

SIMCOE COUNTY DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING - WEDNESDAY, OCTOBER 26, 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 September 28, 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 - 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
 - (a) Notice of Motion from the September 28, 2011 Board Meeting
 - (3) Notice of Time Sensitive Motions from Statutory Committees - Nil
 - (4) Committee Minutes/Reports - Items for Decision
 - (a) Report of the Special Education Advisory Committee Meeting held September 19, 2011
 - (b) Report of the Public Session of the Human Resources Standing Committee Meeting held October 12, 2011
 - (5) Staff Reports – Items for Decision
 - (a) Simcoe County Student Transportation Consortium Annual General Meeting (AGM) Designated Voting Member and Alternate Voting Member
 - (b) Accommodation Review Committee (ARC) Membership Update: ARC 2011:02
 - (c) Special Education Advisory Committee (SEAC) Member Resignation and Appointment

- (6) Committee Minutes/Reports - Items for Information
 - (a) Report of the Business and Facilities Standing Committee Meeting held October 5, 2011
 - (b) Report of the Program Standing Committee Meeting held October 12, 2011
- (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
Letter from the Ministry of Training, Colleges and Universities Re: Award of 213 Students of the Province's Queen Elizabeth II Aiming for the Top Scholarship

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

Audit Committee Meeting – November 1, 2011 at 6:00 p.m. – Coldwater Room
Business and Facilities Standing Committee Meeting – November 2, 2011 at 6:00 p.m. – Georgian Room
Special ARC Board Meeting (ARC 2010:03) – November 8, 2011 at 6:00 p.m. – Roy Edwards Room
Special Board Meeting – November 9, 2011 at 6:00 p.m. – Georgian Room
Program Standing Committee Meeting – November 9, 2011 at 7:00 p.m. – Georgian Room
Barrie Central Partnership Evening – November 15, 2011 at 7:00 p.m. – Roy Edwards Room
Special Education Advisory Committee Meeting – November 21, 2011 at 7:00 p.m. – Georgian Room
Years of Service Celebration – November 22, 2011 at 5:00 p.m. – Roy Edwards Room
Parent Involvement Committee Meeting – November 23, 2011 at 5:00 p.m. – Couchiching Room
Regular Meeting of the Board – November 23, 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, OCTOBER 26, 2011

REPORT	FYI	Decision Req.	MOTION
			Call Meeting to order. Roll Call
		√	That the agenda be approved as printed.
A-3-a Board Minutes September 28, 2011		√	That the Minutes of the Board held Wednesday, September 28, 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			Nil
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-2-a Notice of Motion from the September 28, 2011 Board Meeting		√	That the Board approve the following revisions to the Board By-laws: <ul style="list-style-type: none"> - Include the definition of “prevailing side” under Article I: Definitions - Include language regarding Notice of Motions - Include “Notices of Motion for Next Meeting” under the Order of Business for Committee Meetings in Closed Session - Include “Notices of Motion for Next Meeting” under the Order of Business for Standing Committees of the Board - Revise under Item #6 to read “Items brought forward under “other matters” will be for discussion only.
D-4-a SEAC – September 19, 2011		√	That the Special Education Advisory Committee recommends to the Board that any notice of training and professional development (PD) related to special education programs and services be circulated to SEAC members at the same time as its system-wide distribution to schools, as outlined in Report No. D-4-a, Minutes of the Special Education Advisory Committee Meeting held September 19, 2011.
D-4-b Human Resources October 12, 2011		√	That the Board approve the revisions to Policy No. 3035, Workplace Conflict Resolution, as set out in APPENDIX C of Report No. HR-D-1, Revision to Policy No. 3035, Workplace Conflict Resolution, dated October 12, 2011.

SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 2
 OCTOBER 26, 2011

<p>(D-5-a) Simcoe County Student Transportation Consortium Annual General Meeting (AGM) Designated Voting Member and Alternate Voting Member</p>		<p>√</p> <p>√</p>	<p>(1) That the Board appoint _____ to serve as the designated voting member for the November 24, 2011 SCSTC AGM, as set out in APPENDIX A of Report Nol. D-5-a, Simcoe County Student Transportation Consortium Annual General Meeting (AGM) Designated Voting Member and Alternate Voting Member, dated October 26, 2011.</p> <p>(2) That the Board appoint _____ to serve as the designated alternate voting member for the November 24, 2011, SCSTC AGM, as set out in APPENDIX A of Report No. D-5-a, Simcoe County Student Transportation Consortium Annual General Meeting (AGM) Designated Voting Member and Alternate Voting Member, dated October 26, 2011.</p>
<p>D-5-b Accommodation Review Committee (ARC) Membership Update: ARC 2011:02</p>		<p>√</p>	<p>That the Board approve the ARC membership for ARC 2011:02 (Coldwater PS, Moonstone ES, and Warminster PS), as set out in APPENDIX A of Report No. D-5-b, Accommodation Review Committee (ARC) Membership Update: ARC 2011:02, dated October 26, 2011.</p>
<p>D-5-c Special Education Advisory Committee (SEAC) Member Resignation and Appointment</p>		<p>√</p>	<p>That the Board appoint to the Special Education Advisory Committee, effective immediately, Sue Downing as member for Simcoe Community Services, as set out in Report No. D-5-c, Special Education Advisory Committee (SEAC) Member Resignation and Appointment, dated October 26, 2011.</p>
<p>D-6-a Business and Facilities – October 5, 2011</p>	<p>√</p>		
<p>D-6-b Program Committee – October 12, 2011</p>	<p>√</p>		
<p>E-1 Reports from Liaison Members</p>			
<p>E-2 Notices of Motion for Next Meeting</p>			
<p>E-3 Questions and Proposals from Trustees</p>			
<p>E-4 Professional Development Seminars Attendance</p>			
<p>E-5 Reports/Update from Staff</p>			

SIMCOE COUNTY DISTRICT SCHOOL BOARD
RECOMMENDED ACTION - 3
OCTOBER 26, 2011

E-6 Correspondence			Letter from the Ministry of Training, Colleges and Universities Re: Award of 213 Students of the Province's Queen Elizabeth II Aiming for the Top Scholarship
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 SEPTEMBER 28, 2011**

The regular meeting of the Simcoe County District School Board was held on Wednesday, September 28, 2011 at the Education Centre.

A. (1) Roll Call

PRESENT:

Trustees

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

**ELECTRONIC
Participation**

Jeff Monague.

REGRETS:

Trustees

Donna Armstrong, Christine Williams.

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.

Chairperson Edwards indicated that a time sensitive item regarding a request from Laurentian University was required to be included to the agenda.

(2) Approval of Agenda

Moved by Nicole Black
Seconded by Krista Mayne

That the Agenda be approved as revised.

CARRIED

(3) Approval of Minutes

Minutes of the Regular Meeting of the Board held August 24, 2011 (A-3-b)

Moved by Peter Beacock
Seconded by Krista Mayne

That the Minutes of the Regular Meeting of the Board held Wednesday, August 24, 2011 be approved as printed.

CARRIED

(4) **Declaration of Conflicts of Interest** – Nil

B. Committee of the Whole

Moved by Krista Mayne
Seconded by Nicole Black

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 Trustees Victoria Edwards, Frank Li and Matt Stergiou reported about the following:

- The first SCDSB Student Senate meeting of the school year was held prior to the Board meeting and included a discussion of area-based items in preparation for determining the Senate's collective focus this school year.
- The presentation of a Charter of Rights relating to student mental health and well-being. Co-sponsored by the Coalition for Children and Youth Mental Health and the Ontario Student Trustees' Association, the charter is designed to encourage a united stance on the mental health issues that affect Ontario's children and youth. It outlines six related rights of children and youth.

