

SIMCOE COUNTY DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING - WEDNESDAY, NOVEMBER 28, 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 October 24, 2012
 - (b) Minutes of the Special Meeting of the Board held November 14, 2012
 - (4) Declaration of Conflicts of Interest

CLOSED SESSION

- B.** Committee of the Whole

PUBLIC SESSION

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

Clint Lovell, Teacher, Eastview Secondary School, Prime Minister's Award for Teaching Excellence.
 - (3) Delegations/Presentations - 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

 - (a) Notice of Motion from the October 24, 2012 Board Meeting
 - (3) Notice of Time Sensitive Motions from Statutory Committees - Nil
 - (4) Committee Minutes/Reports - Items for Decision
 - (a) Report of the Business and Facilities Standing Committee Meeting held November 7, 2012
 - (b) Report of the Program Standing Committee Meeting held November 14, 2012
 - (5) Staff Reports – Items for Decision - Nil

- (6) Committee Minutes/Reports - Items for Information
 - (a) Report of the Parent Involvement Committee Meeting held September 26, 2012
 - (b) Report of the Special Education Advisory Committee Meeting held October 15, 2012

- (7) Staff Reports - Items for Information - Nil

E. OTHER MATTERS

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

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

Organizational Board Meeting – December 3, 2012 at 7:30 p.m. – Roy Edwards Room
Business and Facilities Standing Committee Meeting – December 6, 2012 at 6:00 p.m. – Georgian Room
Special Education Advisory Committee Meeting – December 10, 2012 at 7:00 p.m. – Georgian Room
Human Resources Standing Committee Meeting – December 12, 2012 at 7:00 p.m. – Georgian Room
Program Standing Committee Meeting – December 12, 2012 at 8:00 p.m. – Georgian Room
Regular Meeting of the Board – December 19, 2012 at 6:00 p.m., followed immediately by the Committee of the Whole in Closed Session (Georgian Room), Public Session will resume at 7:30 P.M (Roy Edwards Room)

G. ADJOURNMENT

SIMCOE COUNTY DISTRICT SCHOOL BOARD

PUBLIC SESSION

RECOMMENDED ACTION – WEDNESDAY, NOVEMBER 28, 2012

REPORT	FYI	Decision Req.	MOTION
			Call Meeting to order. Roll Call
		√	That the agenda be approved as printed.
A-3-a Board Minutes October 24, 2012		√	That the Minutes of the Regular Board Meeting held Wednesday, October 24, 2012 be approved as printed.
A-3-b Special Board Minutes November 14, 2012		√	That the Minutes of the Special Meeting of the Board held Wednesday, November 14, 2012 be approved as printed.
			Declaration of Conflicts of Interest
MOTION		√	That we go into Closed Session of the Committee of the Whole
PUBLIC SESSION			
C-1			Report from Student Trustees
C-2 Trustee Tributes			Clint Lovell, Teacher, Eastview Secondary School, Prime Minister's Award for Teaching Excellence
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-2-a Notice of Motion from the October 24, 2012 Board Meeting		√	That the Board amend the Board By-laws to revise the following: (1) Under Article II: Inaugural Meeting (In Election Years), Item #2.2.2 revise to read: Provide for the signing of the declaration of office and oath of allegiance and provide the opportunity to sign the SCDSB Trustee Code of Conduct. (2) Revise under Item 3, Order of Business at the Inaugural Meeting to read: 3.3 Declaration Oath and Trustee Code of Conduct (3) Include Under Article IV: Board of Trustees
		√	All trustees and student trustees shall review annually the code of conduct and will be provided the opportunity to sign a copy of it confirming that they have received a copy of the code of conduct, read it, and agree to abide by it.

SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 2
 NOVEMBER 28, 2012

<p>D-4-a Business and Facilities – November 7, 2012</p>		<p>√</p> <p>√</p> <p>√</p> <p>√</p>	<p>(1) That the Board approve the Joint Use Agreement with the Township of Severn, as set out in Report No. BF-D-1, Joint Use Agreement – Township of Severn, dated November 7, 2012.</p> <p>(2) That the Board approve that an Attendance Area Review be undertaken, commencing in December 2012 that includes Fieldcrest Elementary School, Fred C. Cook Public School and W.H. Day Elementary School, as set out in Report No. BF-D-2, New Southwest Bradford Elementary School – Attendance Area Review, dated November 7, 2012.</p> <p>(3) That the Board approve the reallocation of \$278,197, \$78,197 to be expensed in the current 2012-2013 fiscal year and \$200,000 in the 2013-2014 fiscal year, as set out in Report No. BF-D-3, PowerSchool SIS Implementation Revised Budget Timelines, dated November 7, 2012.</p> <p>(4) That the Board approve that the Chair on behalf of the SCDSB send to Minister Broten an urgent letter requesting that they repeal Putting Students First Act 2012 as well as Regulation 274/12 Fair Hiring Practices.</p>
<p>D-4-b Program Services November 14, 2012</p>		<p>√</p> <p>√</p> <p>√</p>	<p>(1) That the Board approve that it not pursue the establishment of an EFSL program in the Township of Clearview in September 2013, as set out in Report No. PRO-D-1, Results of the Extended French as a Second Language (EFSL) Feasibility Study within the Township of Clearview, dated November 14, 2012.</p> <p>(2) That the Board approve the establishment of an EFSL program at Ardagh Bluffs Elementary School in September 2013, as set out in Report No. PRO-D-2, Establishment of an Extended French as a Second Language (EFSL) Program within the Bear Creek Family of Schools, dated November 14, 2012.</p> <p>(3) That the Board approve that it accept the favoured option and implement Early French Immersion beginning September 2013, as set out in Report No. PRO-I-1, Enhancing French as a Second Language (FSL) Programs: A Review of Options and their Feasibility, dated November 14, 2012.</p>
<p>D-6-a PIC – September 26, 2012</p>	<p>√</p>		
<p>D-6-b SEAC – October 15, 2012</p>	<p>√</p>		
<p>E-1 Reports from Liaison Members</p>			
<p>E-2 Notices of Motion for Next Meeting</p>			

SIMCOE COUNTY DISTRICT SCHOOL BOARD
RECOMMENDED ACTION - 3
NOVEMBER 28, 2012

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 OCTOBER 24, 2012**

The regular meeting of the Simcoe County District School Board was held on Wednesday, October 24, 2012 at the Education Centre.

A. (1) Roll Call

PRESENT:

Trustees

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

**ELECTRONIC
Participation**

Jodi Lloyd.

REGRETS:

Trustees:

Nicole Black.

PRESENT:

Student Trustees:

Brock Edwards, Christina Robertson.

REGRETS:

Student Trustee:

Cheryne Winstanley-Hayes.

Recording Secretary

Lena Robyn.

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

(2) Approval of Agenda

Moved by Christine Williams

Seconded by Krista Mayne

That the Agenda be approved as printed.

CARRIED

(3) Approval of Minutes

Minutes of the Regular Meeting of the Board held September 26, 2012 (A-3-a)

Moved by Suzanne Ley

Seconded by Michele Locke

That the Minutes of the Regular Meeting of the Board held Wednesday, September 26, 2012 be approved as printed.

CARRIED

(4) Declaration of Conflicts of Interest – Nil

B. Committee of the Whole

Moved by Michele Locke
Seconded by Suzanne Ley

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

CARRIED

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

C. (1) Report from the Student Trustees

Student Trustee Christina Robertson reported on the recent SCDSB Student Senate meeting; the February 2013 Equity in Action workshop to be held at Georgian College; the SpeakUp Forum and related focus on engaging non-traditional leaders; and, the upcoming Ontario Student Trustees' Association fall general meeting which she will be attending.

(2) **Delegations/Presentations** - Nil

(3) **Trustee Tributes** - Nil

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 October 24, 2012:

(1,2)

Moved by Michele Locke
Seconded by Krista Mayne

(1)

#BP-2012-10-24-100

That the Board approve the School/System Administrator Eligibility Lists as set out in Report No. CL-HR-D-1 School/System Administrator Eligibility Lists – October 2012, dated October 10, 2012.

