

SIMCOE COUNTY DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING - WEDNESDAY, SEPTEMBER 28, 2011

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 Regular Meeting of the Board held August 24, 2011
- (4) Declaration of Conflicts of Interest

CLOSED SESSION

- B. Committee of the Whole

PUBLIC SESSION

- C. (1) Report from Student Trustees
- (2) Presentations/Delegations
 - Trustee Tribute
Nadine Cormack, W.H. Day Elementary School Teacher

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
 - (a) Notice of Motion from the August 24, 2011 Board Meeting
- (3) Notice of Time Sensitive Motions from Statutory Committees - Nil
- (4) Committee Minutes/Reports - Items for Decision
 - (a) Report of the Public Session of the Human Resources Standing Committee Meeting held September 7, 2011
 - (b) Report of the Public Session of the Business and Facilities Standing Committee Meeting held September 14, 2011
- (5) Staff Reports – Items for Decision
 - (a) Accommodation Review Committee (ARC) Membership Update: ARC 2011:01 and ARC 2011:02

(6) Committee Minutes/Reports - Items for Information

- (a) Report of the Special Education Advisory Committee Meeting held June 6, 2011
- (b) Report of the Program Standing Committee Meeting held September 7, 2011
- (c) Report of the By-law Committee Meeting held September 8, 2011

(7) Staff Reports - Items for Information

- (a) Review of Policies for 2011-2012

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
 - 1. Correspondence from the Office of the Prime Minister Re: Funding for First Nations Education
 - 2. Correspondence to Mayor Orsi and Members of Council Re: Potential Partnerships/City of Orillia/SCDSB
 - 3. Letter to the Editor of the Orillia Packet and Times Re: Facility Partnerships

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

Business and Facilities Standing Committee Meeting – October 5, 2011 at 6:00 p.m. – Georgian Room

Human Resource Standing Committee Meeting – October 12, 2011 at 6:00 p.m. Georgian Room

Program Standing Committee Meeting – October 12, 2011 at 7:00 p.m. – Georgian Room

Special Education Advisory Committee Meeting – October 17, 2011 at 7:00 p.m. – Georgian Room

First Nations Advisory Committee Meeting – October 19, 2011 at 10:00 a.m. – Georgian Room

Parent Involvement Committee Meeting – October 19, 2011 at 5:00 p.m. – Couchiching Room

Regular Meeting of the Board – October 26, 2011 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, SEPTEMBER 28, 2011

| REPORT | FYI | Decision Req. | MOTION |
|--|------------|----------------------|---|
| | | | Call Meeting to order. Roll Call |
| | | √ | That the agenda be approved as printed. |
| A-3-a Board Minutes August 24, 2011 | | √ | That the Minutes of the Board held Wednesday, August 24, 2011 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 Presentations/Delegations/ Trustee Tributes | | | Nadine Cormack, W.H. Day Elementary School Teacher |
| D-1 | | √ | Report from the Closed Session of the Board in Committee of the Whole |
| D-2-a Notice of Motion from the August 24, 2011 Board Meeting | | √ | To rescind the following Motion: That the Board approve that a Pupil Accommodation Review be undertaken, commencing in September 2011 in the North Elementary Planning Review Area that includes Coldwater Public School, Moonstone Elementary School and Warminster Public School, as set out in Report No. BF-D-2, Capital Plan 2010, dated November 10, 2010. |
| D-4-a Human Resources September 7, 2011 | | √ | That the Board approve the revisions to Policy No. 3115, Accessibility Standards for Customer Service, as set out in Report No. HR-D-1, Revision to Policy No. 3115, Accessibility Standards for Customer Service, APPENDIX C, dated September 7, 2011. |
| D-4-b Business & Facilities September 14, 2011 | | √ | (1) That the Board approve the Annual Renewal project list in the amount of \$8,540,040, as set out in APPENDIX A of Report No. BF-D-1, Proposed Annual Renewal Project List 2011-2012, dated September 14, 2011. |
| | | √ | (2) That the Board approve the Proposed School Condition Improvement project list in the amount of \$3,530,724, as set out in APPENDIX A of Report No. BF-D-2, Proposed School Condition Improvements Project List 2011-2012, dated September 14, 2011. |

SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 2
 SEPTEMBER 28, 2011

| | | | |
|---|---|---|---|
| (D-5-a) Accommodation Review Committee (ARC) Membership Update: ARC 2011:01 and ARC 2011:02 | | √ | (1) That the Board approve the ARC membership for ARC 2011:01 (Port McNicoll PS, Victoria Harbour ES, Waubaushene Pines ES, and Waubaushene ES), as set out in APPENDIX A of Report No. D-5-a, Accommodation Review Committee (ARC) Membership Update: ARC 2011:01 and ARC 2011:02, dated September 28, 2011. |
| | | √ | (2) That the board approve the ARC membership for ARC 2011:02 (Coldwater PS, Moonstone ES, and Warminster PS), as set out in APPENDIX B of Report No. D-5-a, Accommodation Review Committee (ARC) Membership Update: ARC 2011:01 and ARC 2011:02, dated September 28, 2011. |
| D-6-a SEAC – June 6, 2011 | √ | | |
| D-6-b Program Committee – September 7, 2011 | √ | | |
| D-6-c By-law Committee September 8, 2011 | √ | | |
| D-7-a Review of Policies for 2011-2012 | √ | | |
| 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 | | | <ol style="list-style-type: none"> 1. Correspondence from the Office of the Prime Minister Re: Funding for First Nations Education 2. Correspondence to Mayor Orsi and Members of Council City of Orillia Re: Potential Partnerships/City of Orillia/SCDSB 3. Letter to the Editor of the Orillia Packet and Times Re: Facility partnerships |
| 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 REGULAR MEETING OF THE
BOARD HELD AUGUST 24, 2011**

The regular meeting of the Simcoe County District School Board was held on Wednesday, August 24, 2011 at the Education Centre.

A. (1) Roll Call

PRESENT:
Trustees

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

REGRETS:
Trustee

Nicole Black.

ABSENT:
Trustee

Jeff Monague.

PRESENT:
Student Trustee

Matt Stergiou.

REGRETS:
Student Trustee

Victoria Edwards.

ABSENT:
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 Krista Mayne
Seconded by Michele Locke

That the Agenda be approved as printed.

CARRIED

(3) Approval of Minutes

Minutes of the Special Meeting of the Board
held Thursday, June 16, 2011 (A-3-a)

Moved by Donna Armstrong
Seconded by Christine Williams

That the Minutes of the Special Meeting of the Board held Thursday, June 16, 2011 be
approved as printed.

CARRIED

Minutes of the Regular Meeting of the Board held June 22, 2011 (A-3-b)

Moved by Suzanne Ley
Seconded by Peter Beacock

That the Minutes of the Regular Meeting of the Board held Wednesday, June 22, 2011 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 Matt Stergiou noted that the Student Trustees are proposing to focus on three areas this year:

- Bottled water in school environments
- School clothing that is produced in socially responsible ways
- Advanced placement programs

(2) Presentation/Delegations

Trustee Tribute

1. Judah Page, Student, Nottawasaga & Creemore Public School Re: Provincial Runner-up Legion Public Speaking Contest & Student Representative on Safe Schools Committee

Vice-Chairperson Caroline Smith recognized the achievements of Judah Page who was Provincial Runner-up in the recent Royal Canadian Legion Public Speaking Contest and was a student representative on the Safe Schools Committee. Judah's winning speech was on the topic of bullying, specifically about the tragic death of a student in the United States as a result of bullying. Vice-Chairperson Smith noted that the speech was clearly written, passionate and enlightening and shared the lesson of how important it is to be involved in anti-bullying initiatives.

2. Sierra McLean, Student, Connaught Public School Re: Winner of the TD Canadian Children's Book Week Writing Contest for 2011

Vice-Chairperson Smith recognized the achievements of Sierra McLean who won the TD Canadian Children's Book Week Writing Contest for 2011. Vice-Chairperson Smith praised Sierra's award-winning submission entitled Sky High. Sierra wrote about her teacher's dynamic and passionate lessons regarding the Monarch butterfly and its migration patterns and challenges. The young author mixed fiction and non-fiction while sharing the engaging story of how Mrs. Cuthbert helped her class discover ways to support this endangered species.