(2) Presentation/Delegations

Trustee Tribute

Nadine Cormack, W.H. Day Elementary School Teacher

Trustee Nicole Black and Student Trustee Matt Stergiou presented a Trustee Tribute award to Nadine Cormack, a Grade 7 teacher at W.H. Day Elementary School. In her eleventh year of teaching, Nadine has served as a literacy coach, demonstration teacher and itinerant resource teacher. The trustees praised Nadine's inspirational teaching style and her devotion to environmental education. Her teaching focus inspired Student Trustee Stergiou's current work as a Green Team lead at Bradford District High School and his actions as part of Al Gore's international initiatives to emphasize the urgency around climate change.

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
September 28, 2011:

That the board ratify the following recommendations taken in the Closed Session
meeting of the Committee of the Whole on Wednesday, September 28, 2011:

(1,2,3,4,5,6)

Moved by Robert North

Seconded by Peter Beacock

(1)

#BP-2011-09-28- 157

That the Board approve a grant of easement for the portion of the school site from the southerly limit of the building to the southerly property line, as set out in Report No. CL-BF-D-1, Watermain Easement over Midland Secondary School Lands, dated September 14, 2011.

(2)

#BP-2011-09-28-158

That the Board respectfully decline the offer of sale for the buildings and land, as set out in Report No. CL-BF-D-2, County of Simcoe Offer of Disposition: Georgian Manor, Town of Penetanguishene, dated September 14, 2011.

(3)

#BP-2011-09-28-159

That the Board approve that it declare the Edgehill elementary school site surplus, as set out in Report No. CL-BF-D-3, Edgehill Elementary School Site: Surplus, dated September 14, 2011.

(4)

#BP-2011-09-28-160

That the Board approve of the disposition of the Edgehill elementary school site in accordance with Ontario Regulation 444/98, as set out in Report No. CL-BF-D-3, Edgehill Elementary School Site: Surplus Site, dated September 14, 2011.

(5)

#BP-2011-09-28-161

That the Board approve a three year lease renewal extension for the Bradford Learning Centre, as set out in Report No. CL-BF-D-4, Bradford Learning Centre Lease Renewal, dated September 14, 2011.

(6)

Moved by

Seconded by

#BP-2011-09-28-162

That the Board approve a six year lease renewal extension for the Orillia Learning Centre, as set out in Report No. CL-BF-D-5, Orillia Learning Centre Lease Renewal, dated September 14, 2011.

CARRIED

(7)

Moved by Michele Locke

Seconded by Peter Beacock

#BP-2011-09-28-163

That the Board ratify the collective agreement reached with the Elementary Teachers' Federation of Ontario (Designated Early Childhood Educators Local – Simcoe County) for the term September 1, 2010 to August 31, 2012, as set out in Report No. CL-B-2-a, Board Ratification of Elementary Teachers' Federation of Ontario (Designated Early Childhood Educators Local – Simcoe County) Agreement, APPENDIX A, dated September 28, 2011.

CARRIED

(2) Matters Arising from Previous Meeting:

Motion(s) for which notice was given at previous 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.

On a point of order, Trustee Robert North made a point of order, stating the motion was out of order. The Chairperson ruled that the motion was in order.

Trustee North challenged the Chair at this time.

Moved by Robert North
Seconded by Jodi Lloyd

Challenge the decision of the Chairperson.

Vice-chairperson Caroline Smith assumed the Chair at this time.

Trustee North spoke to the basis of his challenge by referencing the Board by-laws where it states that in order to rescind a motion, it may only be made by a member who voted on the prevailing side. He further stated that the mover of the motion was not a member who voted on the prevailing side.

Chairperson Edwards spoke to the basis of her ruling by stating that the Ministry of Municipal Affairs, all Municipal Councils and school boards under the Education Act, ceased to exist in November 2010. She also provided examples of board policies which were approved by previous members and subsequently amended by new members.

On a point of information, Trustee Jodi Lloyd asked if the Director sought parliamentary opinion on this matter.

On a point of order, Chairperson Edwards indicated that there is no debate during the challenge to the Chair.

Vice-chairperson Smith ruled the question in order and further stated that it was not asked of a member but to the Director and that it was a reasonable question.

The Director indicated that she was not officially asked by the board to bring back an answer to this table. She further stated that the Board by-laws supercede Robert's Rules of Order unless the by-laws are silent on a subject matter. She also indicated that a By-law Committee meeting had taken place and that the definition of prevailing side was discussed and that the minutes of this meeting were included in the Board package.

Vice-chairperson Smith called the vote. Trustee North requested a recorded vote on the challenge.

YEAS

Nicole Black
Suzanne Ley
Jodi Lloyd
Krista Mayne
Robert North
Caroline Smith

NAYS

Peter Beacock
Debra Edwards
Michele Locke
Jeff Monague

CARRIED

The challenge was upheld and the motion was deemed out of order.

The Chairperson assumed the Chair at this time.

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

(4) Committee Minutes/Reports – Items for Decision

Report of the Public Session of the Human Resources Standing Committee Meeting held September 7, 2011 (D-4-a)

Moved by Caroline Smith
Seconded by Jodi Lloyd

#HR-2011-09-07-164

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

Report of the Business and Facilities Standing Committee Meeting held September 14, 2011 (D-4-b)

(1,2)

Moved by Jodi Lloyd
Seconded by Nicole Black

(1)

#BF-2011-09-14-165

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)

#BF-2011-09-14-166

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

(5) Staff Reports – Items for Decision

Accommodation Review Committee (ARC) Membership Update: ARC 2011:01 and ARC 2011:02 (D-5-a)

The Board approved the establishment of two Accommodation Review Committees and the ARC membership was approved in August 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.

Trustee Locke left the meeting at this time.

(1)

Moved by Jodi Lloyd
Seconded by Nicole Black

#BP-2011-09-28-167

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.

CARRIED

(2)

Moved by Jodi Lloyd
Seconded by Caroline Smith

#BP-2011-09-28-168

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.

CARRIED

Request for Representation on Laurentian University Steering Committee (D-5-b)
(VERBAL)

Director Wallace relayed a formal request from Laurentian University, for Simcoe County District School Board representation on the Steering Committee for Laurentian University in Barrie. The Board agreed by consensus that representation for the SCDSB will be provided through one of the Barrie area trustees and the Director of Education.

The board recessed at this time.

Trustees Beacock and Ley and Student Trustees Li and Stergiou left the meeting at this time.

(6) Committee Minutes/Reports – Items for Information

Report of the Special Education Advisory Committee Meeting held June 6, 2011 (D-6-a)

This report was provided as information.

Report of the Program Standing Committee Meeting held September 7, 2011 (D-6-b)

This report was provided as information.

Report of the By-law Committee Meeting held September 8, 2011 (D-6-c)

This report was provided as information.

(7) Staff Reports – Items for Information

Policy for Review for 2011-2012 (D-7-a)

In the 2010-2011 school year, the board reviewed and approved approximately forty-two policies during the second cycle of the policy review. Staff will now be reviewing twenty-eight policies for the third cycle of the policy review and each of these policies will be addressed at the appropriate standing committee meetings.

This report was provided as information.

