

SIMCOE COUNTY DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING - WEDNESDAY, JANUARY 18, 2012

A G E N D A

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

PUBLIC SESSION

- A. (1) Roll Call
- (2) Approval of Agenda
- (3) Approval of Minutes
 - (a) Minutes of the Regular Meeting of the Board held December 21, 2011
- (4) Declaration of Conflicts of Interest

CLOSED SESSION

- B. Committee of the Whole

PUBLIC SESSION

- C. (1) Report from Student Trustees
- (2) Delegations/Trustee Tributes - Nil
- D. **RECOMMENDATIONS FOR ACTION**
 - (1) Report from the Closed Session of the Board in Committee of the Whole
 - (2) Matters Arising from Previous Meeting:
Motion(s) for which notice was given at previous Board Meeting - Nil
 - (3) Notice of Time Sensitive Motions from Statutory Committees - Nil
 - (4) Committee Minutes/Reports - Items for Decision
 - (a) Report of the Special Education Advisory Committee Meeting held December 12, 2011 **(REPORT TO FOLLOW)**
 - (b) Report of the Business and Facilities Standing Committee Meeting held January 11, 2011 **(REPORT TO FOLLOW)**
 - (5) Staff Reports – Items for Decision - Nil
 - (6) Committee Minutes/Reports - Items for Information - Nil
 - (7) Staff Reports - Items for Information – Nil
- E. **OTHER MATTERS**
 - (1) Reports from Liaison Members
 - (2) Notices of Motion for next meeting
 - (3) Questions and Proposals from Trustees
 - (4) Professional Development Seminars Attendance
 - (5) Reports/Update from Staff
 - (6) Correspondence - Nil

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

Business and Facilities Standing Committee Meeting – February 1, 2012 at 6:00 p.m. –
Audit Committee Meeting – February 6, 2012 at 6:00 p.m. – Coldwater Room
OSSTF Teacher/Trustee Relations Meeting – February 8, 2012 at 4:30 p.m. –
Coldwater Room
Human Resources Standing Committee Meeting – February 8, 2012 at 6:00 p.m. –
Georgian Room
Program Standing Committee Meeting – February 8, 2012 at 7:00 p.m. – Georgian
Room
Special Education Advisory Committee Meeting – February 13, 2012 at 7:00 p.m. –
Georgian Room
Parent Involvement Committee Meeting – February 22, 2012 at 5:00 p.m. –
Kempfenfelt Room
Regular Meeting of the Board – February 22, 2012 at 6:00 p.m., followed immediately
by the Committee of the Whole in Closed Session (Georgian Room), Public Session will
resume at 7:30 P.M (Roy Edwards Room)

G. ADJOURNMENT

SIMCOE COUNTY DISTRICT SCHOOL BOARD

PUBLIC SESSION

REVISED RECOMMENDED ACTION – WEDNESDAY, JANUARY 18, 2012

REPORT	FYI	Decision Req.	MOTION
			Call Meeting to order. Roll Call
		√	That the agenda be approved as printed.
A-3-a Board Minutes December 21, 2011		√	That the Minutes of the Regular Board meeting held Wednesday, December 21, 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 Delegations/Trustee Tributes			
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-4-a SEAC December 12, 2011		√	<p>That the Board approve that “in order to fulfil its mandated role as an Advisory Committee, that any distribution related to Special Education, be it electronic printed, be forwarded to SEAC prior to distribution. Such distributions should include any</p> <ul style="list-style-type: none"> • Policy announcements • Memos interpreting or explaining policy, • Directives regarding policy or procedure • Announcements of events or training opportunities for staff and families • Information packages or educational brochures and • Notices to families or stakeholders. <p>These items once forwarded to SEAC must be on the SEAC agenda as a discussion item at the next regularly scheduled SEAC meeting, and distributed to members ahead of the meeting with suitable time for review”, as outlined in Report No. D-4-a, Minutes of the Special Education Advisory Committee Meeting held December 12, 2011, dated January 18, 2012.</p>

SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 2
 JANUARY 18, 2012

<p>D-4-b Business and Facilities January 11, 2011</p>		<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>	<p>(1) That the Board approve the revisions to Policy No. 2240, Budget Implementation, as set out in APPENDIX C of Report No. BF-D-1, Revision to Policy No. 2240, Budget Implementation, dated January 11, 2012 with the additions of: a reference to APM 2510, Signing Authorities, language to reflect the Director's signing authority of \$100,000 and references for the sections of the Education Act that are represented in this policy.</p> <p>(2) That the Board approve the revisions to Policy No. 2195, Whistleblower, as set out in APPENDIX C of Report No. BF-D-2, Revision to Policy No. 2195, Whistleblower, dated January 11, 2012.</p> <p>(3) That the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Orillia Secondary Review Area that includes Orillia District C.V.I, Park Street Collegiate Institute and Twin Lakes Secondary School, as set out in Report No. BF-D-3, Capital Plan – 2011, dated January 11, 2012.</p> <p>(4) That the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Southeast Central Review Area that includes Alcona Glen Elementary School, Goodfellow Public School, Innisfil Central Public School, Killarney Beach Public School and Sunnybrae Public School, as set out in Report No. BF-D-3, Capital Plan – 2011, dated January 11, 2012.</p> <p>(5) That the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Southeast Barrie Review Area that includes Hewitt's Creek Public School, and the New Innishore South Elementary School, as set out in Report No. BF-D-3, Capital Plan – 2011, dated January 11, 2012.</p> <p>(6) That the Board direct staff to pursue viable financial partnerships, in accordance with Board Policy 2345, Facility Partnerships, relating to the shared development and use of an Orillia Secondary School (New) addition and renovation/or replacement, as set out in Report No. BF-D-3, Capital Plan -2011, dated January 11, 2012.</p> <p>(7) That the Board approve that it direct staff to pursue viable financial partnerships, in accordance with Policy 2345, Facility Partnerships, relating to the shared development and use of an addition/renovation to Elmvale District High School, as set out in Report No. BF-D-3, Capital Plan – 2011, dated January 11, 2012.</p>
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SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 3
 JANUARY 18, 2012