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 August 24, 2011:

That the Board ratify the following recommendations taken in the Closed Session meeting of the Committee of the Whole on Wednesday, August 24, 2011:

(1,2)

Moved by Suzanne Ley

Seconded by Michele Locke

(1)

#BP-2011-08-24-141

That the Board approve a three year lease renewal extension for the Barrie Alternative and Young Parent Program, as set out in Report No. CL-B-2-a, Barrie Alternative and Young Parent Program Lease Renewal.

(2)

#BP-2011-08-24-142

That the Board approve the school administrator appointment, as set out in Report No. CL-B-2-b, School Administrator Appointment, dated August 24, 2011.

CARRIED

(2) Matters Arising from Previous Meeting:

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

Notice of Motion from the June 22, 2011 Board Meeting (D-2-a)

(1,2,3)

Moved by Caroline Smith

Seconded by Krista Mayne

(1)

#BP-2011-08-24-143

Under Article II: Meetings of the Board – Committee Meetings in Closed Session – Order of Business

- Include “Notices of Motion for Next Meeting” as an additional agenda item.

AMENDMENT

Moved by Peter Beacock

Seconded by Suzanne Ley

#BP-2011-08-24-143AW

Under Article II: Meetings of the Board – Committee Meetings in Closed Session – Order of Business

- Include “Notices of Motion” as an additional agenda item.

The above amendment was withdrawn.

The above topic will be discussed at the next By-law Committee meeting.

(2)

#BP-2011-08-24-144

Under Article II: Meetings of the Board, Regular Board Meetings

- Revise item # 5 to read "materials to be considered at a Board meeting will be available to trustees electronically or by courier, as required.

(3)

#BP-2011-08-24-145

Under Article V: Standing Committees of the Board

- Business and Facilities Standing Committee meetings (held on the first Wednesday of the month at 6:00 p.m.)
- Human Resources meetings (held on the second Wednesday of the month at 6:00 p.m.)
- Program Standing Committee meetings (held on the second Wednesday of the month at 7:00 p.m.)

CARRIED

The new schedule of standing committee meetings will be effective in October 2011.

(3) **Notice of Time Sensitive Motions from Statutory Committee** - Nil

(4) **Committee Minutes/Reports – Items for Decision** - Nil

(5) **Staff Reports – Items for Decision**

Schedule of Board Meetings (D-5-a)

A change in the schedule of upcoming Board meetings is required due to the winter break, the OPSBA Symposium being held in January 2012 and commencements taking place in June 2012.

(1,2,3)

Moved by Michele Locke

Seconded by Robert North

(1)

#BP-2011-08-24-146

That the Board approve the rescheduling of the December Board meeting from Wednesday, December 28, 2011 to Wednesday, December 21, 2011, as set out in Report No. D-5-a, Schedule of Board Meetings, dated August 24, 2011.

(2)

#BP-2011-08-24-147

That the Board approve the rescheduling of the January Board meeting from Wednesday, January 25, 2012 to Wednesday, January 18, 2012, as set out in Report No. D-5-a, Schedule of Board Meetings, dated August 24, 2011.

(3)

#BP-2011-08-24-148

That the Board approve the rescheduling of the June Board meeting from Wednesday, June 27, 2012 to Wednesday, June 20, 2012, as set out in Report No. D-5-a, Schedule of Board Meetings, dated August 24, 2011.

CARRIED

2011-2012 Ontario Public School Boards' Association Membership Fee (D-5-b)

Trustee Locke spoke to the benefits of the Board being a member of the Ontario Public School Boards' Association.

Moved by Michele Locke
Seconded by Robert North

#BP-2011-08-24-149

That the Board authorize the Director to submit the OPSBA membership fee for 2011-2012, as set out in Report No. D-5-b, 2011-2012 OPSBA Membership Fee, dated August 24, 2011.

CARRIED

Student Activity Fees Policy (D-5-c)

John Dance, Superintendent of Facility Services provided an overview of the report. Results of the consultation on the revisions to Policy No. 4315 reflect a significant level of support for the policy. The consultation was promoted to school communities and the broader community with support from the SCDSB Communications Department. All stakeholders in the school community were invited to complete a survey, including teachers, school councils, parents, students and staff.

Moved by Caroline Smith
Seconded by Michele Locke

#BP-2011-08-24-150

That the Board approve the proposed revisions to Policy No. 4315, Student Activity Fees, as set out in APPENDIX A of Report No. D-5-c, Revisions to Policy No. 4315, Student Activity Fees, dated August 24, 2011.

CARRIED

Accommodation Review Committee (ARC) Membership:
ARC 2011:02 and ARC 2011:02

Superintendent Dance provided a brief overview of the report. The Board approved the establishment of two Accommodation Review Committees on November 24, 2010. Requests for prospective ARC members were issued through a news release and posted on the Board's website. Application forms were sent home with all students as outlined in the APM. Requests for community representatives were sent by letter.

(1)
Moved by Jodi Lloyd
Seconded by Suzanne Ley

#BP-2011-08-24-151

That the Board approve the ARC membership for ARC 2011:01 (Port McNicoll PS, Victoria Harbour ES, Waubaushene Pines ES, Waubaushene PS), as set out in APPENDIX A of Report No. D-5-d, Accommodation Review Committee Membership: ARC 2011:01 and ARC 2011:02.

CARRIED

(2)
Moved by Donna Armstrong
Seconded by Robert North

#BP-2011-08-24-152

That the Board approve the ARC membership for ARC 2011:02 (Coldwater PS, Moonstone ES, Warminster PS), as set out in APPENDIX B of Report No. D-5-d, Accommodation Review Committee (ARC) Membership: ARC 2011:01 and ARC 2011:02.

MOTION

Moved by Peter Beacock
Seconded by Michele Locke

#BP-2011-08-24-153TD

That the above motion be tabled.

DEFEATED

(2)
Moved by Donna Armstrong
Seconded by Robert North

#BP-2011-08-24-154

That the Board approve the ARC membership for ARC 2011:02 (Coldwater PS, Moonstone ES, Warminster PS), as set out in APPENDIX B of Report No. D-5-d, Accommodation Review Committee (ARC) Membership: ARC 2011:01 and ARC 2011:02.

CARRIED

Good Places to Learn (GPL) Final Phase (D-5-e)

The Ministry has provided direction for the wrap up of the Good Places to Learn program to ensure that all available funding is utilized. Funding in the amount of \$2,435,434 remains to be utilized by the SCDSB under GPL stage IV (Final Phase).

Moved by Robert North
Seconded by Suzanne Ley

#BP-2011-08-24-155

That the Board approve the proposed Good Places to Learn Final Phase project list, as set out in APPENDIX A of Report No. D-5-e, Good Places to Learn (GPL) Final Phase, dated August 24, 2011.

CARRIED

Student Trustee Matt Stergiou left the meeting at this time.

Response to Minister of Education – Accommodation Review Committee (ARC) 2010:01 (D-5-f)

Superintendent Dance provided an overview of the report. The Board received a petition for an administrative review of the accommodation review process for ARC 2010:01. An administrative review is not an appeal of the Board's decision to close a school, but a review of the process by a Ministry appointed independent facilitator.

Moved by Robert North
Seconded by Jodi Lloyd

#BP-2011-08-24-156

That the Board approve the response to the Minister of Education confirming that Board Policy 2313 Pupil Accommodation Review was followed for ARC 2010:01, as set out in Report No. D-5-f, Response to the Minister of Education – Accommodation Review Committee (ARC) 2010:01, dated August 24, 2011.

CARRIED

(6) Committee Minutes/Reports – Items for Information

Report of the Parent Involvement Committee Meeting held April 27, 2011 (D-6-a)

This report was provided as information.

Report of the Parent Involvement Committee Meeting held June 15, 2011 (D-6-b)

This report was provided as information.