E. OTHER MATTERS

(1) Reports from Liaison Members - Nil

(2) Notices of Motion for next meeting

Moved by Caroline Smith

Seconded by Krista Mayne

That the Board approve the following revisions to the Board By-laws:

- *Include the definition of “prevailing side” under Article I: Definitions*
- *Include language regarding Notice of Motions*
- *Include “Notices of Motion for Next Meeting” under the Order of Business for Committee Meetings in Closed Session*
- *Include “Notices of Motion for Next Meeting” under the Order of Business for Standing Committees of the Board*
- *Revise under Item #6 to read “Items brought forward under “other matters” will be for discussion only.*

(3) Questions and Proposals from Trustees

Vice-Chairperson Smith informed the Board that the Ministry of Education has sent a letter to Clearview Township Councillor Thom Paterson confirming receipt of a request for an Administrative Review of the Clearview Accommodation Review 2010:01 and stating that the Ministry will respond to the request by October 31, 2011.

(4) Professional Development Seminars Attendance

Student Trustee Edwards indicated that the student trustees will be attending the OSTA/AECO thirteenth Fall General meeting on October 20–23, 2011 in Toronto.

(5) Reports/Update from Staff - Nil

(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 Resources 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)

MOTION TO ADJOURN

Moved by Nicole Black

Seconded by Krista Mayne

That the meeting be adjourned at 8:40 p.m.

CARRIED

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

FROM: Director of Education

SUBJECT: **NOTICE OF MOTION FROM THE SEPTEMBER 28, 2011 BOARD MEETING**

1. Background

In accordance with Article II: Item 8, of the board by-laws, Vice-chair Smith gave NOTICE OF MOTION at the Board meeting of September 28, 2011, to introduce the following motion at the next Board meeting. Attached as APPENDIX A outlines the proposed revisions to the by-laws. Also attached as APPENDIX B is a copy of the pages of the current Board By-laws where these revisions have been reflected in red font.

*Moved by Caroline Smith
Seconded by Krista Mayne*

That the Board approve the following revisions to the Board By-laws:

- Include the definition of “prevailing side” under Article I: Definitions
- Include language regarding Notice of Motions
- Include “Notices of Motion for Next Meeting” under the Order of Business for Committee Meetings in Closed Session
- Include “Notices of Motion for Next Meeting” under the Order of Business for Standing Committees of the Board
- Revise under Item #6 to read “Items brought forward under “other matters” will be for discussion only.

2. Report Status

This report is provided for information.

Approved for submission by:

Kathryn Wallace
Director of Education

October 26, 2011

PROPOSED REVISIONS/ADDITIONS TO THE BY-LAWS

ARTICLE I: DEFINITIONS

- Include the definition of "prevailing side" under Article I: Definitions

ARTICLE II: MEETINGS OF THE BOARD – REGULAR BOARD MEETINGS

- Include language regarding Notice of Motions
- Include "Notices of Motion for Next Meeting" under the Order of Business for Committee Meetings in Closed Session

ARTICLE V: STANDING COMMITTEES OF THE BOARD

- Include "Notices of Motion for Next Meeting" under the Order of Business for Standing Committees of the Board
- Revise under Item #6 to read "Items brought forward under "other matters" will be for discussion only.

- (f) "Member" means a person elected or acclaimed or appointed to the office of Trustee or member of the Board pursuant to the provisions of the Municipal Elections Act and the Education Act.
- (g) "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 verbatim recounting of the discussion.
- (h) "Officers of the Board" are the Chairperson, the Vice-Chairperson and the Director of Education and Secretary of the Board.
- (i) "Open Session", a meeting of the Board or a Committee of the Board that is open to the Public.
- (j) "Prevailing side" means the affirmative if the motion passed and the negative if the motion failed. A person is said to have voted on the prevailing side if that member voted yes on a motion that passed or no on a motion that failed.
- (k) "Reports" provide information in either a written, verbal and/or visual format. Reports whether from a standing, statutory or an ad-hoc committee, are generally kept as brief as possible and may contain recommendation(s).
- (l) "Session", a single or series of connected meetings devoted to a single order of business, program, agenda, or announced purpose; one session may contain more than one meeting.
- (m) "Special Committee", a committee appointed, as the need arises, to carry out a specified task, at the completion of which, on presentation of its final report to the Board, it automatically ceases to exist; includes committees formerly referenced as ad-hoc and sub-committees.
- (n) "Student Trustees", although not members of the Board, are elected by students of the Board or by a student representative body in accordance with Section 55 of the Education Act Ontario Regulation 7/07 Student Trustees and SCDSB Policy 2140. Their one-year term of office runs from August 1 of the year they are elected to July 31 of the following year.
- (o) "Time Sensitive Item", an item where a decision is required that cannot wait to be dealt with at the appropriate regularly scheduled Standing Committee meeting.
- (p) "Treasurer" means Treasurer of the Board, the Board may assign to the person so appointed any of the duties of the treasurer and the supervisor of maintenance of school buildings.

ARTICLE II: MEETINGS OF BOARD OF TRUSTEES

INAUGURAL MEETING (IN ELECTION YEARS)

1. The Inaugural meeting of a newly elected Board will be held on the first Monday in December at 7:30 p.m.

After twelve months of its approval by the Board, a substantive main motion may be brought back at any time by means of a motion to *amend something previously adopted, or rescind*.

NOTICE OF MOTIONS

1. A member must announce their intention to make a motion at the Meeting immediately preceding at which the motion is going to be made
2. A notice of motion presented at the current Board meeting does require a mover and a seconder.

ORDER OF BUSINESS FOR REGULAR BOARD MEETINGS

1. The Chairperson, Vice-chairperson and the Director shall meet monthly to determine all matters to be placed on the regular Board meeting agenda.
2. The order of business for each regular Board meeting will be as follows:
 - A.
 - (1) Roll Call
 - (2) Approval of Agenda
 - (3) Approval of Minutes
 - (4) Declaration of Conflicts of Interest
 - B. Closed Session in Committee of the Whole
 - C.
 - (1) Report from Student Trustees
 - (2) Presentations/Delegations
 - D. Recommendations for Action
 - (1) Report from the Closed Session of the Board in Committee of the Whole
 - (2) Matters Arising from Previous Meeting:
 - a) Unfinished business
 - b) Motion(s) for which notice was given at previous regular Board meeting
 - (3) Notice of Time Sensitive Motions from Statutory Committees
 - (4) Committee Minutes/Reports – Items for Decision
 - (5) Staff Reports – Items for Decision
 - (6) Committee Minutes/Reports – Items for Information
 - (7) Staff Reports – Items for Information
 - E. Other Matters
 - (1) Reports from Liaison Members
 - (2) Questions and Proposals from Trustees
 - (3) Notices of Motion for next meeting
 - (4) Professional Development seminars attendance
 - (5) Reports/Updates from Staff
 - (6) Correspondence
 - F. Future meetings of the Board, Standing Committees and Advisory Committees
 - G. Adjournment

