria was used to determine which schools received blocking shields
 - what instructions accompanied the blocking shields sent to schools
 - what training was provided to administrators, teachers and EAs in the use of blocking shields at the schools where they were sent
 - what percentage of staff using blocking shields had training – prior to using the blocking shields and to date
 - how many blocking shields were sent to schools
 - how many students were the blocking shields used with
 - how many blocking shields were returned by schools
 - what reasons were given by schools for returning the blocking shields
 - how many blocking shields are still in use
 - how many students are the blocking shields used with currently
 - how many students are there in the in the classes in which blocking shields were used
 - how many students are there in the classes where blocking shields are currently being used
 - how many of the safety plans of the students with whom blocking shields were used deal with the use of blocking shields
 - how many of the safety plans of the students with whom blocking shields are currently used deal with the use of blocking shields
 - have the parents of all the students in a class where blocking shields have been used been apprised of their use in their son's/daughter's class
 - where are the blocking shields being used: in the class?; in the school?; on school property?; off school property? – please elaborate
 - when are the blocking shields being used: when there is an incident? (what kind of incident?); at all times?; in some other manner? – please elaborate
 - what kind of reporting in in place with respect to the use of the blocking shields
 - what feedback/review mechanisms are in place regarding the use of the blocking shields
 - et cetera

Anything else that Board staff feel should be considered as part of deliberation with respect to the use of blocking shields (or similar devices).

Thank you,

James Hall
Vice Chair
SCDSB SEAC

CONSULTATION PROCESS

The consultation process is designed to be procedurally fair and transparent using these formats:

- Special Education Advisory Committee Meeting
 - Joint Health and Safety Committee Meeting
 - Regional Principals' Meetings
 - Parent Involvement Committee
 - School Council Meetings
 - Community Stakeholders Consultation Meeting
-
- The results of these consultation sessions will be reviewed by an administrative team including Superintendent Hili, Superintendent Jeffs, Associate Director Medysky, Principal Gumbrell and Senior Safety Officer Quinlan who will then prepare a report updating the Program Standing Committee in June 2012.

The proposed agenda is as follows:

● Welcome and Overview of Process	10 Minutes
● Legislated Compliance	10 Minutes
● Strategies to Protect Students and Staff	15 Minutes
● Use of Foam Pads as Protective Equipment	10 Minutes
● Comments and Questions Options and Alternatives	40 Minutes
● Closing Remarks	5 Minutes

TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: The By-law Committee

SUBJECT: **REPORT OF THE BY-LAW COMMITTEE MEETING
HELD ON MONDAY, APRIL 30, 2012**

A meeting of the By-law Committee was held on Monday, April 30, 2012 at the Education Centre.

PRESENT:

Committee Members: (Voting)
Peter Beacock (Chairperson), Nicole Black, Robert North,
Caroline Smith, Christine Williams.

PRESENT:

Non-voting Member: Debra Edwards.

REGRET:

Committee Member Suzanne Ley.

Staff

Kathryn Wallace.

**Recording
Secretary**

Lena Robyn.

The Chairperson called the meeting to order at 5:15 p.m.

1. **Election of Vice-chairperson of the By-law Committee**

MOTION

Moved by Caroline Smith
Seconded by Peter Beacock

That Trustee Christine Williams be elected as Vice-chairperson of the By-law Committee.

Trustee Williams indicated that she would stand.

As there were no further nominations, Trustee Williams was acclaimed as the Vice-chairperson of the By-law Committee.

Trustee Williams assumed the Vice-chair at this time.

2. Approval of the Agenda

Moved by Christine Williams
Seconded by Peter Beacock

That the agenda be approved as printed.

CARRIED

3. Article IV: Board of Trustees Item #1

The Committee discussed the requirements of trustee attendance at standing committee and board meetings. It was agreed to revise this section to be consistent with what is currently in the Education Act.

Moved by Christine Williams
Seconded by Nicole Black

That the By-law Committee recommend that the Board revise Item #1 of Article IV: Board of Trustees, as set out in APPENDIX A of Report No. D-6-b, dated May 23, 2012.

CARRIED

4. Statutory/Advisory Committee Recommendations

The Committee discussed the inclusion of a procedure for statutory/advisory committees to present recommendation(s) to standing committees and board meetings if they wish to do so. The requirement would be that the Chairperson or designate of the statutory/advisory committee would speak to the recommendation(s). This will be an additional article that will be inserted within the Board By-laws.