(7) Staff Reports – Items for Information - Nil

Ontario Public School Boards' Association (OPSBA) Update – September 20, 2011 (D-7-a)

Paul Sloan, Superintendent of Education provided an overview of the report. On May 17, 2011 the OPSBA issued a media release in which OPSBA recommended that its member boards hold public all-candidates meetings prior to the upcoming provincial elections in October. Senior administration felt that the organizing of such events for the general public presented several logistical challenges, however feel very much committed to promoting this dimension of the democratic process. Therefore, in light of this commitment and the OPSBA media release, a memorandum has been sent to secondary principals encouraging them to work within their schools to arrange for candidates' debates/forums.

This report was provided as information.

Paperless Meetings (D-7-b) (VERBAL)

Superintendent Dance provided trustees with a verbal report regarding the preparation for transforming Board meetings into paperless meetings. At this time, paperless meetings will only take place at the Standing Committee meetings. Board meetings will become paperless at a later date after the transition has taken place.

E. OTHER MATTERS

(1) Reports from Liaison Members

Trustee Michele Locke provided an overview of the Ontario Public School Boards' Association Annual Conference held in Ottawa in July. Trustee Locke was elected Vice-Chair of the Central East Region for OPSBA.

Chairperson Debra Edwards has accepted an invitation to become a member of Lakehead University's Advisory Committee.

(2) Notices of Motion for next meeting

Moved by Michele Locke
Seconded by Peter Beacock

To rescind the following motion:

That the Board approve that a Pupil Accommodation Review be undertaken, commencing in September 2011 in the North Elementary Planning Review Area that includes Coldwater Public School, Moonstone Elementary School and Warminster Public School, as set out in Report No. BF-D-2, Capital Plan 2010, dated November 10, 2010.

(3) Questions and Proposals from Trustees

Trustee Locke praised the professional development and training currently being delivered to SCDSB staff members during a summer session on the topic of restorative justice. Participants are being trained as facilitators of restorative circles.

Results of Board Self Evaluation Questionnaire (VERBAL)

Chairperson Edwards thanked trustees for participating in the Board Self Evaluation Questionnaire. The Chairperson noted that, overall, trustees believe they are doing an effective job in their roles with the board, and she also specified areas of opportunities and challenges. Chairperson Edwards thanked Executive Assistant Lena Robyn for her support in implementing this questionnaire.

(4) Professional Development Seminars Attendance - Nil

(5) Reports/Update from Staff - Nil

(6) Correspondence

1. Correspondence from the Ministry of Citizenship and Immigration Re: School Year 2011-2012 Adult Non-Credit Language Training Program Funding
2. Correspondence from M.P. Bruce Stanton Re: First Nation's Schools across Canada
3. Correspondence to Mayor and Members of Orillia Council Re: Partnership Opportunities with the City of Orillia
4. Correspondence from the City of Orillia Re: Proposed Facility Partnership Opportunities with the City of Barrie
5. Correspondence from Meredith Thompson-Edwards, Orillia Channel Cats Swim Club Re: Need for Pool in Orillia

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

Human Resources Standing Committee Meeting – September 7, 2011 at 6:00 p.m. – Georgian Room

Program Standing Committee Meeting – September 7, 2011 at 7:00 p.m. – Georgian Room

Business and Facilities Standing Committee Meeting – September 14, 2011 at 6:00 p.m.

Georgian Room
Special Education Advisory Committee Meeting – September 19, 2011 at 7:00 p.m. –
Georgian Room
Regular Meeting of the Board – September 28, 2011 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 Michele Locke
Seconded by Peter Beacock

That the meeting be adjourned at 9:45 p.m.

CARRIED

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

FROM: Superintendent of Facility Services

SUBJECT: **NOTICE OF MOTION FROM THE BOARD MEETING OF AUGUST 24, 2011**

1. Background

In accordance with Article II: Item 8, of the Board By-laws, Trustee Michele Locke gave NOTICE OF MOTION at the Board meeting of August 24, 2011, to introduce the following motion at the next Board meeting.

*Moved by Michele Locke
Seconded by Peter Beacock*

To rescind the following Motion:

That the Board approve that a Pupil Accommodation Review be undertaken, commencing in September 2011 in the North Elementary Planning Review Area that includes Coldwater Public School, Moonstone Elementary School and Warminster Public School, as set out in Report No. BF-D-2, Capital Plan 2010, dated November 10, 2010.

2. Current Status

The board approved that a pupil accommodation review be undertaken, commencing in September 2011 that includes Coldwater Public School, Moonstone Elementary School and Warminster Public School as set out in Report No. BF-D-2, Capital Plan – 2010, dated November 10, 2010.

The accommodation review will address accommodation, building condition and program pressures between the three schools. The initial staff alternative option identified in the Capital Plan 2010, is that Moonstone Elementary School be consolidated with Coldwater and Warminster Public Schools in June 2015.

Moonstone Elementary School is comprised of four classrooms, constructed for 89 pupil places, having an enrolment of 161 pupils with a utilization rate of 189% on a four acre site. There are six portables on site. Enrolment is projected to remain stable, facing minimal decline over the next 10 years. The board transferred the grade 7 and 8 pupils from the Moonstone Elementary School attendance area to Coldwater Public School due to septic capacity concerns. The grade 7 and 8 pupils from Moonstone Elementary School have been accommodated at Coldwater Public School since 1998. Recent studies indicate that the septic system is reaching the end of its system life and it will soon require replacement. Program pressures are experienced with some classes being multi split and having minimal teacher distribution.

Coldwater Public School is constructed for 325 pupils, having an enrolment of 321 pupils which at this time includes approximately 40 grade 7 and 8 Moonstone Elementary School students. Coldwater Public School has a utilization rate of 99% on an 8.7 acre site. There is one portable on site. Enrolment is projected to decline over the next 10 years, reducing the school's utilization rate to 83%. Program pressures are experienced with some classes being multi split.

Warminster Public School is constructed for 167 pupils, having an enrolment of 162 pupils with a utilization rate of 97% on a 4.3 acre site. There are two portables on site. Enrolment is projected to remain stable, facing minimal decline over the next 10 years. Program pressures are experienced with all classes being multi split, lacking flexibility and having minimal teacher distribution.

3. Report Status

This report is provided for information.

Respectfully submitted by:

John Dance
Superintendent of Facility Services

Approved for submission by:

Kathryn Wallace
Director of Education

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, SEPTEMBER 7,
2011**

The Human Resources Standing Committee met in Public Session on Wednesday, September 7, 2011, at the Education Centre.

PRESENT:

Committee Members

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

Student Trustees

Victoria Edwards, Matt Stergiou.

REGRETS:

Committee Members

Krista Mayne.

Administration

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

ABSENT:

Committee Members

Peter Beacock.

Student Trustees

Frank Li.

Student Trustees

Recording Secretary

Kary Hancock.

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

Approval of the Agenda

MOTION

Moved by Debra Edwards
Seconded by Nicole Black

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest - Nil

Presentations/Delegations - Nil

MOTION

Moved by Michele Locke
Seconded by Robert North

That the Human Resources Standing Committee move into closed session

CARRIED

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

Items for Committee Decision

1. **Revision to Policy No. 3115 – Accessibility Standards For Customer Service (HR-D-1)**

Janis Medysky, Associate Director, provided an overview of the report. This policy was originally adopted by the Board on October 28, 2009. Minor housekeeping changes were made to improve the wording of this policy.

Associate Director Medysky and John Dance, Superintendent of Facilities, responded to questions from trustees at this time.

Moved by Caroline Smith
Seconded by Michele Locke

(1)

#HR-2011-09-07-16

That the Human Resources Standing Committee recommend that the Board approve the revisions to Policy No. 3115 – Accessibility Standards for Customer Service, as set out in Report No. HR-D-1, Revision to Policy No. 3115 – Accessibility Standards for Customer Service, APPENDIX C, dated September 7, 2011.

CARRIED

Items for Information

1. **Accessibility Plan for 2011-2012 (HR-I-1)**

Associate Director Medysky provided an overview of the report. The Ontarians with Disabilities Act, 2001 (ODA), and the Accessibility of Ontarians with Disabilities Act, 2005 (AODA) require the board to revise their Accessibility Plan on an annual basis.

This year's plan will continue to address the physical barriers in our schools as we work towards full accessibility.

It should be noted that the encompassing requirements of ODA and AODA have been mandated but not supported by any additional funding from the province. As a result, the initiatives described in the Accessibility Plan are dependent upon the availability of renewal resources and competing priorities.