COMMITTEE MEETINGS IN CLOSED SESSION

1. All meetings of committees of the Board will be open to the public unless closed under conditions required by the Education Act or other relevant legislation.
2. Pursuant to Section 207 (2) of the Education Act and the Municipal Freedom of Information and Protection of Privacy Act, a meeting of any committee of the Board, including a committee of the whole Board, may be closed to the public when the subject matter under consideration involves:
 - 2.1 the security of the property of the Board;
 - 2.2 the disclosure of intimate, personal or financial information in respect of any individual including a member of the Board or committee, an employee or prospective employee of the Board, a student or a person responsible for the care and custody of the student or a member of the public;
 - 2.3 the acquisition or disposal of a school site;
 - 2.4 decisions in respect of negotiations with employees of the Board;
 - 2.5 litigation affecting the Board;
 - 2.6 sensitive commercial, financial or labour relations information belonging to a private corporation with which the Board conducts business if the disclosure or information might result in undue loss or gain to any party.
3. Subject matter which includes personal information protected under the Municipal Freedom of Information and Protection of Privacy legislation shall be considered only in a closed meeting.
4. Pursuant to Section 55 (5) the Education Act, a student trustee may participate at a meeting that is closed to the public when the subject matter under consideration involves:
 - 4.1 the security of the property of the Board;
 - 4.2 the acquisition or disposal of a school site;
 - 4.3 decisions in respect of negotiations with employees of the Board;
 - 4.4 litigation affecting the Board.
5. Order of business in Closed Session:
 - A.
 - (1) Approval of Agenda
 - (2) Approval of Minutes
 - (3) Declaration of Conflicts of Interest
 - (4) Presentations/Delegations
 - B.
 - (1) Committee Minutes/Reports – Items for Decision
 - (2) Staff Reports – Items for Decision
 - (3) Committee Minutes/Reports – Items for Information
 - (4) Staff Reports – Items for Information
 - (5) Director/Staff Update (VERBAL)
 - C. Other Matters:
 - (1) Reports from Liaison Members
 - (2) Correspondence
 - (3) Notices of Motion for next meeting
 - (4) Questions and Proposals from Trustees
 - D. Future Business
 - E. Rise and Report

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 Committee 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 Committee Decision
 5. Items for Information
 6. Correspondence
 7. Other Matters
 8. Rise and Report to Committee of the Whole Board
 9. Notices of Motion for next meeting
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. ~~and motions will not be in order, with the exception of notices of motion.~~
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.

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 SEPTEMBER 19, 2011**

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

PRESENT

SEAC Members: Angie Bridekirk, Joanne Brown, Susan Clough, Mary Haire,
James Hall, Margaret Homewood, Laura LaChance, Michele Locke (Trustee),
Krista Mayne (Trustee), Joanne McCafferty, Sari Russell.

SEAC Alternates: Kevin Berry.

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

Regrets

SEAC Members: Peter Beacock (Trustee), Kim Latour.

(2) **Approval of Agenda**

Superintendent Hili requested that "Transitions Event" be added to the agenda.

Chairperson Bridekirk suggested that Transitions Event be added as item B 4 (e) under
Staff Member Reports.

Moved by Joanne Brown
Seconded by Michelle Locke

That the agenda be approved as amended

CARRIED

(3) **Approval of Minutes**

(a) **Minutes of the Regular Committee Meeting June 6, 2011**

Moved by Laura LaChance
Seconded by Joanne McCafferty

That the minutes of the regular meeting of the Special Education Advisory
Committee held June 6, 2011 be approved.

CARRIED

B. (1) Presentations and Discussion

(a) Welcome and Introductions

Chairperson Bridekirk welcomed Board staff members, SEAC members, and guests to a new season of the Special Education Advisory Committee (SEAC). She shared regrets from Peter Beacock and Kim Latour and noted the resignation of Kim Martin, SEAC Member for Simcoe Community Services, and Hugh West, SEAC Alternate Member for Voice for Hearing Impaired Children. Chairperson Bridekirk also shared that an expression of interest has been received from Easter Seals.

Chairperson Bridekirk welcomed Victoria Edwards, Student Trustee from Bear Creek Secondary School. Reet Skelton, Volunteer and Public Awareness Coordinator for Simcoe Community Services and Heather Black Teacher at Huron Park Public School were also welcomed.

(b) SCDSB Special Education Statement of Beliefs

Joanne Brown read the Statement of Beliefs.

(c) Simcoe Community Services Inclusion Excellence Award Presentation

Reet Skelton, Volunteer and Public Awareness Coordinator with Simcoe Community Services, presented Heather Black, a Developmental Skills teacher at Huron Park Public School, with a Simcoe Community Services Inclusion Excellence Award.

The award recognizes the exceptional efforts of Simcoe County District School Board (SCDSB) staff and students who exemplify inclusion by seeing possibilities and opportunities for those who have an intellectual disability, and by showing a genuine desire to see all students become contributing members of their school community.

(d) Special Education Report 2011-2012

Superintendent Hili acknowledged the work and input that went into the Simcoe County District School Board Special Education Report 2011-2012 from SEAC members and Board staff. She referred SEAC members to the summary of changes for the 2011-2012 Special Education Report provided in their folders. Superintendent Hili noted that the report is compliant with the Ministry checklist and that the report was posted to the SCDSB public website by September 1, 2011. The report can be accessed at:

<http://scdsb.on.ca/media/files/programs-and-services/specialeducation/Special%20Education%20Report.pdf>

Superintendent Hili communicated that revisions can be made at any time, should there be a need to update or revise a section(s) of the report.

Laura LaChance inquired if there has been any update or direction from the Ministry regarding compliance for transitions. It is Superintendent Hili's understanding that there will be a tri-ministerial approach to the Transitions Framework.

(2) **SEAC Member Reports**

Chairperson Bridekirk reported that Dr. Lindy Zaretsky, former SCDSB Superintendent of Instructional Services and Leadership has been appointed as the New Director of Geneva Centre for Autism.

Laura LaChance reported that Parents of Down Syndrome Simcoe County hosted their first golf tournament on September 16, 2011. Laura also reported on the Down Syndrome Association of Ontario's Provincial Conference that will be held October 21 – 23, 2011 at the Great Wolf Lodge in Niagara Falls and the Canadian Down Syndrome Society National Conference that will be held next May in Toronto. Laura spoke to the "Big 5" advocacy issues (Rights, Health, Social Participation, Education, and Employment) related to the UN Convention on The Rights of Persons with Disabilities that are the theme of the 2012 World Down Syndrome Congress. Laura also noted that there will be some well-known key-note speakers. More details will be shared as they become available.

Susan Clough reported that Autism Ontario will be holding its Annual Conference October 21-22, 2011. Dr. Lindy Zaretsky and Lynn Ziraldo will be among the guest speakers at the event.

(3) **Board Reports**

(a) **Regular Board Meetings of June 22, 2011 & August 24, 2011**

Trustee Mayne provided a brief overview of the June 22, 2011 Board meeting. She spoke to Chairperson Debra Edward's welcoming message, noting that Brian Jeffs who has been appointed Chief Financial Officer was welcomed to the Board. Chairperson Edwards also welcomed new student trustees Frank Li of Eastview Secondary School, and Victoria Edwards of Bear Creek Secondary School.

Trustee Mayne noted that Trustee Robert North recognized last year's Student Trustees with the Roy Edwards Student Trustee Awards for their service to public education during the 2010-2011 school year.

Trustee Mayne spoke to the Trustee Tribute that Vice-Chairperson Caroline Smith presented to Jo-Anne Wilton, a Teacher at Collingwood Collegiate Institute, in recognition of her exemplary work in developing the SCDSB's Educational Outreach program to re-engage students.

It was also noted that Trustees approved the renaming of the Native Advisory Committee as the First Nations Education Advisory Committee effective immediately.

Trustee Locke provided a brief overview of the August 24, 2011 Board meeting. She provided an update on the transformation of Board meetings into paperless meetings, noting that Trustees have gone paperless for standing committee meetings.