Moved by Nicole Black
Seconded by Christine Williams

That the By-law Committee recommend that the Board include a section in the Board By-laws entitled Statutory/Advisory Committee Recommendations, as set out in APPENDIX A of Report No. D-6-b, dated May 23, 2012.

CARRIED

5. Item #31 – Committee Minutes and Reports

Moved by Nicole Black
Seconded by Christine Williams

That the By-law Committee recommend that the Board replace the word Ad-hoc with Special under Item #31 of Committee Minutes and Reports as set out in APPENDIX A of Report No. D-6, dated May 2012.

CARRIED

A Notice of Motion will be brought forward at the May 23, 2012 Board meeting for the suggested by-law revisions.

6. Other Matters

A question was raised regarding the right to speak to an item prior to the motion being moved and seconded. This will be discussed at a future By-law Committee meeting.

MOTION TO ADJOURN

Moved by Nicole Black
Seconded by Caroline Smith

That the By-law Committee meeting be adjourned at 7:15 p.m.

CARRIED

7. Report Status

This report is provided as information.

Respectfully submitted by:

The By-law Committee

Approved for submission by:

Kathryn Wallace
Director of Education

ARTICLE III: BOARD CHAIRPERSON AND BOARD VICE-CHAIRPERSON

1. No member of the Board will be elected to the office of Board Chairperson for more than two consecutive one-year terms unless a majority of members present and voting approves three or more consecutive terms.
2. If a vacancy occurs in the office of the Chairperson or Vice-Chairperson, the Board shall elect a new Chairperson or Vice-Chairperson at the first Board meeting following the vacancy in accordance with Appendix A.
3. The Chairperson shall preside at all regular and special meetings of the Board and ARC special Board meetings in accordance with the rules and procedures described in Appendix B. In the event the Chairperson is absent or declines to assume the chair, the Vice-Chairperson shall preside. In the event both of these officers are absent or decline to assume the chair, the members shall elect another member to preside pro tem, and may elect a further member to assist.
4. The official spokesperson for the Board on all matters within the jurisdiction of the Board is the Chairperson of the Board or designate.
5. The Vice-Chairperson will preside at the meetings of the Board when resolved into a committee of the whole Board in accordance with the rules and procedures described in Appendix B.
6. The Vice-Chairperson will Chair the By-law Committees.
7. The Chairperson shall be considered as ex-officio member of all committees except the Audit Committee.

ARTICLE IV: BOARD OF TRUSTEES

1. ~~Members are entitled to attend standing committee meetings.~~ Members of the Board are encouraged to attend other committee meetings as detailed in the Board approved Selection Committee report but are non-voting members. A member of a board shall attend and participate in meetings of the board, including meetings of board committees of which he or she is a member.
2. Reports of all standing committees and meetings of the Board will be printed with the names of members present, absent and regrets. In accordance with Ontario Regulation 463/97 Electronic Meetings, a member of the Board who participates through electronic means shall be deemed present.
3. Repeated absenteeism and/or vacancy by a member from meetings of the Board, and vacancies caused by the resignation, death, or incapacitation of a member before the end of a term, will be handled in accordance with Section 219 – Section 229, Part VII – Board Members – Qualifications, Resignations and Vacancies of the Education Act.

ARTICLE V: STANDING COMMITTEES OF THE BOARD

1. The standing committees of the Board are:
 1. Business and Facilities (first Wednesday of the month at 6:00 p.m.)
 2. Human Resources (second Wednesday of the month at 6:00 p.m.)
 2. Program Services (second Wednesday of the month at 7:00 p.m.)Standing Committee meetings will not take place in December during an election year.
2. The order of business for public standing committee meeting will be as follows:
 1. Approval of Agenda
 2. Declaration of Conflicts of Interest
 3. Presentations/Delegations
 4. Items for Decision
 5. Items for Information

6. Correspondence
 7. Other Matters
 8. Notices of Motion for next meeting
3. The order of business for closed standing committee meetings will be as follows:
 1. Approval of Agenda
 2. Declaration of conflicts of Interest
 3. Presentations/Delegations
 4. Items for Decision
 5. Items for Information
 6. Correspondence
 7. Other Matters
 8. Notices of Motion for next meeting
 9. Rise and Report to Committee of the Whole Board
 4. All members of the Board will be members of all standing committees of the Board. The quorum of a standing committee shall be six members of the committee.
 - 4.1 Should there be no quorum present 30 minutes after the time appointed for the meeting, the names of members present and absent will be recorded, and the meeting will not convene.
 - 4.2 Should any committee meeting be cancelled due to inclement weather or other circumstances, the meeting will be re-scheduled at the discretion of the Chairperson of the committee and provide a minimum of 48 hours notice.
 - 4.3 Additional standing committee meetings shall be called by the Committee Chairperson with a minimum of five business days in advance.
 5. Additional business shall only be considered at a meeting under "other matters".
 6. Items brought forward under "other matters" will be for discussion only.
 7. In the event of a continuance meeting of a Standing Committee, the report of the first session will be presented at the next regular Board meeting.