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

This report was provided for information.

2. Opening School Year Staffing Process (HR-I-2)

Associate Director Medysky provided an overview of the report which outlines the critical dates for September staffing.

The planning department advised that enrolment data thus far is tracking quite close to projections.

Any reorganization to elementary classrooms will take place on September 22, 2011. This process is three days later than last year and it should eliminate the potential of a possible second reorganization.

Associate Director Medysky indicated that at the time of printing this report, 14 secondary teachers were on layoff. Since that time, the number has changed to 13. This is due to enrolment adjustments

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

This report was provided for information.

Correspondence - Nil

Other Matters - Nil

MOTION

Moved by Robert North
Seconded by Christine Williams

That the meeting be adjourned at 6:50 p.m.

CARRIED

RECOMMENDATION

That the Board approve the revisions to Policy No. 3115 – Accessibility Standards for Customer Service, as set out in Report No. HR-D-1, Revision to Policy No. 3115 – Accessibility Standards for Customer Service, APPENDIX C, dated September 7, 2011.

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, SEPTEMBER 14,
2011**

The Business and Facilities Standing Committee met in Public Session on Wednesday, September 14, 2011, at the Education Centre.

PRESENT:

Committee Members

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

Administration

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

Staff

Rick Hodgkinson, Mark Twardowski.

REGRETS:

Committee Members

Krista Mayne.

Student Trustees

Victoria Edwards, Matt Stergiou.

ABSENT:

Trustee

Jeff Monague.

Student Trustees

Frank Li.

Recording Secretary

Kary Hancock.

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

Approval of the Agenda

MOTION

Moved by Suzanne Ley
Seconded by Debra Edwards

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest - Nil

Presentations/Delegations - Nil

MOTION

Moved by Caroline Smith
Seconded by Peter Beacock

That the Business and Facilities Standing Committee move into closed session.

CARRIED

The Business and Facilities Standing Committee reconvened in public session at 7:15 p.m.

The committee recessed at this time.

Items for Committee Decision

1. Proposed Annual Renewal Project List 2011-2012 (BF-D-1)

John Dance, Superintendent of Facility Services reported on the annual renewal funding for 2011-2012. Annual Renewal funding in the amount of \$6,777,040 has been allocated to the Simcoe County District School Board (SCDSB) for 2011-2012. There is an additional \$1,763,000 available in Accumulated Surplus – Internally Appropriated for 2011-2012 bringing the total amount of available funding to \$8,540,040.

Superintendent Dance, Brian Jeffs, Chief Financial Officer, and Mark Twardowski, Manager of Building and Environmental Services, responded to questions from trustees at this time.

Moved by Caroline Smith
Seconded by Christine Williams

(1)
#BF-2011-09-14-07

That the Business and Facilities Standing Committee recommend that the Board approve the Annual Renewal project list in the amount of \$8,540,040 as outlined in APPENDIX A of Report No. BF-D-1, Proposed Annual Renewal Project List 2011-2012, dated September 14, 2011.

CARRIED

2. Proposed School Condition Improvements Project List 2011-2012 (BF-D-2)

Superintendent Dance reported on the new funding to address school renewal needs for 2011-2012. School Condition Improvements funding in the amount of \$3,530,724 has been allocated to the Simcoe County District School Board for 2011-2012.

The School Condition Improvement funds must be used to address renewal priorities of the board, including addressing health and safety, replacing and repairing building components, improving the energy efficiency of schools, and improving accessibility. Boards are not to use this funding to expand the size of schools, build new schools or to service debt. Expenditures must meet the criteria for capitalizing a tangible capital asset.

Superintendent Dance, Chief Financial Officer Jeffs, and Manager Twardowski responded to questions from trustees at this time.

Moved by Caroline Smith
Seconded by Michele Locke

(2)

#BF-2011-09-14-08

That the Business and Facilities Standing Committee recommend that the Board approve the Proposed School Condition Improvement project list in the amount of \$3,530,724 as set out in APPENDIX A of Report No. BF-D-2, Proposed School Condition Improvements Project List 2011-2012, dated September 14, 2011.

CARRIED

Items for information

1. Contract Awards Within Approved Budget (BF-I-1)

Chief Financial Officer Jeffs, provided an overview of the report which summarized the awarded contracts within approved budget cumulative since June 2011.

Chief Financial Officer Jeffs and Manager Twardowski responded to questions from trustees at this time.

This report was provided for information.

2. Proposed Implementation Timelines for PowerSchool (BF-I-2)

Superintendent Dance and Rick Hodgkinson, Assistant Manager of Admissions and Enrolment, provided an overview of the report which detailed the proposed implementation timelines for PowerSchool.

Superintendent Dance and Assistant Manager Hodgkinson responded to questions from trustees at this time.

This report was provided for information.

3. Transportation Update (VERBAL)

Superintendent Dance provided an update on the Transportation Consortium. Staff have transitioned from the Simcoe County District School Board and from the Simcoe Muskoka Catholic District School Board to the Consortium as of September 1, 2011. The Consortium has re-located to 64 Cedar Pointe Drive in Barrie.

At the next Business and Facilities Standing Committee, Michael Kodama, CEO and General Manager of the Transportation Consortium, will demonstrate the launch of the consortium's new website.

Superintendent Dance responded to questions from trustees at this time.

Correspondence – Nil

Other Matters

1. Trustee Ley had an inquiry about the status of south-end secondary school business case which was a result of the outcome of the ARC 2010:02. Superintendent Dance indicated that staff are beginning to work on this concurrently with other items.
2. Trustee Ley inquired on the status of the quarterly report on partnership updates. What will the reporting cycle look like? Superintendent Dance indicated that the quarterly cycle began in September.
3. Trustee Ley inquired as to what the criteria is for a grade 12 student to attend a second year of grade 12. Director Wallace indicated that each student's situation and needs are considered individually to best suit their needs.

MOTION

Moved by Michele Locke
Seconded by Nicole Black

That the meeting be adjourned at 8:50 p.m.

CARRIED

RECOMMENDATIONS

1. That the Board approve the Annual Renewal project list in the amount of \$8,540,040 as outlined in APPENDIX A of Report No. BF-D-1, Proposed Annual Renewal Project List 2011-2012, dated September 14, 2011.
2. That the Board approve the Proposed School Condition Improvement project list in the amount of \$3,530,724 as set out in APPENDIX A of Report No. BF-D-2, Proposed School Condition Improvements Project List 2011-2012, dated September 14, 2011.

Respectfully submitted by:

Brian Jeffs
Chief Financial Officer

John Dance
Superintendent of Facility Services

Approved for submission by:

Kathryn Wallace
Director of Education

September 28, 2011

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

FROM: Superintendent of Facility Services

SUBJECT: **ACCOMMODATION REVIEW COMMITTEE (ARC) MEMBERSHIP UPDATE:
ARC 2011:01 AND ARC 2011:02**

1. Background

The board approved the establishment of two Accommodation Review Committees (ARCs) on November 24, 2010. ARC 2011:01 includes Port McNicoll Public School, Victoria Harbour Elementary School, Waubaushene Pines Elementary School and Waubaushene Elementary School. ARC 2011:02 includes Coldwater Public School, Moonstone Elementary School and Warminster Public School. Requests for prospective ARC members were issued through a news release and posted on the board's website on May 18, 2011. Application forms were sent home with all students as set out in Administrative Procedure Memorandum A5500. Requests for community representatives were sent by letter dated April 27, 2011.

ARC membership was approved as set out in Report D-5-d, Accommodation Review Committee (ARC) Membership: ARC 2011:01 and ARC 2011:02 dated August 24, 2011. Since approval of the memberships for both ARCs additional members have come forward for Victoria Harbour Elementary School. Also, community members from the Township of Tay have been changed to their respective ARCs. At this time, the Township of Severn has not appointed anyone to the committees.

The updated membership list for ARC 2011:01 is attached as APPENDIX A, and membership for ARC 2011:02 is attached as APPENDIX B.