(2)

#BP-2012-10-24-101

That the Board approve the school administrator appointments as set out in Report No. CL-HR-D-2, School Administrator Appointments, dated October 10, 2012.

CARRIED

(2) Matters Arising from Previous Meeting:

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

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

(4) Committee Minutes/Reports – Items for Decision

Report of the Committee of the Whole Board held October 2, 2012 (D-4-a)

(1)
Moved by Suzanne Ley
Seconded by Krista Mayne

#CW-2012-10-02-102

That the Board approve the adoption of a Trustee Code of Conduct Policy, as revised, as set out in APPENDIX A of Report No. B-1-a, Trustee Code of Conduct Policy, dated October 2, 2012.

CARRIED

(2)
Moved by Michele Locke
Seconded by Suzanne Ley

#CW-2012-10-02-103

That the Board rescind the current Code of Ethics for Trustees, as set out in Report No. B-2-c, dated November 26, 2003.

CARRIED

Report of the Business and Facilities Committee Meeting held
October 3, 2012 (D-4-b)

(1)
Moved by Michele Locke
Seconded by Donna Armstrong

#BF-2012-10-03-104

That the Board appoint Trustee Lloyd to serve as the designated voting member for the November 29, 2012 SCSTC AGM, as set out in APPENDIX A of Report No. BF-D-1, Simcoe County Student Transportation Consortium Annual General Meeting (AGM) Designated Voting Member and Alternate Voting Member, dated October 3, 2012.

CARRIED

(2)
Moved by Peter Beacock
Seconded by Michele Locke

#BF-2012-10-03-105

That the Board appoint Trustee Ley to serve as the designated alternate voting member for the November 29, 2012 SCSTC AGM, as set out in APPENDIX A of Report No. BF-D-1, Simcoe County Student Transportation Consortium Annual General Meeting (AGM) Designated Voting Member and Alternate Voting Member, dated October 3, 2012.

CARRIED

(5) Staff Reports – Items for Decision

Special Education Advisory Committee (SEAC) Alternate Member
Resignation and Appointment (D-5-a)

Moved by Caroline Smith
Seconded by Peter Beacock

#BP-2012-10-24-106

That the Board appoint to the Special Education Advisory Committee, effective immediately, Ceci Vasoff as alternate member for the Association for Bright Children of Ontario, as set out in Report No. D-5-a, Special Education Advisory Committee (SEAC) Alternate Member Resignation and Appointment, dated October 24, 2012.

CARRIED

(6) Committee Minutes/Reports – Items for Information

Report of the Special Education Advisory Committee Meeting held June 4, 2012 (D-6-a)

This report was provided as information.

Report of the Parent Involvement Committee Meeting held June 13, 2012 (D-6-b)

This report was provided as information.

Report of the Special Education Advisory Committee Meeting
held September 19, 2012 (D-6-c)

This report was provided as information

Report of the Special Business and Facilities Standing Committee Meeting
held October 10, 2012 (D-6-d)

This report was provided as information.

Report of the Human Resources Standing Committee Meeting
held October 10, 2012 (D-6-e)

This report was provided as information.

Report of the Program Standing Committee Meeting held October 10, 2012 (D-6-f)

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

Moved by Peter Beacock
Seconded by Suzanne Ley

That the Board amend the Board By-laws to revise the following:

- Under Article II: Inaugural Meeting (In Election Years), Item #2.2.2 revise to read:

Provide for the signing of the declaration of office and oath of allegiance and provide the opportunity to sign the SCDSB Trustee Code of Conduct.

Revise under Item 3, Order of Business at the Inaugural Meeting to read:

3.3 Declaration Oath and Trustee Code of Conduct

- Include Under Article IV: Board of Trustees

All trustees and student trustees shall review annually the code of conduct and will be provided the opportunity to sign a copy of it confirming that they have received a copy of the code of conduct, read it, and agree to abide by it.

(3) Questions and Proposals from Trustees

Trustee Smith commended the most recent issue of the SCDSB newsletter Sharing Simcoe and the wonderful school initiatives and achievements highlighted within the publication. She also noted that the idea to upgrade Collingwood Collegiate's multi-purpose sports field has reached the semi-finalist stage in the Aviva Community Fund competition, and added that the next round of voting starts December 3.