ARTICLE VI: STATUTORY/ADVISORY COMMITTEE RECOMMENDATIONS

1. Statutory/Advisory committees may make recommendations to the Board that are within their mandate and as governed by the Education Act. Should a statutory/advisory committee wish to speak to their recommendation, the Chairperson of the statutory /advisory committee or their designate will be called upon to provide a background to the statutory/advisory committee's recommendation. In the absence of the Chairperson of the statutory/advisory committee, he/she may call upon a trustee member to speak to any recommendation.
2. When presenting a recommendation to the Board, the Chairperson of the statutory/advisory committee or designate shall be allowed up to ten minutes of time, inclusive of questions of clarification from trustees. Any extension of this time may be granted by the Chairperson of the standing committee or of the Board. Debate of any recommendations between trustees and/or the presenter shall be ruled out of order.
3. Time sensitive motions will require a written report to the Board, one week prior to the Board or standing committee meeting at which the item will be considered. The responsibility for providing additional background information shall rest with the Chairperson of the statutory/advisory committee or designate and be submitted through the Superintendent assigned to that committee.
4. When speaking to a recommendation, if a Chairperson or designate of the statutory/advisory committee wishes to speak, they will be permitted to come to the table.
5. Only members of the Board, as defined by the Education Act and these by-laws may move, second and then speak to the recommendations before the Board.

Committee of the Whole

When an assembly wants to take advantage of the less formal rules of a committee, but still wants to do the work itself, it refers the business or motion it is dealing with to a committee made up of all its members and carries out the discussion immediately by turning itself into a Committee of the Whole. Hence, a motion to move into a *Committee of the Whole* is only a special form of "refer to committee". As with any other committee, a Committee of the Whole must report back to the assembly that created it when it has determined its recommendations on the task it was given. In turn, the assembly, when it has received the recommendations from the Committee of the Whole, decides by motion what actions to take.

28. *Committee of the Whole* is chaired by the Vice-Chairperson of the Board, members can make resolutions or amendments in the form of recommendations, move to "rise and report", raise points of order and appeal, but other motions are not permitted. Members may speak more than twice to the same question at the discretion of the Chairperson. When the members have finished the task, a motion is made to "rise and report". The proceedings are not recorded; only their outcome as contained in the report to the assembly is recorded in the minutes.

When used for a closed session, the motions are "to go into Committee of the Whole in closed session" and "to rise and report in open session".

29. *Informal Consideration* does not involve the formation of a committee. The motion is to "consider the question informally", and this only relates to there being no limit on the number of speeches on the main question or its amendments. All votes are formal, and all other rules of order apply. Proceedings are recorded. There is no need to rise and report when the main question has been disposed of, because that action automatically causes the informal consideration to cease.

Committee Minutes and Reports

30. Minutes are a record of information and actions by the Board and committees. Committee minutes are primarily intended for giving information, and should summarize important work done by the committee. Such minutes may contain recommendations. Minutes provide a brief record of how each motion is disposed of by the Board rather than a verbatim recounting of the discussion.

31. Reports provide information in either a written, verbal and/or visual format. Reports, whether from a standing, statutory or **special Ad-hoc** committee, are generally kept as brief as possible and may contain recommendation(s).

Electronic Meetings

32. All Board and committee meetings will be conducted as required in compliance with Ontario Regulation 463/97 Electronic Meetings under the Education Act and SCDSB Policy 2140 Electronic Meetings.

TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: Business and Facilities Standing Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE BUSINESS AND
FACILITIES STANDING COMMITTEE MEETING HELD
WEDNESDAY, MAY 2, 2012**

The Business and Facilities Standing Committee met in Public Session on Wednesday, May 2, 2012, at the Education Centre.

PRESENT:

Committee Members

Donna Armstrong, Peter Beacock, Nicole Black (Vice Chairperson), Debra Edwards, Jodi Lloyd (Chairperson), Michele Locke, Krista Mayne, Robert North.