RECOMMENDATIONS

1. That the Board approve the ARC membership for ARC 2011:01 (Port McNicoll PS, Victoria Harbour ES, Waubaushene Pines ES, and Waubaushene ES), as set out in APPENDIX A of Report No. D-5-a, Accommodation Review Committee (ARC) Membership Update: ARC 2011:01 and ARC 2011:02, dated September 28, 2011.
2. That the Board approve the ARC membership for ARC 2011:02 (Coldwater PS, Moonstone ES, and Warminster PS), as set out in APPENDIX B of Report No. D-5-a, Accommodation Review Committee (ARC) Membership Update: ARC 2011:01 and ARC 2011:02, dated September 28, 2011.

Respectfully submitted by:

John Dance
Superintendent of Facility Services

Approved for submission by:

Kathryn Wallace
Director of Education

September 28, 2011

ARC 2011:01

| School | Principal | Parent/Guardian |
|--------------------------------|-------------------|--|
| Port McNicoll PS | Doug MacDonald | 1. Melissa Roberts-Ives 2. Nahanni Born |
| Victoria Harbour ES | Jan DeCola | 1. Chris Edwards 2. Fiona Cascagnette |
| Waubashene/Waubashene Pines ES | Ainslee Carpenter | 1. Nicola Marchant 2. Continued Recruitment |

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|---------------------------|--|
| Community Representatives | Tay: Bill Scott |
| | Oro-Medonte: No appointment at this time |
| | Severn: No appointment at this time |

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| SCDSB Trustee(s) | Peter Beacock |
| | Jodi Lloyd |

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|-----------------------------|---------------|
| Superintendent of Education | Anita Simpson |
|-----------------------------|---------------|

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|---|------------|
| Superintendent of Facility Services/Chair | John Dance |
|---|------------|

ARC 2011:02

| School | Principal | Parent/Guardian |
|---------------|-----------------|---|
| Coldwater PS | Carol Carpenter | 1. Michele Clark 2. Christine Bowman |
| Moonstone ES | Rose Phillips | 1. Simon Kennedy 2. Denise Osborne |
| Warminster PS | Jeff Bell | 1. Kim Ball 2. Karen Aigeldinger |

| | |
|---------------------------|-------------------------------------|
| Community Representatives | Tay Councillor: Alison Smith |
| | Oro-Medonte: Lila Osborne |
| | Severn: No appointment at this time |

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|------------------|---------------|
| SCDSB Trustee(s) | Peter Beacock |
| | Jodi Lloyd |

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| Superintendent of Education | Steve Blake |
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| Superintendent of Facility Services/Chair | John Dance |
|---|------------|

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 JUNE 6, 2011**

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

PRESENT

SEAC Members: Peter Beacock (Trustee), Angie Bridekirk, Susan Clough, Mary Haire, James Hall, Margaret Homewood, Laura LaChance, Kim Latour, Michele Locke (Trustee), Krista Mayne (Trustee), Sari Russell.

ABSENT

SEAC MEMBERS: Kim Martin.

SEAC Alternates: Kevin Berry, Sheila Davis.

Staff: Alexa Barrie, Peter Gumbrell, Phyllis Hili, Hailey McLean, Shannon Thompson.

Regrets

SEAC Members: Joanne Brown, Joanne McCafferty.

(2) **Approval of Agenda**

Phyllis Hili, Superintendent of Education suggested that item B 4 (b) – Student Assessment Project be deferred as the SEAC member who requested the update was not in attendance.

Susan Clough requested information on the annual monitoring of Policy/Program Memorandum (PPM) 140. Chairperson Bridekirk indicated that this item could be placed under item D- Discussion Items.

Moved by Peter Beacock

Seconded by Kim Latour

That the agenda be approved as amended

CARRIED

(3) **Approval of Minutes**

(a) **Minutes of the Regular Committee Meeting May 16, 2011**

Moved by Mary Haire

Seconded by Krista Mayne

That the minutes of the regular meeting of the Special Education Advisory Committee held May 16, 2011 be approved.

CARRIED

B. (1) Presentations and Discussion

(a) Welcome and Introductions

Chairperson Bridekirk welcomed Board staff members, SEAC members, and guests. She shared regrets from Joanne Brown and Joanne McCafferty.

(b) SCDSB Special Education Statement of Beliefs

Michele Locke read the Statement of Beliefs.

(c) Person Directed Planning (PDP)

Chairperson Bridekirk referred committee members to the “*Connections: A guide to transition planning for parents of children with a developmental disability*” and *Connections* thumb drive provided in their folders. Chairperson Bridekirk spoke to the guide, noting that it was developed to help parents of a child with a developmental disability in Toronto and Central East Region as their child makes the transition from school life to adulthood. She noted that the guide is used in Simcoe, and is a helpful resource for parents as they begin to plan for their child’s life beyond school.

Laura LaChance spoke to a *Connections* session that she recently attended in Collingwood that was hosted by Catulpa Community Support Services. She noted that the *Connections* material was distributed at the session and prompted good discussion regarding students transitioning from school years to other pathways beyond. Chairperson Bridekirk and Laura provided a historical perspective of transition planning into adulthood, noting how services have changed, and how through education and awareness, communities are embracing individuals with disabilities. Chairperson Bridekirk and Laura spoke to the concept of “it takes a village to raise a child” noting the same concept applies for adults with disabilities. In terms of person directed planning, Chairperson Bridekirk spoke to the *Connections* Guide and how it speaks to placing the person in the centre, and how we can support the individual to achieve their goals.

Chairperson Bridekirk responded to SEAC members’ questions, and encouraged SEAC members to review the guide and share it with their associations. She noted that the thumb drive provided in SEAC members’ folders contained an electronic version of the guide, should SEAC members wish to take it back to their associations and present the material.

Chairperson Bridekirk noted that the fall SEAC agenda will further address Person Directed Planning, as Dr. Lindy Zaretsky, Senior Director of Disability Services, JVS Toronto has been invited to present on Person Directed Planning and share a similar guide that has been developed for York region.

(d) Special Education Report 2011-2012

Superintendent Hili thanked SEAC members for the feedback received at the May SEAC meeting regarding the 2011-2012 Special Education Report. She referred to the amount of work that was done on the report last year, and noted that changes being made to the report this year are updates and slight amendments.

The report was presented via PowerPoint projection so that SEAC members could review the changes that have been made to date and provide additional feedback. The sections still requiring amendment were also highlighted.

Concern was expressed that there needs to be more communication and parent involvement regarding the Strengths and Needs Committee (SNC) process. There was discussion regarding parent involvement at the meetings, action items, outcomes and follow-up. Superintendent Hili indicated that she would speak to the SNC process at the next Regional Principals meeting.

There was also discussion regarding the literacy level and technicality of the report, with discussion around different ways of presenting the information to make it more accessible for parents and members of the community. Having the information available in audio and video was suggested. Superintendent Hili suggested that *The Parents Guide to Special Education* may be a good section of the report to try in audio.

It was also suggested that further information should be added to the IPRC section of the report regarding the waiver, and communicating that an IPRC can still be requested.

Superintendent Hili thanked SEAC members for the additional feedback and invited SEAC members to email with any additional comments. It was communicated that the report would be emailed to SEAC members once further amendments have been made.

(e) Special Education Budget Consultation Feedback

Superintendent Hili spoke to the Business and Facilities Standing Committee and SEAC budget meeting that was held on May 24th and invited any further comments and feedback. Further discussion ensued regarding the special education transportation line for field trips. Concern was expressed that there is not an identifiable budget line, and that there needs to be equitable access to the fieldtrip funds. Peter Beacock noted that specific questions were asked at the meeting on May 24th, and that it was confirmed that when there was a specific budget line for special education transportation for fieldtrips, all the funds were still not being spent. There was discussion on how to address the concern. Superintendent Hili reported on a recent meeting that took place with county class principals, and noted that principals spoke to the variety of trips that are taking place. The special education team has not been hearing about trips not taking place because of budget. It was also noted that if there are concerns they should be brought forward to the superintendent so that they can be addressed. Superintendent Hili noted that further communication regarding transportation for special education fieldtrips would be shared with principals at the first regional principals meeting in the new school year. There was a request for a further breakdown of how many county classes are utilizing the special education transportation funds, so that the data could be used to inform future planning and communications regarding the available funds.