Trustee Locke spoke to a Trustee Tribute that Vice-Chairperson Caroline Smith presented to Judah Page, student at Nottawasaga and Creemore Public School in recognition of Judah's achievements in being Provincial Runner-up in the recent Canadian Legion Public Speaking Contest and a representative of the Safe Schools Committee.

Trustee Locke also spoke to the Restorative Justice training that was delivered to SCDSB staff members during the summer, and the Board Self Evaluation Questionnaire that trustees participated in.

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

(4) Staff Member Reports

- (a) Kinark After School Sessions

Hailey McLean, Central Program Consultant in Special Education reported that last year Kinark's School Support Program (SSP) – Autism Spectrum Disorder (ASD) partnered with the SCDSB Special Education staff to offer three after school workshops for parents and educators focusing on Policy/Program Memorandum 140 (PPM 140). The workshops were held in April, May and June. The April workshop provided an introduction to Applied Behaviour Analysis (ABA); the May workshop spoke to ABA and the Individual Education Plan (IEP); and the June workshop focused on sexuality and ASD.

Hailey circulated participant feedback on the workshops, noting that the sessions were well received and that Kinark and the SCDSB are looking to run an additional 8 afterschool sessions this school year. The sessions will start in October and will run until May. Hailey confirmed that there are 20 seats for educators and 20 seats for parents in each session. She noted that a flyer has been drafted to be distributed to the schools with the hope that the flyer will go home to parents when the IEPs are sent. SEAC members requested an electronic copy of the flyer so that they could circulate it among their associations.

- (b) Ziggurat Summer Session

Alexa Barrie, Central Program Consultant in Special Education provided a brief overview of the Ziggurat model, noting that it is a guide for designing comprehensive behavior interventions for individuals of all ages with autism spectrum disorders. The model looks at five different domains in a structured hierarchy, with each level representing an area that must be addressed in order for an intervention plan to be comprehensive. The model is used to derive program goals for complex individual cases looking at the students' strengths and needs. It was noted that parents are involved in the process and are asked to complete a student checklist. Alexa noted that all principals have received an overview of the Ziggurat Model, and that three staff members at every school were trained last year.

Alexa reported that a two-day summer session was held on July 4 and 5, 2011 for interested SCDSB staff to learn about the Ziggurat Model and its application. Forty teachers attended the session. Two more sessions are being scheduled for February and March, with 40 seats available in each session for interested staff.

Alexa answered SEAC member inquiries regarding how Special Education Resource Teachers (SERTs) receive the training, and who determines what children under the spectrum receive the programming. Concern was expressed that some students who could really benefit from the Ziggurat programming have not yet received it, so the importance of disseminating information about the program was noted.

(c) Grade 4-9 Summer Assistive Technology Camp to Support Students with SEA Equipment

Connie Gray Integrated Technology Consultant in Special Education presented information on the Grade 4-9 Summer Assistive Technology Camp that was held from August 8-11, 2011 for students with Special Equipment Amount (SEA) Equipment. Connie noted that the camp was designed for students with learning disabilities who would benefit from the intensive training to reinforce and strengthen their computer and assistive technology skills.

Students in Grades 4, 5 and 6 attended the camp from 8:30 a.m. to 11:30 a.m. and students in Grades 7, 8 and 9 attended from 1:00 p.m. to 4:00 p.m. One parent, guardian or support person per student was also required to attend separate training, specifically designed for adults who wanted to support their child in his/her use of the SEA equipment.

VocaLinks Incorporated provided the training staff for the camp; Connie assisted with the training and was available to answer any questions parents and/or students had. The program provided students with hands-on training on Kurzweil 3000, WordQ, Inspiration and Dragon Naturally Speaking. Students received instruction in learning strategies, reading for pleasure, demystifying learning disabilities and heard about many success stories. The last day featured a student guest speaker. The program for parents investigated strategies to support their child, advocacy, navigating the Special Education system and learning how to celebrate their child's strengths.

Connie spoke to the success of the summer camp. She shared feedback from parents and caregivers and showed a video clip of the media recognition that the camp received. Letters to various newspapers regarding the summer camp were also discussed.

SEAC members were excited to hear about the camp and inquired about future camps and training. Peter Gumbrell, Principal of Special Education and Connie spoke about possible partnerships for future training camps, and noted that the new model that was instituted by the Ministry last year for the funding of Special Equipment Amount (SEA) technology provides for much more flexibility in terms of training for staff and students. Principal Gumbrell also spoke to a recent memo that was issued to system principals in terms of SEA Assistive Technology Training for teachers for the 2011-2012 school year.

Moved by Laura LaChance
Seconded by Susan Clough

That the Special Education Advisory Committee recommends to the Board that any notice of training and professional development (PD) related to special education programs and services be circulated to SEAC members at the same time as its system-wide distribution to schools.

CARRIED

A brief discussion ensued regarding the motion. Superintendent Hili noted that special education training opportunities for staff and community members are currently being mapped onto a calendar, and that she would be happy to ensure that information regarding training is brought forward on a monthly basis. There was a request for the information to be sent electronically to SEAC.

(d) Student Assessment Project

Superintendent Hili provided a brief overview of the Ontario Psychological Association (OPA) Student Assessment project and to the 2007 Assessment Capacity Building Plan. She outlined some of the key project objectives such as reducing student wait times and enhancing teacher capacity. Superintendent Hili outlined some of the activities and initiatives in place to sustain the work of the Student Assessment Project. She spoke to professional learning communities (PLCs), common language, continuous assessment and psychological assessments. Superintendent Hili spoke to the newly implemented electronic process for all Special Education Services in terms of how information is input and delivered directly to the service provider resulting in a quick turn-around and reduced wait times. Additional funding was also approved through the budget process for psychological assessments.

Superintendent Hili answered SEAC member inquiries regarding wait times and external service providers. She confirmed that the referral process takes approximately four to six weeks and that the approved funding is for external psychological assessments. There was also an inquiry regarding the process for determining who receives a psychological assessment. Superintendent Hili and Principal Gumbrell addressed the question and spoke to early identification and intervention and Board wide assessments such as PM Benchmarks and K-TEA. Ongoing discussion through the Strengths and Needs Committee (SNC) process was also noted as a key factor in terms of determining the need for a psychological assessment. There was an inquiry whether parents can request a psychological assessment, and it was confirmed that parents may request a psychological assessment through the SNC process.

There was also an inquiry regarding psychological assessments for students transitioning to post-secondary. If students require a psychological assessment for "exit" transition planning, what are the ministry criteria, is there funding, system support and services that the Board can provide? Chairperson Bridekirk reported that she will try to schedule the Developmental Services Ontario Program Manager to present at a future SEAC meeting to address some of the questions, and Superintendent Hili indicated that she would look into the inquiry and report back.

SEAC members inquired about the number of assessments that were completed last year. Superintendent Hili discussed the range of assessments completed.

(e) Transitions Event

Hailey McLean spoke to the Transitions Event that has been held the past few years. She reported on a possible partnership with the Children's Treatment Network (CTN) to host the transitions event next year, and noted that staff is in the process of determining how to proceed this year. Various options were discussed with input being sought from SEAC: One option would be to host the event every other year and not hold the event this year. If the event is held this year, a date and location need to be determined. SEAC members suggested video streaming portions of the event in order to reach more community members if the event is held this year. Hailey thanked SEAC members for their input.

Chairperson Bridekirk suggested that further comments and suggestions be forwarded to Hailey.