Administration

Steve Blake, John Dance, Brian Jeffs, Paula Murphy, Anita Simpson, Kathryn Wallace.

Student Trustees

Victoria Edwards.

Staff

Debbie Clarke, Karen Cote, Corry Van Nispen.

REGRETS:

Committee Members

Suzanne Ley, Amanda Monague, Caroline Smith, Christine Williams.

Administration

Kathy Bailey, Phyllis Hili, Janis Medysky, Paul Sloan.

ABSENT:

Student Trustees

Frank Li, Matt Stergiou.

Recording Secretary

Tina Bazuk.

Approval of the Agenda

MOTION

Moved by Peter Beacock
Seconded by Michele Locke

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

Presentations/Delegations

John Dance, Superintendent of Facility Services introduced Lexi Dearborn from Dearborn Designs and Kathleen Corrigan, SCDSB Literacy K-12 Itinerant Resource Teacher. Resource Teacher Corrigan provided an overview of the project and Ms. Dearborn presented the components of design for the Full Day Kindergarten Outdoor Classroom.

Ms. Dearborn responded to questions from trustees at this time.

Items for Decision - Nil

Items for Information

1. Full Day Kindergarten Outdoor Classroom (BF-I-1)

Superintendent Dance provided an overview of the report. Full Day Kindergarten (FDK)/Early Learning Program, incorporates outdoor experiences into the daily play-based programming. In an effort to meet ministry mandate, and offer our students the best possible experiences, eleven elements have been identified as critical areas of focus for outdoor play. Imagination, motor skills and an awareness of the natural world are key to ensuring that each school has the elements included in their play yards.

Superintendent Dance responded to questions from trustees at this time.

This report was provided for information.

2. SCDSB Public Website Analytics Yearly Trends 2012 (BF-I-2)

Superintendent Dance introduced Debbie Clarke, Manager of Communications who provided an overview of the analytics in the report which are used to monitor the effectiveness of the website and improve ease of use and functionality for users.

Manager Clarke responded to questions from trustees at this time.

This report was provided for information.

3. Contract Awards Within Approved Budget (BF-I-3)

Brian Jeffs, Superintendent of Business Services, provided an overview of the report which summarized the awarded contracts within approved budget.

Superintendent Jeffs responded to questions from trustees at this time.

This report was provided for information.

4. Update on Pursuit of Barrie Central Partnerships (BF-I-4)

Kathryn Wallace, Director of Education, provided the quarterly update on the pursuit of Barrie Central partnerships. At this time, meetings are ongoing with a number of organizations as we continue to pursue viable financial partnerships. It still appears that it is in the board's interests in this initiative, that the development and release of Request for Proposal (RFP) takes place in the fall of this year. A Site plan is currently being developed by the City of Barrie that will place the board in a favorable position as potential partners are considered in our process.

Director Wallace responded to questions from trustees at this time.

This report was provided for information.

5. Allocation of Community Use of Schools Program Funds (BF-I-5)

Superintendent Dance provided an overview of the report which outlines the allocation of community use of schools program funds. This program is funded by an annual grant. Boards are to apply any unspent annual funding to eligible costs as stated in the program guidelines.

Superintendent Dance responded to questions from trustees at this time.

This report was provided for information.

6. Transportation Efficiencies (BF-I-6)

Superintendent Dance provided an overview of the report which outlines transportation efficiencies. The Simcoe County Student Transportation Consortium (SCSTC) proposes transportation efficiencies that result in financial savings and route time changes on an ongoing basis.

For 2012-2013 the SCSTC has proposed several changes to bell times. These changes fall within the bell time policy and will be communicated to the schools involved in the next couple of weeks.

MOTION

Moved by Peter Beacock
Seconded by Debra Edwards

That the committee recess at this time.

CARRIED

7. 2012-2013 Projected Operating Revenue (BF-I-7)

Superintendent Jeffs provided an overview of the 2012-2013 Projected Operating Revenue. As a follow up to the discussion in April regarding the Ontario Budget and GSN summaries a report was provided that gives further detail regarding key components of the 2012-2013 GSN grants that support public education in Ontario.

Superintendent Jeffs responded to questions from trustees at this time.

This report was provided for information.

Correspondence – Nil

Other Matters - Nil

Notices of Motion for Next Meeting - Nil

MOTION

Moved by Peter Beacock
Seconded by Michele Locke

That the meeting be adjourned at 7:35 p.m.