		√	(8) That the Board approve holding schools and designate the schools closed to out of area students as of September 1, 2012, as set out in Report No. BF-D-3, Capital Plan – 2011, dated January 11, 2012.
		√	(9) That the Board approve schools closed to out of area students as of September 1, 2012, as set out in Report No. BF-D-3, Capital Plan – 2011, dated January 11, 2012.
		√	(10) That the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Southwest Barrie Review Area that includes Ferndale Woods Elementary School and Holly Meadows Elementary School, as set out in Report No. BF-D-3, Capital Plan – 2011, dated January 11, 2012.
		√	(11) That the Board approve the Priority Capital Project list, as set out in Report No. BF-D-3, Capital Plan – 2011, dated January 11, 2012.
		√	(12) That the Board approve the Capital Plan, as set out in Report No. BF-D-3, Capital Plan – 2011, dated January 11, 2012.
		√	(13) That the Board approve the spending plans for the 2011-2012 Ministry Supplementary Programs, as set out in APPENDIX D of Report No. BF-D-5, 2011-2012 Revised Estimates and Ministry Supplementary Programs – Spending Plans, dated January 11, 2012.
E-1 Reports from Liaison Members			
E-2 Notices of Motion for Next Meeting			
E-3 Questions and Proposals from Trustees			
E-4 Professional Development Seminars Attendance			
E-5 Reports/Update from Staff			
E-6 Correspondence			Nil
Future Business			
Adjournment		√	Motion to Adjourn

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

FROM: The Secretary

SUBJECT: **MINUTES OF THE REGULAR MEETING OF THE
BOARD HELD DECEMBER 21, 2011**

The regular meeting of the Simcoe County District School Board was held on Wednesday, December 21, 2011 at the Education Centre.

A. (1) Roll Call

PRESENT:
Trustees

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

REGRETS:
Trustee

Jeff Monague.

PRESENT:
Student Trustees

Victoria Edwards, Frank Li, Matt Stergiou.

Recording Secretary Lena Robyn.

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

(2) Approval of Agenda

Moved by Michele Locke
Seconded by Caroline Smith

That the Agenda be approved as printed.

CARRIED

(3) Approval of Minutes

Minutes of the Regular Meeting of the Board held November 23, 2011 (A-3-a)

Moved by Suzanne Ley
Seconded by Christine Williams

That the Minutes of the Regular Meeting of the Board held Wednesday, November 23, 2011 be approved as printed.

CARRIED

Minutes of the Special Organizational Meeting of the Board held December 5, 2011 (A-3-b)

Moved by Michele Locke
Seconded by Suzanne Ley

That the Minutes of the Special Organizational Meeting of the Board held Monday, December 5, 2011 be approved as printed.

CARRIED

Minutes of the Special Board Meeting held December 13, 2011 (A-3-c)

Moved by Michele Locke
Seconded by Krista Mayne

That the Minutes of the Special Board Meeting held Tuesday, December 13, 2011 be approved as printed.

CARRIED

(4) Declaration of Conflicts of Interest – Nil

B. Committee of the Whole

Moved by Caroline Smith
Seconded by Michele Locke

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) Chairperson's Inaugural Remarks

Chairperson Robert North presented his inaugural address to the Board. He reflected on:

- what he's learned over the past eight years as a trustee for the Simcoe County District School Board and how to work on behalf of the students and their communities;
- how the diversity of the board helps guide the trustees in their decision making;
- the importance of an elected board and public education;
- how the board should be focused on relevant, cost-effective leadership based on local goals and objectives.

(2) Presentations to Past Chairperson and Vice-chairperson

Director Wallace expressed her gratitude on behalf of the trustees, staff and students to past Chairperson Debra Edwards and past Vice-Chairperson Caroline Smith for their guidance and insight during 2011 as well as their strong focus on student achievement. She presented past Chairperson Edwards with a flower arrangement and past Vice-Chairperson Smith with a gavel.

(3) Report from the Student Trustees

Student Trustees Victoria Edwards, Frank Li and Matt Stergiou congratulated Chairperson North for his election as Chair and they thanked him for his assistance to student trustees in his role as mentor.

The student trustees thanked board members for their support of their motions at the Business and Facilities Standing Committee meeting of December 7th. They reported that they are looking

forward to working on the initiatives they identified this past year and starting new projects in 2012.

(4) Delegations – Nil

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 December 21, 2011:

That the Board ratify the following recommendations taken in the Closed Session meeting of the Committee of the Whole on Wednesday, December 21, 2011:

(1,2)

Moved by Suzanne Ley
Seconded by Christine Williams

(1)

#BP-2011-12-21-196

That the Board approve a three year lease renewal extension for the Bradford Alternative Program, as set out in Report No. CL-BF-D-1, Bradford Alternative Program Lease Renewal, dated December 7, 2011.

(2)

#BP-2011-12-21-197

That the Board approve the school administrator appointments, as set out in Report No. CL-HR-D-1, School Administrator Appointments, dated December 14, 2011.