(5) **Committee Reports/Updates**

Laura LaChance reported that the RAP Committee met a week prior to SEAC for a brainstorming session to address issues and items that require completion or need to be brought forward. Superintendent Hili brought a calendar to the meeting so that the items could be scheduled for various SEAC meetings throughout the school year. The Rap Committee looks forward to seeing the draft calendar in October.

C. **Information**

(1) **Correspondence**

Chairperson Bridekirk noted and spoke to three letters that were received from the Near North District School Board SEAC addressed to the Honourable Leona Dombrowsky, Minister of Education.

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

There was a proposal for VOICE SEAC news to be shared and circulated with SEAC members. Jennifer will email SEAC members the information provided by Mary Haire, and VOICE SEAC News will be added to the October Agenda.

Chairperson Bridekirk proposed arranging for the Developmental Services Ontario Program Manager to present at a future SEAC meeting. Chairperson Bridekirk will try to arrange the presentation for the October SEAC meeting.

Since the SEAC orientation was post-poned in September, it was proposed that the training be rescheduled for October.

(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) **SEAC Meeting Dates 2011-2012 School Year**

The proposed list of meeting dates was reviewed. SEAC members voted to hold the December SEAC meeting on December 12th as opposed to December 19th. There was no change to any of the other dates.

E. Future Business and Adjournment

Moved by Michelle Locke
Seconded by Krista Mayne

That the meeting be adjourned.

CARRIED

RECOMMENDATION

That the Special Education Advisory Committee recommends to the Board that any notice of training and professional development (PD) related to special education programs and services be circulated to SEAC members at the same time as its system-wide distribution to schools, as outlined in Report No. D-4-a, Minutes of the Special Education Advisory Committee Meeting held September 19, 2011, dated October 26, 2011.

Respectfully submitted by:

Phyllis Hili
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

October 26, 2011

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, OCTOBER 12, 2011**

The Human Resources Standing Committee met in Public Session on Wednesday, October 12, 2011, at the Education Centre.

PRESENT:

Committee Members

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

Student Trustees

Victoria Edwards.

REGRETS:

Committee Members

Debra Edwards, Jodi Lloyd.

Administration

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

ABSENT:

Committee Members

Jeff Monague.

Student Trustees

Frank Li, Matt Stergiou.

Recording Secretary

Kary Hancock.

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

Approval of the Agenda

MOTION

Moved by Michele Locke
Seconded by Nicole Black

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest - Nil

Presentations/Delegations - Nil

MOTION

Moved by Caroline Smith
Seconded by Krista Mayne

That the Human Resources Standing Committee move into closed session.

CARRIED

The Human Resources Standing Committee reconvened in public session at 6:15 p.m.

Items for Committee Decision

1. **Revision to Policy No. 3035 – Workplace Conflict Resolution (HR-D-1)**

Janis Medysky, Associate Director, provided an overview of the report. This policy was originally adopted by the Board in April 1994 and then revised in September 2007. Minor housekeeping changes were made to improve the wording of this policy in keeping with current legislation.

Moved by Robert North
Seconded by Krista Mayne

(1)

#HR-2011-10-12-19

That the Human Resources Standing Committee recommend that the Board approve the revisions to Policy No. 3035 – Workplace Conflict Resolution, as set out in APPENDIX C of Report No HR-D-1, Revision to Policy No. 3035 – Workplace Conflict Resolution, dated October 12, 2011.

CARRIED

Items for Information

1. **Elementary & Secondary Staffing Update (VERBAL)**

53 elementary schools had to reorganize on September 22, 2011. At that time, the board's elementary schools were in compliance with Ministry class size requirements as well as compliant with the ETFO collective agreement. Overall, we required an increase of 7.5 teachers in JK/SK requiring two additional unfunded classes in the full day kindergarten program. In Grades 1 to 8 there was a decrease of 12 teachers. Overall, we realized a net decrease of 4.5 teachers.

Once factors such as planning time, FSL, and EFSL were factored in, there was a decrease of 1.2 teachers.

In secondary, there was a decrease of 251.9 students in regular education and 10.75 students in special education programming. This resulted in a 14.33 FTE teacher decrease to the system which meant for a decrease of 38 sections. Principals were able to collapse sections without significant impact on program.

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 Christine Williams
Seconded by Caroline Smith

That the meeting be adjourned at 6:35 p.m.

CARRIED

RECOMMENDATION

That the Board approve the revisions to Policy No. 3035 – Workplace Conflict Resolution, as set out in APPENDIX C of Report No HR-D-1, Revision to Policy No. 3035 – Workplace Conflict Resolution, dated October 12, 2011.

Respectfully submitted by:

Janis Medysky
Associate Director

Approved for submission by:

Kathryn Wallace
Director of Education

October 26, 2011

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

FROM: Superintendent of Facility Services

SUBJECT: **SIMCOE COUNTY STUDENT TRANSPORTATION CONSORTIUM
ANNUAL GENERAL MEETING (AGM) DESIGNATED VOTING MEMBER
AND ALTERNATE VOTING MEMBER**

1. Background

In accordance to Section 10.1 of the Simcoe County Student Transportation Consortium (SCSTC) By-laws, the SCSTC Board of Directors, in compliance with Section 293 of the Corporations Act, has scheduled its Fiscal 2011-2012 Annual General Meeting (AGM) on Thursday, November 24, 2011, from 10:00 a.m. to 1:00 p.m.

2. Board Representation

The SCSTC has two member organizations – Simcoe County District School Board and the Simcoe Muskoka Catholic District School Board. Each member organization is entitled to one vote at SCSTC member meetings.

An alternate voting member is also requested to be named to vote on behalf of the member organization if the designated voting member is unavailable.

The individual selected is asked to be present at the Thursday, November 24, 2011 AGM to move and vote on motions as our member organization's representative. Attached as APPENDIX A is the AGM Voting Member Identification/Certification form.

RECOMMENDATIONS

1. That the Board appoint _____ to serve as the designated voting member for the November 24, 2011, SCSTC AGM as set out in APPENDIX A of Report No. D-5-a, Simcoe County Student Transportation Consortium Annual General Meeting (AGM) Designated Voting Member and Alternate Voting Member, dated October 26, 2011.
2. That the Board appoint _____ to serve as the designated alternate voting member for the November 24, 2011, SCSTC AGM as set out in APPENDIX A of Report No. D-5-a, Simcoe County Student Transportation Consortium Annual General Meeting (AGM) Designated Voting Member and Alternate Voting Member, dated October 26, 2011.

Respectfully submitted by:

John Dance
Superintendent of Facility Services

Approved for submission by:

Kathryn Wallace
Director of Education

October 26, 2011

SIMCOE COUNTY STUDENT TRANSPORTATION CONSORTIUM
Meeting of Members and Annual General Meeting
Fiscal 2011-2012

REPORT NO. D-5-a
APPENDIX A
OCTOBER 26, 2011

AGM VOTING MEMBER IDENTIFICATION/CERTIFICATION

September 7, 2011

In accordance to **Section 10.1** of the Simcoe County Student Transportation Consortium (**SCSTC**) **By-laws**, the SCSTC Board of Directors, in compliance with **Section 293** of the **Corporations Act**, has scheduled the Fiscal 2011-2012 Annual General Meeting (AGM) of the SCSTC membership for:

THURSDAY, NOVEMBER 24, 2011
10:00 AM TO 1:00 PM
SCSTC BOARDROOM
64 CEDAR POINTE DRIVE, BARRIE

Please complete **A.) B.)** and **C.)** below and return this document to Michael Kodama (mkodama@scstc.ca) by Friday, November 4, 2011. This document identifies and certifies the individual assigned as your organization's designated one (1) AGM voting member (as referenced in **Section 9.2.1** of the **SCSTC By-laws**). This individual will be present at the Thursday, November 24, 2011 AGM and other fiscal 2011-2012 meetings of the members to move and vote on motions as your member organization's representative.