The potential funding shortfall that was noted during SEAC budget discussion in April was also discussed in further detail in terms of how it would be addressed. Superintendent Hili spoke to a slight reduction in the teaching component, primarily as a result of the closing of Prince of Wales Public School and the decrease of a county class at Portage View Public School.

In follow up to a request for more information regarding "Other Expenses", Superintendent Hili noted that she had a handout that could be circulated showing the reconciliation of "Other Expenses" between Schedule 2.5 and Schedule 3 of the of the 2011-2012 Proposed Operating and Capital Budgets Report (BF-I-1) dated May 18, 2011.

(2) **SEAC Member Reports**

Susan Clough reported that Autism Ontario is hosting "*Another Day of Education and Information*" at Georgian Theatre at Georgian College on June 14, 2011. She provided information on the guest speakers and circulated a flyer with the event details.

Mary Haire shared a good news story on cochlear implants and how technology is advancing to help deaf children in our community.

Sari Russell shared information on Ontario Hands & Voices, which is a group of professionals dedicated to supporting families with children who are deaf or hard-of-hearing without a bias around communication modes or methodology. The group's outreach activities, parent/professional collaboration, and advocacy efforts are focused on enabling deaf and hard-of-hearing children to reach their highest potential. Their belief is "What works for your child is what makes that choice right". Upcoming events for the group include: A special Day for Deaf and Hard-of-Hearing Kids and their Families taking place at Elmvale Jungle Zoo on June 11, 2011; The Deaf Access Simcoe Family Picnic being held on Sunday July 10th at Little Lake Park in Midland, and an integrated day camp program in collaboration with Barrie YMCA taking place the week of August 8-12, 2011.

Laura LaChance shared information on a research project that Down Syndrome Association of Ontario is undertaking, and a resource bank that is being developed on modified curriculum. Laura also reported on a SEAC networking tool that the Down Syndrome Association is working on so that SEAC's can share resources and best practices. Laura also reported on the annual national conference that she attended in Vancouver.

(3) **Board Reports**

(a) **Regular Board Meeting of May 25, 2011**

Trustee Beacock provided a brief overview of the May 25, 2011 Board meeting. He reported on letters that organizations, including the Simcoe County District School Board (SCDSB) wrote to the Minister in support of Shannen's Dream, and correspondence received noting that the federal government has announced funding for a school at the northern Canada location. Trustee Beacock also reported on the appointment of Brian Jeffs as Chief Financial Officer, effective July 1, 2011, and the approval of the school name: Nottawasaga Pines for the new Essa secondary school.

(b) **Status of Recommendations to the Board** – Nil.

(4) Staff Member Reports

(a) Statement of Beliefs Poster

Superintendent Hili circulated a draft Statement of beliefs poster. She reported that the poster is in the draft stages and is being brought to SEAC for feedback. SEAC members discussed ideas for the poster. It was noted that some SEAC members would like the poster to resemble the Character Athletes Poster and Commit to Character Poster. Concern was also expressed that the poster should stand out and not look so much like the other posters. It was suggested that the poster be brought to the RAP committee for further discussion and follow up.

(b) Student Assessment Project – Deferred to September.

(c) Individual Education Plans

Principal Gumbrell reported on some of the challenges and strides being taken to have a working IEP in place for students in September. He spoke to the archival process, timelines and ensuring that the literacy and numeracy components are documented so that the IEP can be used as a working document at the beginning of the school year.

(d) SEA Update

Principal Gumbrell reported that SEA equipment will continue to be sent to schools up until the last two weeks of the school year, which is similar to past years, and that the Board is in a good position for starting next year without any backlogs. In terms of ordering new equipment, Principal Gumbrell noted that no further equipment orders have been placed as a result of Dell changing their laptop model. The Board and Dell are working towards having the new equipment ready for September.

Principal Gumbrell also reported on the SEA training, noting that by the end of June there will be more than 100 participants served by the six training sessions. Laura LaChance inquired about feedback sheets from the workshops. It was noted that the feedback received has been very positive.

(5) Committee Reports/Updates

Laura LaChance spoke to the invitation that was sent to the SEAC distribution for SEAC members to attend the RAP meeting on June 6th for discussion regarding student transitioning and new pathways. Laura reported that an informal discussion took place with some very good dialogue, including some of the identified pieces believed to be of importance in the continuum of the transitions work.

C. Information

(1) Correspondence

Chairperson Bridekirk noted and spoke to two letters that have been received: A letter from the Bluewater District School Board SEAC addressed to the Honourable Leona Dombrowsky, Minister of Education recommending that the Ministry of Education develop a Module of Best practice for Acquired Brain Injury (ABI).

A letter from the Niagara Catholic District School Board to the Honourable Leona Dombrowsky, Minister of Education requesting that the Ministry of Education continue to recognize the importance of professional development in the area of Special Education for all teachers. In its letter, the Niagara Catholic District School Board also urges the Ministry of Education put into action the necessary changes to the current Education Act Regulations to require new teachers to the profession to complete Special Education Part 1 as a mandatory qualification course prior to obtaining their Certificate of Qualification and Registration.

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

Nil.

(3) **SEAC Contact Information 2010-2011**

The SEAC contact sheet was provided in committee members' folders. Committee members were asked to review their contact information and inform Jennifer Henry of any changes.

D. Discussion Items

(1) Policy/Program Memorandum (PPM) 140

Susan Clough referred to a Ministry memo dated April 5, 2011 outlining the self-assessment monitoring process for PPM 140, and the May 13th date for school boards to submit their responses to the Ministry. She inquired if a survey report could be shared with SEAC in terms of the roll out of PPM 140 and how well our Board is doing in terms of the Applied Behaviour Analysis (ABA) implementation. Susan noted the Ministry recommendation that school boards share the survey with parents of students with Autism Spectrum Disorder (ASD), and inquired if this is something that the Board can do, as it would be useful information in terms of moving forward.

Principal Gumbrell and Hailey Mclean, Central Program Consultant in Special Education spoke to the self-assessment monitoring survey and process. Principal Gumbrell noted that the survey was conducted last year and again this year. Hailey spoke further to the process and reported that the survey was sent to each school, and that each school had to submit a completed survey to the Board office. All of the school submissions were collated using the Ministry tool and were submitted to the Ministry in May.

SEAC members expressed concern regarding the amount of professional development that seems to take place in May and June resulting in teachers being away which is difficult for students who need continuity. Superintendent Hili and Principal Gumbrell addressed the comments and spoke to the professional development plan. It was noted that there has been some concentrated professional development for SEA since March. Generally, there is not an imbalance in professional development in May and June versus other months. Superintendent Hili reported that staff is currently working on the professional development plans for 2011-2012 and will note the concern.

(2) SEAC meeting dates for the 2011-2012 school year

SEAC members' were referred to the handout provided in their folders with the proposed SEAC meeting dates for 2011-2012. SEAC members were asked to review the dates and provide feedback if there were any concerns. Concern was expressed that the proposed December 19, 2011 meeting date may be too close to the winter holiday; an earlier meeting date in December was suggested.

In order to wrap up the SEAC meeting dates for the 2010-2011 school year, Chairperson Bridekirk sought feedback from SEAC members on whether an additional SEAC meeting would be required for June 20, 2011. The consensus among SEAC members was that an additional meeting date was not required. Staff committed to provide updates and the final draft of the Special Education Report to SEAC members via email. Chairperson Bridekirk also spoke to the budget and referred SEAC members to the Board minutes for any further updates.

Chairperson Bridekirk thanked SEAC members for their work during the school year and confirmed that the first SEAC meeting for the 2011-2012 school year would be held on Monday September 19, 2011 at 7:00 p.m.

E. Future Business and Adjournment

Moved by Laura LaChance
Seconded by Kim Latour

That the meeting be adjourned.

CARRIED

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

September 28, 2011

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, SEPTEMBER 7, 2011**

The Program Standing Committee met in Public Session at the Education Centre on Wednesday, September 7, 2011.

PRESENT:

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

REGRETS:

Committee Members Krista Mayne.

Student Trustees

Victoria Edwards, Matt Stergiou.

ABSENT:

Student Trustees Frank Li.

Administration

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

Staff

Debbie Clarke, Jean Hargreaves, Jane Hofmann, Peter Gumbrell, Marla Tomlinson.

Recording Secretary Mary Cannell.