CARRIED

(2) Matters Arising from Previous Meeting:

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

Notice of Motion from the November 23, 2011 Board Meeting (D-2-a)

Discussion ensued regarding Bill C-10, the Safe Streets and Communities Act which has gone through a second reading by Senate. The Act re-introduces several reforms which were debated by Parliament during the previous session but never became law.

Moved by Michele Locke
Seconded by Debra Edwards

#BP-2011-12-21-198D

That the Chair of the SCDSB send a letter to the Prime Minister, the Honourable Rob Nicholson, Minister of Justice and Attorney General, with copies to all MPs and MPPs requesting that the federal government reconsider the "Safe Streets and Communities Act" to consider the implications of this Bill on our youth with mental health and addiction issues.

DEFEATED

(2) Notice of Time Sensitive Motions from Statutory Committee – Nil

(4) Committee Minutes/Reports – Items for Decision

Report of the Business and Facilities Standing Committee Meeting
held December 7, 2011 (D-4-a)

(1,2,3)

Moved by Donna Armstrong
Seconded by Peter Beacock

(1)

#BF-2011-12-07-199

That the Board approve that staff develop a strategy to reduce and eventually eliminate (with exceptions for health and safety) the purchase and sale of bottled water in administration buildings, elementary and secondary schools and that steps be taken to educate students and staff as to the benefits of refillable containers.

The student trustees presented a petition from students who support the strategy to reduce and eventually eliminate bottled water.

(2)

#BF-2011-12-07-200

That the Board approve the revisions to Policy No. 2170 - Student Trustee Honorarium, as set out in Report No. BF-D-3, Revision to Policy No. 2170 - Student Trustee Honorarium, APPENDIX C, dated December 7, 2011.

(3)

#BF-2011-12-07-201

That the Board approve the revisions to Policy No. 2140 – Electronic Meetings, as set out in Report No. BF-D-4, Revision to Policy No. 2140 – Electronic Meetings, APPENDIX C, dated December 7, 2011.

CARRIED

Report of the Human Resources Standing Committee Meeting held
December 14, 2011 (D-4-b)

Moved by Christine Williams
Seconded by Donna Armstrong

#HR-2011-12-14-202

That the Board approve the revisions to Policy No. 3210, Compensation for Administrative and Educational Support Personnel, as set out in APPENDIX C of Report No. HR-D-1, Revision to Policy No. 3210, Compensation for Administrative and Educational Support Personnel, dated December 14, 2011.

CARRIED

(5) Staff Reports – Items for Decision

Trustee Committee Assignments for 2012 (D-5-a)

Chairperson North met with Vice-chairperson Beacock and Trustee Ley on December 13, 2011 to consider the Survey of Trustee Preferences for Committee Memberships for 2012.

Moved by Michele Locke
Seconded by Nicole Black

#BP-2011-12-21-203

That the Board ratify the recommendations of the Selection Committee, as set out in APPENDIX A of Report No. D-5-a, Trustee Committee Assignments for 2012, dated December 21, 2011.

CARRIED

Appointment of Student Trustee Mentor (D-5-b)

At the Special Organizational Meeting of the Board, Trustee North was elected as Chairperson; therefore, the Board is required to appoint a trustee to serve as the student trustee mentor from December 22, 2011 to July 31, 2012. A student trustee mentor will be appointed again at the June 2012 Board meeting.

Moved by Nicole Black
Seconded by Suzanne Ley

#BP-2011-12-21-204

That the Board appoint Trustee Jodi Lloyd to serve as the student trustee mentor from December 22, 2011 to July 31, 2012, as set out in Report No. D-5-b, Appointment of Student Trustee Mentor, dated December 21, 2011.

CARRIED

Accommodation Review Committee Membership Update 2011:01 (D-5-c)

John Dance, Superintendent of Facilities provided a brief overview of the report. Since approval of the current membership for ARC 2011:01, a parent/guardian representative has come forward expressing interest in serving as community representative for Waubaushene Elementary School and Waubaushene Pines Elementary School.

Moved by Jodi Lloyd
Seconded by Michele Locke

#BP-2011-12-21-205

That the Board approve the ARC membership for ARC 2011:01 (Port McNicoll P.S., Victoria Harbour E.S., Waubaushene Pines E.S., and Waubaushene E.S.), as set out in APPENDIX A of Report No. D-5-c, Accommodation Review Committee (ARC) Membership Update: ARC 2011:01, dated December 21, 2011.

CARRIED

(6) Committee Minutes/Reports – Items for Information

Report of the Parent Involvement Committee Meeting held
October 19, 2011 (D-6-a)

This report was provided as information.

Report of the Special Education Advisory Committee Meeting held
November 21, 2011 (D-6-b)

This report was provided as information.

Report of the Program Standing Committee Meeting held December 14, 2011 (D-6-c)

This report was provided as information.

(7) Staff Reports – Items for Information - Nil

E. OTHER MATTERS

(1) Reports from Liaison Members - Nil

(2) Notices of Motion for next meeting - Nil

(3) Questions and Proposals from Trustees

Trustee Ley discussed the need to remind the media and public that the motion regarding Barrie Central Collegiate states that the board is looking to develop partnerships with the school remaining on-site. Director Wallace reiterated that the motion regarding Barrie Central is focused on financial partnerships, and she reminded the board of the most recent Barrie Central partnership meeting that was held on November 15, 2011.

Trustee Smith discussed the Ministry of Education's focus on parent engagement, specifically through Parents Reaching Out (PRO) Grants awarded to school councils (the SCDSB received over \$34,000 in PRO Grants for the 2011-2012 school year). Trustee Smith referenced a copy of the Cameron Street PS newsletter as an example of a positive parent engagement within a school community.