A.) Member Organization:

(Print name of School Board)

B.) Designated Voting Member for fiscal year 2011-2012 (including the November 24, 2011 AGM):

(Print name of "designated" voting member)

(Print name of "alternate" voting member)

The **"alternate" voting member** will vote on behalf of the member organization if the **"designated" voting member**, for any reason, is not available.

C.) Authorization:

(Print name of authorizing individual)

(Print title of authorizing individual)

(Signature of authorizing individual)

Date

If deemed relevant to your school board, accompanying your completed AGM Voting Member Identification/Certification, please provide a copy of any approval documentation from your member organization - such as a respective motion from your member organization's Board of Trustees.

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 2011:02**

Background

The Board approved the establishment of two Accommodation Review Committees (ARCs) on November 24, 2010. 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 No. D-5-d, Accommodation Review Committee (ARC) Membership: ARC 2011:01 and ARC 2011:02 dated August 24, 2011 and in Report No. D-5-a, Accommodation Review Committee (ARC) Membership Update: ARC 2011:01 and ARC 2011:02, dated September 28, 2011. Since approval of the memberships for both ARCs an additional member has been appointed by the Township of Severn for the ARC 2011:02. The Township of Severn has indicated no representative has been appointed to ARC 2011:01 at this time.

The updated membership list for ARC 2011:02 is attached as APPENDIX A.

RECOMMENDATION

That the Board approve the ARC membership for ARC 2011:02 (Coldwater PS, Moonstone ES, and Warminster PS), as set out in APPENDIX A of Report No. D-5-b, Accommodation Review Committee (ARC) Membership Update: ARC 2011:02, dated October 26, 2011.

Respectfully submitted by:

John Dance
Superintendent of Facility Services

Approved for submission by:

Kathryn Wallace
Director of Education

October 26, 2011

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: Ron Stevens

SCDSB Trustee(s)	Peter Beacock
	Jodi Lloyd

Superintendent of Education	Steve Blake
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Superintendent of Facility Services/Chair	John Dance
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TO: The Chairperson and Members of the
Simcoe County District School Board

FROM: Superintendent of Education

SUBJECT: **SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) MEMBER RESIGNATION AND
APPOINTMENT**

1. **Background**

Regulation 464/97 sets out the requirement that each Board establish a Special Education Advisory Committee (SEAC). If a seat or position on a Special Education Advisory Committee becomes vacant, the Board that appointed the person whose seat or position has become vacant shall appoint a qualified person to fill the vacancy for the remainder of the term of the person whose seat or position has become vacant as laid out in Regulation 464/97, Section 8. Subsection 3 states that where a seat of a member is vacant and has not yet been filled, the alternate for the member, if there is an alternate, shall act in the member's place for all purposes of this regulation.

2. **Current Status**

In September 2011, Kim Martin, SEAC Member for Simcoe Community Services submitted her resignation from the Simcoe County District School Board (SCDSB) SEAC.

Simcoe Community Services has put forward a nomination to have the SEAC member position filled by Sue Downing.

Ms. Downing meets the criteria for selection as member for Simcoe Community Services.

RECOMMENDATION

That the Board appoint to the Special Education Advisory Committee, effective immediately, Sue Downing as member for Simcoe Community Services, as set out in Report No. D-5-c Special Education Advisory Committee (SEAC) Member Resignation and Appointment, dated October 26, 2011.

Respectfully submitted by:

Phyllis Hili
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

October 26, 2011

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, OCTOBER 5,
2011**

The Business and Facilities Standing Committee met in Public Session on Wednesday, October 5, 2011, at the Education Centre.

PRESENT:

Committee Members

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

Administration

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

Student Trustees

Victoria Edwards.

Staff

David Few, Rick Hodgkinson, Mark Twardowski.

REGRETS:

Committee Members

Peter Beacock, Nicole Black, Caroline Smith, Christine Williams.

Student Trustees

ABSENT:

Committee Members

Jeff Monague.

Student Trustees

Frank Li, Matt Stergiou.

Recording Secretary

Tina Bazuk.

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

Approval of the Agenda

MOTION

Moved by Debra Edwards
Seconded by Krista Mayne

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 Armstrong called for nominations for the position of Vice-Chairperson of the Business and Facilities Standing Committee for the evening.

Moved by Debra Edwards
Seconded by Suzanne Ley

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 Armstrong 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.

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

Presentations

Michael Kodama, CEO and General Manager of the Simcoe County Student Transportation Consortium (SCSTC), demonstrated the consortium's new website which is scheduled to launch this fall.

CEO and General Manager Kodama responded to questions from trustees at this time.

Items for Committee Decision - Nil

Items for information

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

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

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

This report was provided for information.

2. 2011-2012 Student Enrolment on September 23, 2011 (BF-I-2)

John Dance, Superintendent of Facility Services and Rick Hodgkinson, Assistant Manager of Admissions and Enrolment, provided an overview of the report which detailed Student Enrolment as of September 23, 2011. The Enrolment numbers will be finalized on October 31, 2011.

Elementary enrolment as of September 23, 2011 totaled 34,447 students, with a calculated average daily enrolment (ADE) of 31,243. Student enrolment board-wide during the first two weeks of the school year is 0.2% higher than projected with a slight 0.2% decrease in the calculated ADE.

Secondary enrolment as of September 23, 2011 totalled 17,833 students, with a calculated ADE of 17,298. Secondary enrolment is 1.1% lower than projected with a 1.1% decrease in calculated ADE.

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

This report was provided for information.

The committee recessed at this time.

3. Capital Plan – 2011 (BF-I-3)

Superintendent Dance and David Few, Manager of Planning and Enrolment, provided an in depth overview of the report which detailed the Capital Plan for 2011 and APPENDIX A as it provided information about SCDSB secondary schools and their respective families of schools. The 2011 Capital Plan will continue to be developed to incorporate initiatives and increasingly provide a concise overall reference that will support inclusive, equitable and safe learning and working environments throughout the board through its multi year plan goals and directions.

A revision was made to the report under section 3. Capital Priority Projects. The word South was removed from b) so it now reads Barrie S. S. As we go through the 2011 Capital Plan, any required amendments will be made to the document prior to submitting to the Ministry.

Additional sections of the 2011 Capital Plan will be brought forward to future Business and Facilities Standing Committee Meeting.

Superintendent Dance and Manager Few responded to questions from Trustees at this time.

This report was provided for information.

Correspondence – Nil

Other Matters - Nil

MOTION

Moved by Jodi Lloyd
Seconded by Krista Mayne

That the meeting be adjourned at 8:20 p.m.

CARRIED

4. 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
Director of Education

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, OCTOBER 12, 2011**

The Program Standing Committee met in Public Session at the Education Centre on Wednesday, October 12, 2011.

PRESENT:

Committee Members

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

REGRETS:

Committee Members

Debra Edwards.

ABSENT:

Committee Members

Jeff Monague.

Student Trustees

Victoria Edwards, Matt Stergiou.

ABSENT:

Student Trustees

Frank Li.

Administration

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

Staff

Suzanne Dobson, Peter Gumbrell, Jean Hargreaves, Jane Hofmann, Ann McClure, Tracy McPhail, Sandra Sangster.