CARRIED

Report Status

This report is provided as information.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

John Dance
Superintendent of Facility Services

Approved for submission by:

Kathryn Wallace
Directory of Education

May 23, 2012

TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: Human Resources Standing Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE HUMAN RESOURCES
STANDING COMMITTEE MEETING HELD WEDNESDAY, MAY 9, 2012**

The Human Resources Standing Committee met in Public Session on Wednesday, May 9, 2012, at the Education Centre.

PRESENT:

Committee Members

Donna Armstrong (Chairperson), Nicole Black, Peter Beacock, Debra Edwards, Suzanne Ley, Jodi Lloyd, Michele Locke, Krista Mayne, Amanda Monague, Robert North, Caroline Smith, Christine Williams (Vice-Chairperson).

Student Trustees

Victoria Edwards.

Administration

Kathy Bailey, Steve Blake, Phyllis Hili, Janis Medysky, Paula Murphy, Anita Simpson, Paul Sloan, Kathryn Wallace.

ABSENT:

Student Trustees

Frank Li, Matt Stergiou.

Recording Secretary

Kary Hancock.

Chairperson Armstrong called the meeting to order at 6:05 p.m.

Approval of the Agenda

MOTION

Moved by Nicole Black
Seconded by Peter Beacock

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

Presentations/Delegations - Nil

MOTION

Moved by Michele Locke
Seconded by Peter Beacock

That the Human Resources Standing Committee move into closed session.

CARRIED

Trustee North entered the meeting at this time.

The Human Resources Standing Committee reconvened in public session at 6:30 p.m.

Items for Decision - Nil

Items for Information

1. **Update on Insurance Trust (Verbal)**

Janis Medysky, Associate Director, reported that the motion was presented to the Superior Court of Justice yesterday to approve distribution of the Board's gross share of the Insurance Trust.

Legal counsel, Markus Kremer, presented the entire motion to the judge and there was one objection to our motion. A group of retired employees led by Mary Hay presented their objection through their legal counsel. They feel the method is inequitable and it excludes a large number of members that made significant contributions to the trust. They also indicate that they could assist with determining accurate information regarding past non-unionized employees. They claim to date they have found up to 300 additional people.

Both sides have asked the judge to provide direction. Justice Penny is presiding and he is the same judge that made the decision on the wind up of the trust.

Associate Director Medysky responded to questions from trustees at this time.

Correspondence - Nil

Other Matters – Nil

Notices of Motion for next meeting - Nil

MOTION

Moved by Peter Beacock
Seconded by Michele Locke

That the meeting be adjourned at 6:40 p.m.

CARRIED

1. Report Status

This report was provided for information.

Respectfully submitted by:

Janis Medysky
Associate Director

Approved for submission by:

Kathryn Wallace
Director of Education

TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: Business and Facilities Standing Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE BUSINESS AND
FACILITIES STANDING COMMITTEE MEETING HELD
WEDNESDAY, MAY 16, 2012**

The Business and Facilities Standing Committee met in Public Session on Wednesday, May 16, 2012, at the Education Centre.

PRESENT:

Committee Members

Donna Armstrong, Peter Beacock, Debra Edwards, Suzanne Ley (fulfilling the role of Vice-Chairperson), Jodi Lloyd (Chairperson), Michele Locke, Krista Mayne, Robert North, Caroline Smith.

Administration

Kathy Bailey, Steve Blake, John Dance, Phyllis Hili, Brian Jeffs, Janis Medysky, Anita Simpson, Paul Sloan, Kathryn Wallace.

Student Trustees

Victoria Edwards.

Staff

Karen Côté, David Few, Corry Van Nispen.

REGRETS:

Committee Members

Nicole Black, Christine Williams.

ABSENT:

Committee Members

Amanda Monague,

Student Trustees

Frank Li, Matt Stergiou.

Recording Secretary

Tina Bazuk.

Approval of the Agenda

MOTION

Moved by Michele Locke
Seconded by Robert North

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

Election of Vice-Chairperson

In the absence of Vice-Chairperson Black, Chairperson Lloyd called for nominations for the position of Vice-Chairperson of the Business and Facilities Standing Committee for the evening.

Moved by Michele Locke
Seconded by Donna Armstrong

That Trustee Ley be nominated for election as Vice-Chairperson of the Business and Facilities Standing Committee for the evening.

Trustee Ley indicated that she would stand.

Chairperson Lloyd called for further nominations for the position of Vice-Chairperson of the Business and Facilities Standing Committee.