Trustee Locke reported on her recent visit to Wyevale Central Public School for a recent Christmas lunch she attended with Director Wallace and over 250 students. Trustee Locke thanked the school for their hard work.

Trustee Locke also attended a brunch at the Midland alternative school and she reported on the amazing work they do at that school.

Trustee Lloyd offered congratulations to Twin Lake Secondary School's French class, taught by Paulette Valliant, for winning the University of Ottawa's province-wide video contest. Each student will receive a \$2,000 scholarship if they choose to study French immersion at the University of Ottawa.

(4) Professional Development Seminars Attendance

Trustees Donna Armstrong, Peter Beacock, Nicole Black, Debra Edwards, Suzanne Ley, Jodi Lloyd, Michele Locke, Krista Mayne, Robert North, Caroline Smith and Christine Williams declared their intention to attend the 2012 OPSBA Public Education Symposium being held in Toronto on January 26-28, 2012.

(5) Reports/Update from Staff

Director Wallace thanked the trustees for their extended efforts on behalf of SCDSB students. She wished everyone a wonderful holiday.

Chairperson North also wished everyone a safe and happy holiday season.

(6) Correspondence – Nil

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

ETFO Teacher/Trustee Relations Meeting – January 11, 2012 at 4:30 p.m. –
Coldwater Room

Business and Facilities Standing Committee Meeting – January 11, 2012 at 6:00 p.m. –

Special Education Advisory Committee Meeting – January 16, 2012 at 7:00 p.m. –
Georgian Room

Regular Meeting of the Board – January 18, 2012 at 6:00 p.m., followed immediately by
the Committee of the Whole in Closed Session (Georgian Room), Public Session will
resume at 7:30 P.M (Roy Edwards Room)

First Nations Advisory Committee Meeting – January 25, 2012 at 10:00 a.m. –
MASK, Rama

Parent Involvement Committee Meeting – January 25, 2012 at 5:00 p.m. –
Kempfenfelt Room

Ontario Public School Boards' Association Conference – January 26-28, 2012 - Toronto

MOTION TO ADJOURN

Moved by Jodi Lloyd

Seconded by Nicole Black

That the meeting be adjourned at 8:15 p.m.

CARRIED

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 DECEMBER 12, 2011**

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

PRESENT

SEAC Members: Angie Bridekirk, Sue Downing, Mary Haire, Kim Latour, James Hall,
Laura LaChance, Michele Locke (Trustee), Krista Mayne (Trustee),
Sari Russell.

SEAC Alternates: Kevin Barry.

Staff: Hailey McLean, Peter Gumbrell, Phyllis Hili.

Regrets

SEAC Members: Peter Beacock (Trustee), Susan Clough, Sarah Elliott, Joanne McCafferty,
Margaret Homewood.

Regrets Staff: Alexa Barrie, Connie Gray, Shannon Thompson.

Recording

Secretary: Jennifer Henry.

(2) **Approval of Agenda**

Moved by Joanne Brown
Seconded by James Hall

That the agenda be approved as printed

CARRIED

(3) **Approval of Minutes**

(a) **Minutes of the Regular Committee Meeting November 21, 2011**

Moved by Krista Mayne
Seconded by Michele Locke

That the minutes of the regular meeting of the Special Education Advisory
Committee held November 21, 2011 be approved.

CARRIED

B. (1) Welcoming & Discussion Items

(a) Welcome and Introductions

Chairperson Bridekirk welcomed Board staff members, and SEAC members. She shared SEAC member regrets from Peter Beacock, Susan Clough, Sarah Elliott (new SEAC member for Candlelighters Simcoe County Parents of Children with Cancer), Margaret Homewood, and Joanne McCafferty.

(b) SCDSB Special Education Statement of Beliefs

Kim Latour read the Statement of Beliefs.

(c) Topics of Interest for Future Agenda Setting – Group Discussion and Activity

Chairperson Bridekirk provided an overview of the group discussion and activity that SEAC members would be participating in as part of the evening's agenda. She noted that the activity has evolved out of discussions from the Resources Aligned with Priorities (RAP) committee which meets each month ahead of the SEAC meeting to discuss in an informal setting, topics for future SEAC agendas. As the RAP committee is a small group, RAP decided to bring the following six topics: 1) County Classes; 2) Credit Accumulation; 3) Attracting and Retaining Special Education Staff; 4) the Special Education Multi-Year Plan; 5) Transitions; and 6) SEAC Statement of Belief Poster that have been discussed between this year and last year to the SEAC table, so that all SEAC members have an opportunity to discuss areas of focus, brainstorm ideas and bring forward any questions that they may have.

SEAC members and staff members formed two working groups and spent forty minutes discussing the above six topics. Chart paper was placed throughout the room with the six topic headings and SEAC members were invited to work in their groups to discuss the topics, write down any ideas, suggestions, questions, and then place them under the appropriate subject heading. The ideas, suggestions, and questions, will be used to inform upcoming SEAC agendas.

Laura LaChance, Chairperson for the RAP Committee thanked SEAC members for their participation in the discussion and for sharing their ideas and questions. She noted that the activity provided a broader understanding of the work/discussion that takes place at a RAP meeting, and suggested that perhaps one of the above six topic areas could be chosen per month to work on and be brought back to SEAC. Laura reminded all SEAC members and alternate members that the invitation is always open for members and alternates to attend the monthly RAP meetings which are generally scheduled from 5:00 p.m. – 7:00 p.m. on the evening of the SEAC meeting.