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 Krista Mayne
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. **Results of the 2010-2011 Provincial Assessments (PRO-I-1)**

Superintendent of Education Kathy Bailey welcomed Sandra Sangster, Manager of Research and Development. Superintendent Bailey provided a presentation on data generally to help contextualize the results. Superintendent Bailey provided an overview of the Grades 3, 6, and 9 results of the Education Quality and Accountability Office (EQAO) assessment for both the Simcoe County District School Board (SCDSB) and the province. OSSLT results were also presented. Results from EQAO testing, in conjunction with other Board assessments and Superintendent monitoring, inform the direction for the Board Improvement Plan for Student Achievement and Well-being (BIPSA-W).

Trustee Lloyd entered the meeting at this time.

Superintendent Bailey shared that the results of the provincial assessments provide an opportunity to re-assess areas of need and build on areas of strength within the BIPSA-W.

Superintendent Bailey and Manager Sangster responded to questions from trustees related to long range EQAO data, student groupings within the data, students with special needs, and the implications of the above for program delivery.

This report was provided for information.

2. **Board Improvement Plan for Student Achievement and Well-being 2011-2012 Update (PRO-I-2)**

Superintendent Bailey provided a presentation on Board improvement planning to help contextualize how the BIPSA-W responds to data generally and how staff arrive at data-driven decision making. Key messages regarding the SCDSB BIPSA-W were shared. Superintendent Bailey welcomed Jean Hargreaves, Principal of Program, and Jane Hofmann, School Effectiveness Lead. The process for refinement for the BIPSA-W as a result of recent assessment and report card data was shared with the committee. Specific targeted areas of support for 2011-2012 include mathematics in the Junior division and Grade 9 applied, and literacy to support students in applied Mathematics as well as OSSLT strategies to support the above were reviewed.

Superintendent Bailey noted that our focus continues to be literacy and numeracy across the curriculum, explicit teaching of critical thinking skills, differentiated instruction and assessment and making clear connections between and among the BIPSA, School Improvement Plans (SIPsAs), and student achievement. Principal Hofmann provided an overview of the School Effectiveness Framework (SEF) and the value of SEF as a tool that identifies areas of strength and needs for improvement through performance indicators.

The provision of technology-enabled learning environments is another key focus of the BIPSA. The Ministry of Education is supporting boards with funding for an eContact teacher to facilitate the above. Principal Hargreaves presented a summary of the Homework Help online interactive website staffed by Ontario teachers to assist students after school hours. As well as a tutor program, Homework Help includes interactive tools to improve conceptual learning, a scientific calculator, and a glossary of terms to better understand mathematical language.

Superintendent Bailey answered questions and responded to comments from trustees related to School Effectiveness, Homework Help and reaching every student.

This report was provided for information.

3. Student Success Initiatives (PRO-I-3)

Superintendent of Education Steve Blake welcomed Student Success Principal Tracy McPhail and School Support Initiative Student Success Leader Ann McClure. A detailed presentation charted the Student Success/Learning to 18 initiatives that support students in finding a pathway to graduation.

Principal McPhail outlined various services and programs that focus on meeting the diverse educational needs of students throughout the SCDSB. Action Research projects facilitate job-embedded professional learning through differentiated instruction. “My Blueprint Education Planner” was shared as a tool to support students in their credit selection and pathway goals. Director of Education Kathryn Wallace noted that the tool will also help grades 7 and 8 students and parents to make more informed choices for secondary pathways planning. Principal McPhail answered trustee questions related to the planner including parent participation and the use of the planner overall.

Principal McPhail provided information regarding the expansion of cooperative education opportunities, the Supervised Alternative Learning (SAL) program, initiatives to re-engage early leavers, Specialist High Skills Major (SHSM) opportunities and the Ontario Youth Apprenticeship Program.

Principal McClure outlined the School Support Initiative that helps identify the essential practices that a school will focus on. In addition, the School-College-Work-Initiative (SCWI) is designed to assist students, teachers and parents in exploring the college pathway and to provide transitions to post-secondary opportunities. Principal McPhail answered trustee queries about funding sources for the SCWI, the continuity of SHSM programs and students taking dual credit college courses. Trustee Ley asked for further information to come forward at a future meeting regarding the number of students taking dual credits who go on to choose a post-secondary pathway.

Finally, a review of Student Voice and Equity and Inclusion initiatives as included in the Ministry of Education’s student engagement strategy, were shared.

This report was provided for information.

Other Matters

Student Trustee Edwards requested additional information regarding opportunities for students performing at higher levels of achievement. Director Wallace confirmed that further information would follow in the new year. Trustee Lloyd added that she would like to see what other opportunities there exist for gifted students across the province among other boards.

Moved by Nicole Black
Seconded by Caroline Smith

That the meeting be adjourned.

Meeting adjourned at 10:00 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

October 26, 2011

Ministry of Training,
Colleges and Universities

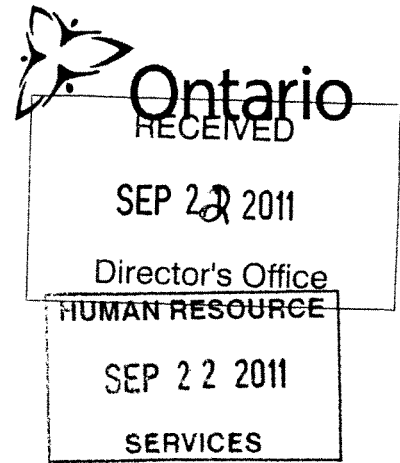
Assistant Deputy Minister
Postsecondary Education Division

7th Floor Mowat Block
900 Bay Street
Toronto ON M7A 1L2
Tel (416) 325-2116
Fax (416) 326-3256
Email : Nancy.Naylor@ontario.ca

Ministère de la Formation
et des Collèges et Universités

La sous-ministre adjointe
Division de l'éducation postsecondaire

900, rue Bay
7^e étage Édifice Mowat
Toronto ON M7A 1L2
Tél (416) 325-2116
Télééc (416) 326-3256
Courriel : Nancy.Naylor@ontario.ca



September 12, 2011

Directors, District School Boards
Secretaries, School Authorities
Simcoe County DSB
1170 26 Highway
Midhurst, ON L0L 1X0

We are pleased to inform you that 213 students in your school board have won the Province's Queen Elizabeth II Aiming for the Top Scholarships. A list of the recipients from your school board is enclosed for your information.

The Queen Elizabeth II Aiming for the Top Scholarship Program is a program of the Ontario Government that rewards students who graduate with top marks at their high school, and who plan to continue their studies at an Ontario college or university. Students who maintain an 80 per cent average at the postsecondary level can receive these scholarships, which are worth up to a maximum of \$3,500 per year, for up to four years in total.

This year, the Government is investing \$35 million in Queen Elizabeth II Aiming for the Top Scholarships that are being issued to 14,205 students across Ontario.

We can all be very proud of the accomplishments of these students, their teachers, and their high schools. We are writing to the Principals at these high schools to inform them of the names of their students who have won a scholarship. As these students move on to college or university, their Queen Elizabeth II Aiming for the Top Scholarship will provide both concrete financial support and recognition of their academic achievement.

If you have any questions about this scholarship, please contact Joan Duke, Program Coordinator at 807 343-7813.

A handwritten signature in cursive script, appearing to read "Nancy Naylor".

Nancy Naylor
Assistant Deputy Minister
Ministry of Training, Colleges and Universities