There being no further nominations, Trustee Ley was acclaimed as Vice-Chairperson of the Business and Facilities Standing Committee for the evening.

CARRIED

Trustee Ley assumed the position of Vice-Chairperson at this time.

MOTION

Moved by Michele Locke
Seconded by Krista Mayne

That the Business and Facilities Standing Committee move into Closed Session.

CARRIED

The Business and Facilities Standing Committee reconvened in Public Session at 7:00 p.m.

MOTION

Moved by Peter Beacock
Seconded by Robert North

That the committee recess at this time.

CARRIED

Presentations/Delegations - Nil

Items for Decision

1. Kilometrage Reimbursement (BF-D-1)

Brian Jeffs, Superintendent of Business Services provided an overview of the report. All boards have recently received direction from the Assistant Deputy Minister that it is the Ministries expectation that School Boards move to align themselves with the Ontario Public Services (OPS) expense reimbursement rates. When comparing the current SCDSB kilometrage reimbursement rate with the leading practice OPS rate and the provincial-wide average school board rate, there is reason to consider a reduction in the current rate of reimbursement

Superintendent Jeffs and Kathryn Wallace, Director of Education responded to questions from trustees at this time.

A lengthy discussion took place regarding the suggested changes to the kilometrage rate. Trustees indicated that a motion was approved in 2008 that the kilometrage rate be adjusted annually, in January of each year, to reflect the automobile allowance rate published by Canada Revenue Agency for that year and that the motion would have to be rescinded in order to follow procedural guidelines.

Items for Information

1. 2012-2013 Proposed Operating and Capital Budget (BF-I-1)

Superintendent Jeffs expressed his appreciation to Kathryn Wallace, Director of Education and fellow colleagues for there expertise throughout this process. Superintendent Jeffs thanked Corry Van Nispen, Controller and Karen Côté, Assistant Manager of Budget and Financial Reporting, Mike Foley, Financial Analyst and senior staff for their support in preparing this budget.

The proposed 2012-2013 budget is aligned with the goals and priorities of the board, as articulated in the Simcoe Path and the Board Improvement Plan. The budget is compliant with all regulatory and contractual obligations of the board, and reflects a commitment to improving outcomes in learning, teaching and leading. The proposed budget is balanced according to the definition of a balanced budget for school boards and is compliant with enveloping requirements for Special Education and Board Administration and Governance.

Superintendent Jeffs, John Dance, Superintendent of Facility Services and Phyllis Hili, Superintendent of Education responded to questions from trustees at this time.

Superintendent Jeffs provided an overview of the Grants for Student Needs (GSN) both under general and special purpose which shows a decrease of 1.25% for the 2012-2013 proposed budget with total revenue before deferred capital contributions showing an increase of 0.54%.

Superintendent Jeffs responded to questions from trustees at this time.

Superintendent Jeffs provided an overview of the Operating Expenditures which are resulting in a 0.5% increase.

Superintendent Jeffs responded to questions from trustees at this time.

Superintendent Jeffs provided an overview of the Debt Carrying Costs for Existing Capital Debentures and Loans and Capital Budget. The Ministry of Education has introduced amendments to the financial accountability sections of the Education Act that came into effect in September 2010, dramatically changing capital funding. This involved a wrap-up of the existing capital model. The Province will now recognize and support the debt of the Board based on approved expenditures presented in the Board's Capital Wrap-Up Template. The Board will receive cash flow payments from the Ministry to meet its annual debt repayment and long term interest obligations.

Superintendent Jeffs, Superintendent Dance and David Few, Manager of Planning, Community Use and Enrolment responded to questions from trustees at this time.

Superintendent Jeffs provided an overview of the Accumulated Surplus (Available for Compliance) and Deferred Revenue.

Superintendent Jeffs, Superintendent Dance and Director Wallace responded to questions from trustees at this time.

More details related to the Accumulated Surplus along with the Supporting Schedules will be brought forward to the next Budget meeting on Tuesday, May 22, 2012.

Additional budget deliberations are scheduled for May 22, 2012, May 31, 2012 (if required) and June 6, 2012.

This report was provided for information.

Correspondence – Nil

Other Matters - Nil

Notices of Motion for Next Meeting - Nil

MOTION

Moved by Debra Edwards
Seconded by Caroline Smith

That the meeting be adjourned at 9:00 p.m.

CARRIED

Report Status

This report is provided as information.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

Approved for submission by:

Kathryn Wallace
Directory of Education

May 23, 2012