Superintendent Hili also thanked SEAC members for their participation in the activity, noting that their comments, questions and feedback are welcomed and insightful to staff when preparing future agenda items.

(2) **Presentations**

(a) **Transitions Planning Inventory (TPI) Kit**

Hailey McLean, Central Program Consultant in Special Education presented on Transition Planning Inventory (TPI) kits that are used in SCDSB high schools for some students and are being recommended for use in grade 8 as part of the grade 8 to grade 9 transition process. The TPI is a formal assessment and transition planning tool to use with students with special education needs who would benefit from more intensive support for the elementary to secondary and secondary to post-secondary transition. The TPI can assist school staff in identifying student preferences, interests, and areas of strength and need. It is easy to use, comprehensive in scope, and indicates further areas for assessment and planning. In addition, it can identify possible connections to community service support. The TPI kits are collaborative, evidence-based and look at setting goals for students that schools, families and students can work towards.

Professional development sessions are being offered on the TPI kits during the 2011-2012 school year; training was offered for 40 elementary teachers at the beginning of December and another session has been scheduled for 40 elementary teachers at the end of January. The secondary Special Education Chairs will also receive training on December 13, 2011.

Hailey circulated the TPI kits among SEAC members and provided an overview of the kit contents and how they are used. She spoke to the implementation process, the nine domain areas that the kit addresses and the various components of the kit which include administrative resource guides, student forms, home forms and school forms. She also provided an example of what the TPI kit would look like when working with a particular student profile.

Peter Gumbrell, Principal of Special Education also spoke to the mandated transition process for students starting at age 14 and to a Ministry Policy Program Memorandum (PPM) that is forthcoming with anticipated broader expectations for student transitioning. Principal Gumbrell noted that more training will be forthcoming in the new year once the Ministry PPM has been received.

SEAC members' questions and comments were addressed regarding pilot programs, how the TPI kits are being targeted, starting to use the kits in grade 7 as opposed to grade 8, the forms that are used, how the TPI kit meshes with Individual Education Plans (IEPs), how long the TPI process takes, and how to know that you are proceeding correctly with the TPI. Hailey noted that the goals identified through the TPI should be used to inform the IEP. Principal Gumbrell spoke to starting the transition process earlier, and noted that a transition plan is not written one time, it needs to be thought of as a process that starts in elementary school and follows through high school right through to post-secondary.

One SEAC member commented on their knowledge of the TPI kits as a transition planner and shared positive feedback on the use of the TPI kits with students at Twin Lakes Secondary School. Chairperson Bridekirk thanked staff for the presentation and indicated that she looks forward to receiving additional information once the Ministry PPM is released.

(b) Community Integration through Co-operative Education (CICE)

Chairperson Bridekirk introduced the Community Integration through Co-operative Education (CICE) presentation. She reported that a CICE program is being offered at Georgian College and that a committee has been formed for the program. Principal Gumbrell, Hailey Mclean, Chairperson Bridekirk and Laura LaChance all sit on the Committee. Chairperson Bridekirk also noted that Laura LaChance is the committee chairperson.

Laura reported that this is the first year for Georgian College to offer the CICE program, and noted that Georgian College is one of 7 community colleges currently offering a CICE program. The CICE program provides its students with the opportunity to enhance academic and vocational skills, and is designed for individuals with a variety of learning challenges. Laura provided a PowerPoint presentation on the CICE program at Georgian College. The presentation addressed admission requirements; program learning outcomes; program supports; peer mentorship; additional supports at Georgian; CICE program structure, including examples of the program groups from which students select; and CICE student benefits. Laura spoke to the college level co-op experience that the students gain and to the intake for September 2012. Laura answered SEAC members' questions regarding how information on the CICE program is being shared with schools and the program facilitator's skill sets. Laura suggested that the PowerPoint presentation could be attached to the SEAC minutes for SEAC members to share with their associations.

(3) SEAC Member Reports

Sari Russell reported that Deaf Access Simcoe Muskoka is seeking a new Executive Director. Sari will share with SEAC when the position is posted and asked SEAC members to help spread the word.

(4) Board Reports

Regular Board Meeting November 23, 2011 & Special Board Meeting December 5, 2011

Trustee Locke provided a brief overview of the regular board meeting held on November 23, 2011. She reported that trustees ratified the following recommendations: that the Board approve the disposition and transfer of lands: road allowance widening to the County of Simcoe at no cost for servicing purposes, and that the Board approve that the Director's performance review has been completed.

She also reported on the Accommodation Review Committee (ARC) B and on a notice of motion to be addressed at the December Board meeting, regarding a draft of a potential letter that could be sent by the Chair of the SCDSB to the Prime Minister, the Honourable Rob Nicholson, Minister of Justice and Attorney General, with copies to all MPs, MPPs requesting that the federal government reconsider the "Safe Streets and Communities Act" to consider the implications of this Bill on our youth with mental health and addiction issues.

Trustee Locke also reported on the appointment of Sarah Elliott as SEAC member representing Candlelighters Simcoe Parents of Children with Cancer.

Trustee Locke reported on the Special Board meeting that was held on December 5, 2011. She reported that Trustee Robert North was appointed as Board Chairperson and that Trustee Peter Beacock was appointed as Vice-Chairperson. She also reported that there may be changes in trustee membership on SEAC in January.

(5) Staff Member Reports

Superintendent Hili reviewed the various special education professional development sessions that have been offered in December. Principal Gumbrell addressed SEAC members' questions regarding the Programming for Students in Elementary and Secondary County Classes professional development. Principal Gumbrell reported that in an ongoing effort to enhance individualized programming as reflected in the Individual Education Plan (IEP) in our county classes, professional development is being provided to every county class teacher. The full day professional development session was offered on December 12th and addressed programming and high yield strategies in the individual county class settings as well as essential practices related to the Board Improvement Plan for Student Achievement (BIPSA) in the format of a Professional Learning Community (PLC).