Vice-Chair Beacock spoke about the recent graduation ceremonies at Elmvale District High School. He commended the school's staff for their participation in making the event such a successful celebration of student achievement.

(4) Professional Development Seminars Attendance

Trustee Debra Edwards declared her intention to attend the Ontario College of Teachers Conference being held in November.

(5) Reports/Update from Staff - Nil

(6) Correspondence – Nil

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

Audit Committee Meeting – November 5, 2012 at 6:00 p.m. – Coldwater Room
Business and Facilities Standing Committee Meeting – November 7, 2012 at 6:00 p.m. – Georgian Room
Special Board Meeting – November 14, 2012 at 6:00 p.m. – Georgian Room
Program Standing Committee Meeting – November 14, 2012 at 8:00 p.m. – Georgian Room
Special Education Advisory Committee Meeting – November 19, 2012 at 7:00 p.m. – Georgian Room
Teacher/Trustee Meeting – (ETFO) – November 28, 2012 at 4:30 p.m. – Coldwater Room

Regular Meeting of the Board – November 28, 2012 at 6:00 p.m., followed immediately by the Committee of the Whole in Closed Session (Georgian Room), Public Session will resume at 7:30 p.m. (Roy Edwards Room)

MOTION TO ADJOURN

Moved by Michele Locke
Seconded by Krista Mayne

That the meeting be adjourned at 7:50 p.m.

CARRIED

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

FROM: The Secretary

SUBJECT: **MINUTES OF THE SPECIAL MEETING OF THE
BOARD HELD NOVEMBER 14, 2012**

A Special meeting of the Simcoe County District School Board was held on Wednesday,
November 14, 2012 at the Education Centre at 6:00 p.m.

A. (1) Roll Call

PRESENT:

Trustees

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

REGRETS:

Trustees

Amanda Monague.

PRESENT:

Student Trustees

Brock Edwards, Christina Robertson, Cheryne Winstanley-Hayes.

Recording Secretary

Lena Robyn.

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

(2) Approval of Agenda

Moved by Nicole Black
Seconded by Jodi Lloyd

That the Agenda be approved as printed.

CARRIED

(3) Declaration of Conflicts of Interest – Nil

B. Committee of the Whole

Moved by Michele Locke
Seconded by Krista Mayne

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 7:10 p.m.

RECOMMENDATIONS FOR ACTION

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

Report from the Special Closed Session of the Board in Committee of the Whole from November 14, 2012:

Moved by Michele Locke
Seconded by Krista Mayne

SBP-2012-11-14-107

That the Board, in the event that the Director has determined that student safety has been or may be compromised in one or more of the board's schools as a result of the labour disruption, authorizes the Director, in consultation with the Chair and Vice-chair of the Board to take such steps as are permitted as per Section 19 of the Education Act, and/or the Labour Relations Act, to ensure student safety at any or all of the board's schools.

CARRIED

B. Committee Minutes/Reports

Report of the Audit Committee Meeting held November 15 2012 (B-1-a)

Brian Jeffs, Superintendent of Business Services provided a brief overview of the report and responded to questions from trustees. Michael Laycock, Chartered Accountant from BDO Canada LLP, provided an overview of the 2011-2012 Audited Financial Statements and reported on the results of the audit.

Trustee Ley thanked the Audit Committee for their work and welcomed Chris Edwards, the new External Member for the Audit Committee.

(1,2,3)

Moved by Suzanne Ley
Seconded by Christine Williams

(1)

#SBP-2012-11-14-108

That the Board approve the audited financial statements for the year ended August 31, 2012, as set out in APPENDIX A of Report No. AUD-D-1, Audited 2011-2012 Financial Statements, dated November 5, 2012.

(2)

#SBP-2012-11-14-109

That the Board approve the transfer to Unappropriated Accumulated Surplus/(Deficit) in the amount of \$1.053 million, as set out in APPENDIX A of Report No. AUD-D-1, Audited 2011-2012 Financial Statements, dated November 5, 2012.

(3)

#SBP-2012-11-14-110

That the Board approve the Annual Audit Committee Report, as set out in Report No. AUD-D-1, Annual Audit Committee Report: Year End August 31, 2012, dated November 5, 2012.