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

1. **Approval of Agenda**

Chairperson Beacock asked trustees for any additions or changes to the agenda.

Moved by Robert North
Seconded by Christine Williams

That the agenda be approved as printed.

CARRIED

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

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

Items for Committee Decision – Nil.

Items for Information

1. **Report to the Community 2010-2011 (PRO-I-1)**

Director of Education Kathryn Wallace welcomed Debbie Clarke, Manager of Communications. The first annual Report to the Community was developed by the Communications team to share with stakeholders the progress and successes achieved during the past year in Simcoe County's public education system. The report focuses on how initiatives are furthering the goals and directions of the SCDSB multi-year plan to improve student achievement, The Simcoe Path.

This report was provided for information.

Student Trustee Matt Stergiou left the meeting at this time

2. **School Food and Beverage Policy (PRO-I-2)**

Superintendent of Education Anita Simpson provided an overview of the recently implemented School Food and Beverage Policy. The policy ensures that healthy food and beverage choices are available for students and applies to all food and beverages sold on school property. Superintendent Simpson shared that research continues to show that good food, daily physical activity and a healthy environment that supports learning are vital to helping students reach their full potential and to improve student learning.

In order to assist Principals in determining which foods and beverages are permissible for sale, a vendors of record list has been created and is available to staff online. Superintendent Simpson noted that Simcoe County is the only school board to have provided this resource to schools. The Simcoe Muskoka District Health Unit and the Ministry of Health have been instrumental in verifying the nutritional value of the food and beverage offerings on the vendors of record list.

Superintendent Simpson responded to questions from trustees related to compliance, caffeinated beverages and unsaturated fats in foods.

This report was provided for information.

3. 2011 Summer Learning Opportunities (PRO-I-3)

Superintendent of Education Kathy Bailey welcomed Jean Hargreaves, Principal of Program. Principal Hargreaves provided an overview of the Summer Learning Programs for students and the professional learning opportunities that were available to staff during the summer of 2011 and funded by the Ministry of Education.

A summer literacy learning camp was offered to grade 2 students with specific learning needs and was designed to increase literacy skills and student confidence. A video clip from A Channel news was shared with the committee. Professional learning for staff was available via Summer Institutes for numeracy, literacy and differentiated instruction, and Early Learning Kindergarten sessions were offered to teachers and Early Childhood Educators new to the Early Learning program.

Principal Hargreaves responded to trustee questions related to the Summer Institutes and equity of opportunity related to the geographical span of the school board.

This report was provided for information.

Other Matters

Trustee Suzanne Ley asked about the results of the Ontario Secondary School Literacy Test (OSSLT). Director Wallace responded that a full report will be presented at the October Program Standing Committee meeting and shared that an additional Ministry funded position related to Student Success initiatives has been added to provide targeted intervention in the secondary panel.

Moved by Christine Williams
Seconded by Caroline Smith

That the meeting be adjourned.

Meeting adjourned at 8:00 p.m.

4. Report Status

This report is provided for information.

Respectfully submitted by:

Kathy Bailey
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

September 28, 2011

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 SEPTEMBER 8, 2011**

A meeting of the By-law Committee was held on Thursday, September 8, 2011 at the Education Centre.

PRESENT:

Committee Members: (Voting)
Nicole Black (fulfilling the role of Vice-chairperson), Robert North,
Caroline Smith (Chairperson).

REGRETS:

Committee Member: Peter Beacock, Debra Edwards, Krista Mayne.

PRESENT:

Trustee (Non-voting)
Suzanne Ley.

Staff Janis Medysky.

**Recording
Secretary**

Lena Robyn.

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

MOTION

Moved by Robert North
Seconded by Caroline Smith

That Trustee Black fulfill the role of Vice-chairperson for the evening.

CARRIED

1. **Approval of the Agenda**

Moved by Robert North
Seconded by Nicole Black

That the agenda be approved as printed.

CARRIED

2. **Article II: Meetings of the Board – Committee Meetings in Closed Session – Order of Business**
- Include “Notices of Motion for Next Meeting” as an additional agenda item.

“Notices of Motion for Next Meeting” to be added to the Order of Business for the Closed Session of the Board as well as the Standing Committee agendas.

Item 6 of Article V will be revised to remove the last sentence as it no longer is required since notices of motions will now be added to the agendas.

3. Clarification of Notice of Motions

Advance publication prior to one month of notice given

Discussion took place regarding when a notice of motion can be made by a member. The Committee agreed to continue Board practice which has been that a member announces their intention to make a motion at the meeting immediately proceeding at which the motion is going to be made under "Other Matters". This language will be included in the Board By-laws under Article II, Regular Board Meetings.

Reports to be generated from Notices of Motion

Currently there is no requirement for a report to be generated based on a notice of motion. However, it has been the practice to provide a short informational report by Board staff as a cover to notice of motions in the past year or two. It is recommended that this procedure continue. This requires not by-law update.

Reconsideration of a Motion - Issues Definition of Prevailing Side

The Board By-laws currently state that in order to rescind a motion previously adopted, it may only be made by a member who voted on the prevailing side. The Committee felt that the wording was intentional and it recommended the continuation of the requirement with respect to process when reconsidering a motion.

A definition of "prevailing" will be included under Article I, Definitions section of the Board by-laws to assist in any future needs for clarification.

4. Duties of the Chairperson

The Committee reviewed Policy No. 2191, Chairperson Role Description and discussed the responsibility of the Chairperson and all trustees in relation to correspondence on behalf of the Board.

5. Robert's Rules vs. Bourinot's Rules

The Committee discussed the differences between Robert's Rules of Order and Bourinot's. Robert's Rules is the most widely used parliamentary authority in the U.S. and Bourinot's is Canadian.

The history of the SCDSB changing from Bourinot's to Robert's Rules of Order in 2004 and the subsequent evolution of the by-laws was discussed.

This topic will be discussed at a future By-law Committee meeting.

6. Other Matters

E-mail Protocol

Discussion ensued regarding e-mail protocol specifically relating to the disclaimer that appears at the end of all e-mail messages. Associate Director Medysky reminded trustees that the information is contained in APM 1160, Computing & Information Technology Acceptable Use document.

Lena Robyn, Executive Assistant, informed the Committee that a media/FOI information session for trustees will be scheduled in the near future which will cover this topic.

Moved by Nicole Black
Seconded by Robert North

That the By-law Committee recommend that the Board approve the proposed amendments to the Board by-laws.

CARRIED

MOTION TO ADJOURN

Moved by Robert North
Seconded by Nicole Black

That the By-law Committee meeting be adjourned at 7:30 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

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

FROM: Kathryn Wallace
Director of Education

SUBJECT: **REVIEW OF POLICIES FOR 2011-2012**

1. Background

In the 2010-2011 school year, the Board reviewed and approved approximately forty-two policies during the second cycle of policy review.

2. Current Status

Staff will now be reviewing approximately twenty eight policies for the third cycle of the policy review. Superintendents responsible for coordinating the standing committee agendas will consult with the Chair and Vice-chair of those committees regarding when certain policies will be addressed at which standing committee meeting.

Attached as APPENDIX A is a summary of policies that will be reviewed and addressed for the 2011-2012 school year, as well as which standing committees the policies will be addressed. This will complete the 3 year cycle that was established to review all board policies.

3. Report Status

This report is provided as information.