(6) Committee Reports/Updates

(a) Notice of Motion from the November 21, 2011 SEAC meeting

The Notice of Motion from the November 21, 2011 SEAC Meeting was read with further discussion ensuing. There was an inquiry on the rationale for sending the motion to the Board. SEAC members spoke to fulfilling the mandated role as an advisory committee, information sharing and transparency. There was also discussion regarding items of a time sensitive nature, and information sharing with SEAC ahead of time and the placement of items on upcoming SEAC agendas for opportunity to discuss. The motion was then read a second time.

Moved by Laura LaChance
Seconded by Kevin Barry

The Special Education Advisory Committee recommends to the Board that:

“In order to fulfill its mandated role as an Advisory Committee, that any distribution related to Special Education, be it electronic or printed, be forwarded to SEAC prior to distribution. Such distributions should include any

- policy announcements,
- memos interpreting or explaining policy,
- directives regarding policy or procedure,
- announcements of events or training opportunities for staff and families,
- information packages or educational brochures and
- notices to families or stakeholders.

These items once forwarded to SEAC must be on the SEAC Agenda as a discussion item at the next regularly scheduled SEAC Meeting, and distributed to members ahead of the meeting with suitable time for review.”

CARRIED

C. Information

(1) Correspondence

Chairperson Bridekirk reported that she received a copy of the letter notifying Sarah Elliott of her appointment to the Special Education Advisory Committee.

Chairperson Bridekirk also spoke to correspondence that she received from John Draper, *Founder of Together We Rock!* The Mission of *Together We Rock!* is to promote learning and leadership opportunities to inspire people to build communities that are accessible to and inclusive of people with disabilities. The correspondence provides details on school presentations and school leadership programs and included a CD. Chairperson Bridekirk suggested that depending on the length of the CD that it be brought to RAP for review and discussion.

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

(3) SEAC Contact Information 2011-2012 – Please advise Jennifer Henry of any changes or updates to contact information.

D. Future Business and Adjournment

Chairperson Bridekirk reported that the next SEAC meeting will be held on January 16, 2012. She noted that the SEAC Chairperson and Vice-chairperson elections will be held at the January SEAC meeting and noted that there may be new trustees at the SEAC table, depending on trustee committee assignments. Chairperson Bridekirk thanked the three trustees currently sitting on SEAC for their contributions, dedication and support.

Superintendent Hili spoke on behalf of senior administration and thanked SEAC members and alternate members for all of their work, commitment and long evenings and wished SEAC members' happy holidays.

Moved by Michele Locke
Seconded by Krista Mayne

That the meeting be adjourned.

CARRIED

RECOMMENDATION

That the Board approve that "in order to fulfill its mandated role as an Advisory Committee, that any distribution related to Special Education, be it electronic or printed, be forwarded to SEAC prior to distribution. Such distributions should include any

- policy announcements,
- memos interpreting or explaining policy,
- directives regarding policy or procedure,
- announcements of events or training opportunities for staff and families,
- information packages or educational brochures and
- notices to families or stakeholders.

These items once forwarded to SEAC must be on the SEAC Agenda as a discussion item at the next regularly scheduled SEAC Meeting, and distributed to members ahead of the meeting with suitable time for review", as outlined in Report No. D-4-a, Minutes of the Special Education Advisory Committee Meeting held December 12, 2011 dated January 18, 2012.

Respectfully submitted by:

Phyllis Hili
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

January 18, 2012

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, JANUARY 11, 2011**

The Business and Facilities Standing Committee met in Public Session on Wednesday, January 11, 2011, at the Education Centre.

PRESENT:

Committee Members

Donna Armstrong, Peter Beacock, Nicole Black (fulfilling the role of Chairperson), Suzanne Ley, Michele Locke, Krista Mayne (fulfilling to role of Vice Chairperson), 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.

Student Trustees

Victoria Edwards, Matt Stergiou.

Staff

Mark Twardowski.

REGRETS:

Committee Members

Debra Edwards, Jodi Lloyd.

ABSENT:

Committee Members

Jeff Monague.

Student Trustees

Frank Li.

Recording Secretary

Tina Bazuk.

Vice-Chairperson Black called the meeting to order at 6:00 p.m.

Election of Vice-Chairperson

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

Moved by Suzanne Ley
Seconded by Robert North

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

Trustee Mayne indicated that she would stand.

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

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

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

Approval of the Agenda

MOTION

Moved by Robert North
Seconded by Michele Locke

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

MOTION

Moved by Peter Beacock
Seconded by Donna Armstrong

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

CARRIED

The Business and Facilities Standing Committee reconvened in Public Session at 6:35 p.m.

Presentations - Nil

Items for Committee Decision

1. Revision to Policy No. 2240 – Budget Implementation (BF-D-1)

Brian Jeffs, Superintendent of Business Services, provided an overview of the revised policy. Revisions have been made to remove those sections duplicated in the Education Act and Regulations. The rationale and policy statement are revised to more clearly connect them to the remaining sections of the policy.

Superintendent Jeffs responded to questions from trustees at this time.

(1)

Moved by Caroline Smith
Seconded by Michele Locke

#BF-2012-01-11-17

That the Business and Facilities Standing Committee recommend that the Board approve the revisions to Policy No. 2240 - Budget Implementation, as set out in APPENDIX C of Report No. BF-D-1, Revision to Policy No. 2240 – Budget Implementation, dated January 11, 2012 with the additions of: a reference to APM 2510 – Signing Authorities, language to reflect the Director's signing authority of \$100,000 and references for the sections of the Education Act that are represented in this policy.