CARRIED

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

Special Education Advisory Committee Meeting – November 19, 2012 at 7:00 p.m. –
Georgian Room

Parent Involvement Committee Meeting – November 21, 2012 at 5:00 p.m.
Kempfenfelt Room

Teacher/Trustee Mtg (ETFO) – November 28, 2012 at 4:30 p.m. – Coldwater Room

Regular Meeting of the Board – November 28, 2012 at 6:00 p.m., followed immediately by the
Committee of the Whole in Closed Session (Georgian Room), Public Session will resume at
7:30 p.m. (Roy Edwards Room).

MOTION TO ADJOURN

Moved by Michele Locke
Seconded by Nicole Black

That the meeting be adjourned at 7:20 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 OCTOBER 24, 2012 BOARD MEETING**

1. Background

In accordance with Article II: Item 8, of the board by-laws, Vice-chair Beacock gave NOTICE OF MOTION at the Board meeting of October 24, 2012, to introduce the following motion at the next Board meeting. Attached as APPENDIX A outlines the proposed revisions/additions 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 Peter Beacock
Seconded by Suzanne Ley*

- Under Article II: Inaugural Meeting (In Election Years), Item #2.2.2 revise to read:
Provide for the signing of the declaration of office and oath of allegiance and provide the opportunity to sign the SCDSB Trustee Code of Conduct.

Revise under Item 3, Order of Business at the Inaugural Meeting to read:

3.3 Declaration Oath and Trustee Code of Conduct

- Include Under Article IV: Board of Trustees

All trustees and student trustees shall review annually the code of conduct and will be provided the opportunity to sign a copy of it confirming that they have received a copy of the code of conduct, read it, and agree to abide by it.

2. Report Status

This report is provided for information.

Approved for submission by:

Kathryn Wallace
Director of Education

PROPOSED REVISIONS/ADDITIONS TO THE BY-LAWS

ARTICLE II: INAUGURAL MEETING (IN ELECTION YEARS)

- Under Item #2.2.2 revise to read:
Provide for the signing of the declaration of office and oath of allegiance and provide the opportunity to sign the SCDSB Trustee Code of Conduct.

- Under Item #3 Order of Business at the Inaugural Meeting revise to read:
3.3 Declaration Oath and Trustee Code of Conduct

ARTICLE IV: BOARD OF TRUSTEES

- Include Under Article IV: Board of Trustees
All trustees and student trustees shall review annually the code of conduct and will be provided the opportunity to sign a copy of it confirming that they have received a copy of the code of conduct, read it, and agree to abide by it.

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.
2. The procedure for the Inaugural meeting will be as follows:
 - 2.1 The Director will take the chair until the election of a Chairperson. If the Director is absent the members present will designate who will preside.
 - 2.2 The Director will call the meeting to order and:
 - 2.2.1 read the returns of the clerks of the municipalities certifying to the election of members;
 - 2.2.2 provide for the signing of the declaration of office and oath of allegiance and provide the opportunity to sign the SCDSB trustee Code of **Ethics Conduct**.
 - 2.2.3 declare the Board to be legally constituted when all the members present have taken the Declaration and Oath and constitute a majority of all of the members of the Board.
 - 2.2.4 in the event a member is absent from this meeting a member shall take the declaration of office in writing and the oath of allegiance on or before the day of the first meeting that person attends; this shall be noted at the next public meeting.
 - 2.2.5 the Board may make a decision as to whether the placement of a first nation trustee on the Board is permissive or mandatory as per the Education Act, Reg 462/97. It is the duty of the Director under the Education Act to advise the Board as to the status of first nation enrolment by October 31st.
 - 2.2.6 Student trustees will be placed on the Board according to Ontario Regulation 7/07 Student Trustees of the Education Act and SCDSB Policy 2130 Pupil Representation on the Board.
 - 2.3 The Director will conduct the election of a Chairperson of the Board according to the procedures in Appendix A.
 - 2.4 Upon election, the Chairperson will assume the chair and will conduct the elections for a Vice-Chairperson and one board member to sit on the Selection Committee, according to the procedures in Appendix A.
 - 2.5 The Selection Committee, composed of three members - the incoming Chairperson, Vice-Chairperson and one other member elected at the Inaugural meeting of the Board shall seek from board members their preferences regarding committee membership, and shall make its recommendations to the Board for approval at the regular Board meeting in December.
3. The order of business at the Inaugural Meeting will be as follows:
 - 3.1 Call to order
 - 3.2 Returns of the Clerks
 - 3.3 Declaration Oath and **Trustee Code of Ethics Conduct**
 - 3.4 Election of Chairperson
 - 3.5 Election of Vice-Chairperson
 - 3.6 Election of the Selection Committee member
 - 3.7 Adjournment