Respectfully submitted by:

Kathryn Wallace
Director of Education

SIMCOE COUNTY DISTRICT SCHOOL BOARD POLICIES

REVIEW 2011-2012

REPORT NO. D-7-a
APPENDIX A
SEPTEMBER 28, 2011

| POLICY | EFFECTIVE DATE | SUPT. | MEETING |
|--|----------------|-------------|---------|
| 2000 BOARD ADMINISTRATION | | | |
| 2140, Electronic Meetings | 02/06 | John | BUS/FAC |
| 2170, Student Trustee Honorarium | 03/07 | Brian | BUS/FAC |
| 2195, Whistleblower | 12/08 | Corry/Brian | BUS/FAC |
| 2196, Records and Information Management | 10/09 | Deb/Kathi | BUS/FAC |
| 2197, Management of Personal Information | 10/09 | Gina/Kathi | HR |
| 2200 BUSINESS ADMINISTRATION | | | |
| 2240, Budget Implementation | 04/10 | Brian | BUS/FAC |
| 2260, Intellectual Property | 12/08 | Brian | BUS/FAC |
| 2300 FACILITIES | | | |
| 2316, Establishment of New schools | 10/03 | John | BUS/FAC |
| 2317, School Attendance Areas | 09/08 | John | BUS/FAC |
| 2340, Community Use of Facilities | 03/09 | John | BUS/FAC |
| 2400 TRANSPORTATION | | | |
| 2500 COMMUNICATIONS | | | |
| 2510, Communications | 01/04 | Deb/Kathi | BUS/FAC |
| 3000 PERSONNEL | | | |
| 3035, Workplace Conflict Resolution Policy | 09/07 | Janis | HR |
| 3100 GENERAL | | | |
| 3115, Accessibility Standards for Customer Service | 10/09 | Janis | HR |
| 3125, Anti-Racism & Ethnocultural | 03/95 | Paula | HR |
| 3200 NON-TEACHING PERSONNEL | | | |
| 3300 TEACHING PERSONNEL | | | |
| 4100 CURRICULUM & INSTRUCTION | | | |
| 4106, Homework: Activities to Support Student Learning | 10/09 | Kathy | PROG |
| 4110, Equalization of Educational Opportunity | 11/82 | Kathy | PROG |
| 4115, EFSL | 02/91 | Kathy | PROG |
| 4140, Selection and Approval of Learning Media | 04/09 | Kathy | PROG |
| 4190, English as a Second Language | 04/09 | Kathy | PROG |
| 4195, Voluntary, Confidential Self-Identification of Aboriginal Students | 05/07 | Anita | PROG |
| 4200 STUDENT WELFARE | | | |
| 4235, Elementary School Safe-Arrival Program | 10/03 | Paula | PROG |
| 4240, Safe and Caring School Cultures | 01/08 | Paula | PROG |

SIMCOE COUNTY DISTRICT SCHOOL BOARD POLICIES
 REVIEW 2011-2012

| POLICY | EFFECTIVE DATE | SUPT. | MEETING |
|--|----------------|-----------------------------|---------|
| 4300 SCHOOL-COMMUNITY RELATIONS | | | |
| 4310, School Councils | 09/03 | Paul | PROG |
| 4315, Cost Sharing in School Activity Programs | 09/03 | John | PROG |
| 4320, Fund Raising | 09/99 | Steve | PROG |
| 4400 ADMINISTRATION | | | |
| 4410, Admission of Foreign Nationals in SCDSB | 11/03 | Brian | BUS/FAC |
| Student Fees (new) | | John (out for consultation) | BUS/FAC |
| Trustee code of Conduct (new) | | Kathi | BOARD |

Office of the
Prime Minister



Cabinet du
Premier ministre

Ottawa, Canada K1A 0A2

June 1, 2011

Ms. Debra Edwards
Chairperson
Simcoe County District School Board
1170 Highway No. 26
Midhurst, Ontario
L0L 1X0

Dear Ms. Edwards:

On behalf of the Right Honourable Stephen Harper, I would like to acknowledge receipt of your correspondence of April 28 regarding funding for First Nations education.

Please be assured that your comments, offered on behalf of the Simcoe County District School Board, have been carefully reviewed. I have taken the liberty of forwarding a copy of your correspondence to the Honourable John Duncan, Minister of Aboriginal Affairs and Northern Development. I am certain that the Minister will give your views every consideration.

Thank you for writing to the Prime Minister.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'P. Monteith', written over a light grey background.

P. Monteith
Executive Correspondence Officer

Canada



Simcoe County District School Board

1170 Highway 26 West
Midhurst, ON L0L 1X0

Phone: (705) 728-7570
www.scdsb.on.ca

September 8, 2011

Mayor Angelo Orsi and Members of Council
City of Orillia
50 Andrew Street South
Suite 300
Orillia, ON L3V 7T5

Your Worship:

RE: Potential Partnerships/City of Orillia/Simcoe County District School Board

Thank you very much for arranging the meeting August 22, 2011 with Bob Ripley, City Treasurer and Ray Merkley, Director Parks and Recreation Department with myself, Superintendent of Education, Steve Blake (Orillia Schools) and Superintendent of Education Paul Sloan, (Partnerships Portfolio) regarding possible partnership with the Simcoe County District School Board (SCDSB) and the City regarding Ministry funding for a new Orillia Secondary School.

This preliminary discussion with your Administrators was extremely helpful as we work toward mutual partnerships.

The visit in June with Councillors, Patrick Kehoe and Linda Murray, myself, Director Kathryn Wallace and Superintendents John Dance, Steve Blake and Paul Sloan, to the new state of the art Bracebridge secondary school was very informative. This month, our Board opened a new secondary school, Nottawasaga Pines. It includes a partnership with the Township of Essa to share a joint library and accommodate an OPP touchdown station adjoined to this secondary school. We would be pleased if you and interested councillors would like to visit our new secondary school. You may also wish to arrange for another visit to the Bracebridge secondary school.

Thank you for your interest and kind co-operation towards any possible business plan partnerships as the SCDSB has not yet received Provincial funding approval for a new secondary school, and our endeavours to work together toward sharing provincial funding sources is very worthwhile during these economic times.

Sincerely,

A handwritten signature in black ink, appearing to read "Debra Edwards".

Debra Edwards, Chairperson
Trustee, City of Orillia

/lr

c. SCDSB Trustees
K. Wallace, Director of Education

September 16, 2011

Dear Editor of the Orillia Packet and Times,

In response to Michael Gordon's misinterpretation of my letters to the City of Orillia regarding facility partnerships (*Trustee's letter challenged*, September 15, 2011), I believe it is important to clarify the purpose of correspondence sent to the City of Orillia Mayor and Council.

The Simcoe County District School Board (SCDSB) believes that cooperative and collaborative community partnerships play an important role in public education, and the Ministry of Education recommends boards pursue facility and community partnerships. In fact, a community partnership proposal with the school board and the City of Orillia could potentially expedite the funding of a new high school.

We were very proud to celebrate 175 such partnerships in May, 2011, during our Partnership Recognition Evening and, in addition, to host a Facility Partnerships Information Session in June, 2011, which was attended by municipal councillors and other community stakeholders from throughout Simcoe County.

The Board's Facility Partnerships Policy (available at www.scdsb.on.ca) reflects the Ministry of Education's guidelines issued in February 2011 and sets out direction for determining facilities that may be suitable for partnerships with respect to unused space and new construction. Offering space in schools to community partners helps to reduce facility operating costs, improve services and supports to students, and strengthen relationships between the school board, community partners and the public.

Examples of current facility partnerships within the Simcoe County District School Board include: Simcoe Muskoka District Health Unit offices at Midland Secondary School; the Stellula Music Room at Penetanguishene Secondary School; the Essa Public Library and OPP office at our new Nottawasaga Pines Secondary School in Angus; the Elmvale District High School community campus; and, a variety of Community Use Agreements we have in place with most municipalities, including the City of Orillia.

My letters to the City of Orillia fall within our Board's mandate to explore facility partnership opportunities with municipalities and organizations. The letters are shared as correspondence with all trustees of the SCDSB.

The SCDSB approved the following motion on June 17, 2009: Motion #2009-06-17-163 - That the Board direct staff to pursue community partnerships in the development and use of the new school, as set out in Report No. FAC-D-1, Accommodation Review Committee A – Orillia District Collegiate and Vocational Institute, Park Street Collegiate Institute, Twin Lakes Secondary School, dated March 31, 2009.

The role of Chairperson of the Board is defined within SCDSB Policy 2191 (available at www.scdsb.on.ca):

Section 2.15: serve as liaison with the senior elected officials of other levels of government;

Section 3.7: provide leadership in the promotion of the Board as a consultative and collaborative partner with the Board's many communities and constituent groups.

The citizens and students of Orillia deserve no less than this advocacy on my part as both Trustee for the City of Orillia and Chairperson of the Simcoe County District School Board.

Sincerely,

Debra Edwards, Chairperson SCDSB/
Trustee for the City of Orillia

cc Trustees of the SCDSB
Kathi Wallace, Director of Education