CARRIED

2. Revision to Policy No. 2195 – Whistleblower (BF-D-2)

Superintendent Jeffs provided an overview of the revised policy. The policy's title has changed to more specifically describe the type of reporting and to bracket a colloquial term. The remaining revisions are to add necessary criteria to the guidelines.

Superintendent Jeffs responded to questions from trustees at this time.

(2)

Moved by Peter Beacock
Seconded by Robert North

#BF-2012-01-11-18

That the Business and Facilities Standing Committee recommend that the Board approve the revisions to Policy No. 2195 – Whistleblower, as set out in APPENDIX C of Report No. BF-D-2, Revision to Policy No. 2195 – Whistleblower, dated January 11, 2012.

CARRIED

Student Trustee Matt Stergiou left the meeting at this time.

3. Capital Plan - 2011 (BF-D-3)

John Dance, Superintendent of Facility Services, provided a detailed overview of each section of the report. Updated on an annual basis, the capital plan is a reference that provides the board with a direction to provide quality accommodation and to enhance learning for students. It provides a concise snapshot of all capital plan projects that have emerged from a variety of approvals, recommended reviews, and reviews for future consideration. The 2011 Capital Plan provides information, initiatives and recommendations referencing pressure points on SCDSB facilities to help guide long-term decisions and incorporate accommodation as a whole having regard for enrolment, program and building condition.

Pages 26 – 29 of the 2011 Capital Plan have been revised and new pages were distributed to the group.

A revision was made to the report under section 4. Capital Priority Project. The word Replacement was removed and the word Growth was added to c) so it now reads New South Barrie S.S Growth School 2015.

Superintendent Dance responded to questions from trustees after each section of the report.

The committee recessed at this time.

(1, 2, 4, 5, 6, 7 and 8)

Moved by Michele Locke

Seconded by Robert North

(1)

#BF-2012-01-11-19

That the Business and Facilities Standing Committee recommend that the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Orillia Secondary Review Area that includes Orillia District C.V.I., Park Street C. I., and Twin Lakes S.S., as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

(2)

#BF-2012-01-11-20

That the Business and Facilities Standing Committee recommend that the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Southeast Central Review Area that includes Alcona Glen E.S., Goodfellow P.S., Innisfil Central P.S., Killarney Beach P.S., and Sunnybrae P.S., as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

(4)

#BF-2012-01-11-21

That the Business and Facilities Standing Committee recommend that the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Southeast Barrie Review Area that includes Hewitt's Creek P.S. and the New Innishore South E.S., as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

(5)

#BF-2012-01-11-22

That the Business and Facilities Standing Committee recommend that the Board direct staff to pursue viable financial partnerships, in accordance with Board Policy 2345 – Facility Partnerships, relating to the shared development and use of an Orillia Secondary School (New) addition and renovation/or replacement, as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

(6)

#BF-2012-01-11-23

That the Business and Facilities Standing Committee recommend that the Board direct staff to pursue viable financial partnerships, in accordance with Board Policy 2345 – Facility Partnerships, relating to the shared development and use of an addition/renovation to Elmvale D.H.S., as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

(7)

#BF-2012-01-11-24

That the Business and Facilities Standing Committee recommend that the Board approve holding schools and designate the schools closed to out of area students as of September 1, 2012, as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

(8)

#BF-2012-01-11-25

That the Business and Facilities Standing Committee recommend that the Board approve schools closed to out of area students as of September 1, 2012, as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

CARRIED

(3)

Moved by Michele Locke
Seconded by Christine Williams

#BF-2012-01-11-26

That the Business and Facilities Standing Committee recommend that the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Southwest Barrie Review Area that includes Ferndale Woods E.S. and Holly Meadows E.S., as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

CARRIED

(9)

Moved by Robert North
Seconded by Peter Beacock

#BF-2012-01-11-27

That the Business and Facilities Standing Committee recommend that the Board approve the Priority Capital Project list, as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

CARRIED

(10)

Moved by Peter Beacock
Seconded by Robert North

#BF-2012-01-11-28

That the Business and Facilities Standing Committee recommend that the Board approve the Capital Plan, as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

CARRIED

Trustee Williams left the meeting at this time.

4. Trustee Expense Budget 2011-2012 (BF-D-4)

Superintendent Jeffs provided an overview of the report. The 2011-2012 Operating Budget was approved by the Board in June 2011. The report provides further detail of the proposed allocation of the total budget expense to individual expenditures.

The budget for trustee expenses is divided between two major categories - common expenses and individual expenses.

Superintendent Jeffs responded to questions from trustees at this time.

Chairperson Black received consensus from trustees to defer the Trustee Expense Budget 2011-2012 to the February 1, 2012, Business and Facilities Standing Committee Meeting.

MOTION

Moved by Caroline Smith
Seconded by Robert North

That the meeting continue past 10:00 p.m.

CARRIED

5. 2011-2012 Revised Estimates and Ministry Supplementary Programs – Spending Plans(BF-D-5)

Superintendent Jeffs provided an overview of the report which outlines the variance from the Board approved budget in June 2011 to where the board is estimating to be at the end of our fiscal year. The Revised Estimates are intended to reflect new estimates of grant revenues arising from revised projections of Average Daily Enrolment (ADE), based on actual enrolment on October 31, 2011.

Superintendent Jeffs responded to questions from trustees at this time.