ARTICLE IV: BOARD OF TRUSTEES

1. Members of the Board are encouraged to attend other committee meetings as detailed in the Board approved Selection Committee report but are non-voting members. A member of the board shall attend meetings of the board, including meetings of board committees of which he or she is a member.
2. Reports of all standing committees and meetings of the Board will be printed with the names of members present, absent and regrets. In accordance with Ontario Regulation 463/97 Electronic Meetings, a member of the Board who participates through electronic means shall be deemed present.
3. Repeated absenteeism and/or vacancy by a member from meetings of the Board, and vacancies caused by the resignation, death, or incapacitation of a member before the end of a term, will be handled in accordance with Section 219 – Section 229, Part VII – Board Members – Qualifications, Resignations and Vacancies of the Education Act.
4. All trustees and student trustees shall review annually the Trustee Code of Conduct and will be provided the opportunity to sign a copy of it confirming that they have received a copy of the Code of Conduct, read it, and agree to abide by it.

ARTICLE V: STANDING COMMITTEES OF THE BOARD

1. The standing committees of the Board are:
 1. Business and Facilities (first Wednesday of the month at 6:00 p.m.)
 2. Human Resources (second Wednesday of the month at 6:00 p.m.)
 2. Program Services (second Wednesday of the month at 7:00 p.m.)

Standing Committee meetings will not take place in December during an election year.

2. The order of business for public standing committee meeting will be as follows:
 1. Approval of Agenda
 2. Declaration of Conflicts of Interest
 3. Presentations/Delegations
 4. Items for Decision
 5. Items for Information
 6. Correspondence
 7. Other Matters
 8. Notices of Motion for next meeting
3. The order of business for closed standing committee meetings will be as follows:
 1. Approval of Agenda
 2. Declaration of conflicts of Interest
 3. Presentations/Delegations
 4. Items for Decision
 5. Items for Information
 6. Correspondence
 7. Other Matters
 8. Notices of Motion for next meeting
 9. Rise and Report to Committee of the Whole Board

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, NOVEMBER 7, 2012**

The Business and Facilities Standing Committee met in Public Session on Wednesday, November 7, 2012, at the Education Centre.

PRESENT:

Committee Members

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

Administration

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

Student Trustees

Brock Edwards, Christina Robertson, Cheryne Winstanley-Hayes.

Staff

Michael Briscoe, David Few, Susan Justus, Mark Twardowski.

REGRETS:

Committee Members

Caroline Smith.

Recording Secretary

Tina Bazuk.

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

Approval of the Agenda

MOTION

Moved by Michele Locke
Seconded by Christine Williams

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

Presentations/Delegations - Nil

Items for Decision

1. Joint Use Agreement – Township of Severn (BF-D-1)

John Dance, Superintendent of Facility Services, provided an overview of the report which outlined the joint use agreement between the Simcoe County District School Board (SCDSB) and the Township of Severn. The joint use agreement will provide SCDSB students in the Township of Severn with reduced rates for access to Township facilities and will allow the Township of Severn to take advantage of the Community Use of Schools program reduced rental rates.

Superintendent Dance responded to questions from trustees at this time.

Moved by Peter Beacock
Seconded by Krista Mayne

(1)
#BF-2012-11-07-08

That the Business and Facilities Standing Committee recommend that the Board approve the Joint Use Agreement with the Township of Severn, as set out in Report No. BF-D-1, Joint Use Agreement – Township of Severn, dated November 7, 2012.