(1)

Moved by Peter Beacock
Seconded by Michele Locke

#BF-2012-01-11-29

That the Business and Facilities Standing Committee recommend that the Board approve the spending plans for the 2011-2012 Ministry Supplementary Programs, as set out in APPENDIX D, Report No. BF-D-5, 2011-2012 Revised Estimates and Ministry Supplementary Programs – Spending Plans, dated January 11, 2012.

CARRIED

Items for information

1. **Attendance Area Change: Elmvale District High School/Midland Secondary School (BF-I-1)**

Superintendent Dance reported on the request to transfer one section of road in Elmvale District High School's attendance area to Midland Secondary School's attendance area. As there are no other students residing on the section of road and the potential opportunity for transportation routes to be aligned, the attendance areas have been amended.

Superintendent Dance responded to questions from trustees at this time.

This report was provided for information.

2. **Attendance Area Change: Midland Secondary School/Park Street Collegiate Institute (BF-I-2)**

Superintendent Dance reported on the request for an attendance area change from Midland Secondary School to Park Street Collegiate Institute. The attendance areas have been amended as the transfer will not impact transportation and will align a greater majority of grade eight elementary students from the Moonstone and Coldwater School attendance area to Park Street Collegiate Institute.

Superintendent Dance responded to questions from trustees at this time.

This report was provided for information.

Superintendent Dance responded to questions from trustees at this time.

This report was provided for information.

3. **2012-2013 Budget Timelines (BF-I-3)**

Superintendent Jeffs provided an overview of the report which outlines a series of "milestones" to be achieved throughout the 2012-2013 budget development process.

Superintendent Jeffs responded to questions from trustees at this time.

This report was provided for information.

4. **Energy Efficient Schools Update (BF-I-4)**

Superintendent Dance and Mark Twardowski, Manager, Building and Environmental Services, provided an overview of the report. The Simcoe County District School Board (SCDSB) received a total allocation of \$9,611,181 to be spent over two years in three phases.

Under Phase I, Enerlife Consulting was retained in September 2009 to help determine the Boards potential for energy savings and to assist the board with implementation and verification of savings.

Phase II consisted of the implementation of a variety of measures that would result in long term operational improvements and a reduction of energy consumption.

Phase III is currently underway and includes the following projects: Lighting improvements, mechanical/building automations system upgrades and building envelope improvements. All projects must be completed by August 31, 2012.

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

This report was provided for information.

5. Vandalism Update (BF-I-5)

Superintendent Dance and Manager Twardowski provided an overview of the report. In the fall of 2007 a Vandalism Project Team was establish to develop and implement strategies to reduce the occurrence and cost of vandalism. For the budget year 2010-2011, the total cost of vandalism had decreased 60% from the record high amount in 2006-2007. Heightened vandalism awareness and community partnerships are seen as key components of the vandalism reduction strategy.

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

This report was provided for information.

Correspondence - Nil

Other Matters – Nil

Notices of Motion for Next Meeting - Nil

MOTION

Moved by Suzanne Ley
Seconded by Peter Beacock

That the meeting be adjourned at 10:30 p.m.

CARRIED

RECOMMENDATIONS

1. That the Board approve the revisions to Policy No. 2240 - Budget Implementation, as set out in APPENDIX C of Report No. BF-D-1, Revision to Policy No. 2240 – Budget Implementation, dated January 11, 2012 with the additions of: a reference to APM 2510 – Signing Authorities, language to reflect the Director’s signing authority of \$100,000 and references for the sections of the Education Act that are represented in this policy.
2. That the Board approve the revisions to Policy No. 2195 – Whistleblower, as set out in APPENDIX C of Report No. BF-D-2, Revision to Policy No. 2195 – Whistleblower, dated January 11, 2012.
3. That the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Orillia Secondary Review Area that includes Orillia District

C.V.I., Park Street C. I., and Twin Lakes S.S., as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.

4. That the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Southeast Central Review Area that includes Alcona Glen E.S., Goodfellow P.S., Innisfil Central P.S., Killarney Beach P.S., and Sunnybrae P.S., as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.
5. That the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Southeast Barrie Review Area that includes Hewitt's Creek P.S. and the New Innishore South E.S., as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.
6. That the Board direct staff to pursue viable financial partnerships, in accordance with Board Policy 2345 – Facility Partnerships, relating to the shared development and use of an Orillia Secondary School (New) addition and renovation/or replacement, as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.
7. That the Board direct staff to pursue viable financial partnerships, in accordance with Board Policy 2345 – Facility Partnerships, relating to the shared development and use of an addition/renovation to Elmvale D.H.S., as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.
8. That the Board approve holding schools and designate the schools closed to out of area students as of September 1, 2012, as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.
9. That the Board approve schools closed to out of area students as of September 1, 2012, as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.
10. That the Board approve that an Attendance Area Review be undertaken, commencing after September 2012 in the Southwest Barrie Review Area that includes Ferndale Woods E.S. and Holly Meadows E.S., as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.
11. That the Board approve the Priority Capital Project list, as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.
12. That the Board approve the Capital Plan, as set out in Report No. BF-D-3, Capital Plan - 2011, dated January 11, 2012.
13. That the Board approve the spending plans for the 2011-2012 Ministry Supplementary Programs, as set out in APPENDIX D, Report No. BF-D-5, 2011-2012 Revised Estimates and Ministry Supplementary Programs – Spending Plans, dated January 11, 2012.

REPORT NO. D-4-b
JANUARY 18, 2012 - 10

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

John Dance
Superintendent of Facility Services

Approved for submission by:

Kathryn Wallace
Director of Education

January 18, 2012