CARRIED

2. New Southwest Bradford Elementary School – Attendance Area Review (BF-D-2)

Superintendent Dance provided an overview of the report which outlined the high growth and accommodation pressures in the elementary panel within the community of Bradford. In order to prepare for a new Southwest Bradford Elementary School to relieve accommodation pressures at Fieldcrest Elementary School, and to utilize the currently vacant Bradford Public School, an Attendance Area Review (AAR) is recommended. Such an AAR would commence in December 2012 with results being implemented in September 2013.

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

Moved by Suzanne Ley
Seconded by Krista Mayne

(2)
#BF-2012-11-07-09

That the Business and Facilities Standing Committee recommend that the Board approve that an Attendance Area Review be undertaken, commencing in December 2012 that includes Fieldcrest Elementary School, Fred C. Cook Public School and W.H. Day Elementary School, as set out in Report No. BF-D-2, New Southwest Bradford Elementary School – Attendance Area Review, dated November 7, 2012.

CARRIED

3. PowerSchool SIS Implementation Revised Budget Timelines (BF-D-3)

Superintendent Dance provided an overview of the report. SCDSB is continuing with the implementation of the new PowerSchool student information system which will replace the current eSIS system. Pearson's continuing development of the PowerSchool system has required SCDSB staff to revise their implementation schedule and focus on a system launch in concert with the start of the 2012-2013 school year. To accommodate the revised implementation schedule, it is necessary to reallocate the unused budget to-date forward to accommodate re-scheduled project costs.

Superintendent Dance responded to questions from trustees at this time.

Moved by Suzanne Ley
Seconded by Robert North

(3)

#BF-2012-11-07-10

That the Business and Facilities Standing Committee recommend that the Board approve the reallocation of \$278,197, \$78,197 to be expensed in the current 2012-2013 fiscal year and \$200,000 in the 2013-2014 fiscal year, as set out in Report No. BF-D-3, PowerSchool SIS Implementation Revised Budget Timelines, dated November 7, 2012.

CARRIED

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 responded to questions from trustees at this time.

This report was provided for information.

2. Facility Services – Operations Multi-Year Plan (BF-I-2)

Superintendent Dance and Susan Justus, Manager of Operations, provided an overview of the report. The SCDSB Multi-Year Plan, *The Simcoe Path*, sets goals and directions for the board over the next two years. The Facility Services – Operations Multi-Year Plan reflects a number of initiatives that will provide continued service in the efficient and safe operations of the SCDSB facilities. These initiatives support many of the directions of the board's multi-year plan.

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

This report was provided for information.

3. Facility Services – Maintenance and Environmental Multi-Year Plan (BF-I-3)

Superintendent Dance and Mark Twardowski, Manager of Maintenance and Environmental Services, provided an overview of the report. The SCDSB Multi-Year Plan, *The Simcoe Path*, sets goals and directions for the board over the next two years. The Facility Services – Maintenance and Environmental Multi-Year Plan reflects a number of initiatives that will provide continued service in the efficient and safe maintenance and operations of the SCDSB facilities. These initiatives support many of the directions of the board's multi-year plan.

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

Superintendent Dance thanked the members of Facility Services for all their hard work in developing the Facility Services – Multi-Year plans.

This report was provided for information.

4. Capital Plan – 2012: Introduction (BF-I-4)

Superintendent Dance and Manager Few provided an overview of the report which outlined the introduction of the 2012 Capital Plan. The other components will be brought forward to the Business and Facilities Standing Committee over the next couple of months.

The 2012 Capital Plan will continue to build on previous plans, more specifically the 2011 Capital Plan. It will extend to 2017, to incorporate initiatives to increasingly act as a concise overall reference that will support inclusive, equitable and safe learning and working environments throughout the board through its multi-year goals and directions.

The 2012 Capital Plan will provide information, initiatives and recommendations referencing pressure points to help guide long-term decisions and incorporate accommodation as a whole having regard for enrolment, program and building condition.

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

This report was provided for information.

MOTION

Moved by Peter Beacock
Seconded by Robert North

That the committee recess at this time.

CARRIED

5. Update on Education Sector Labour Relations (BF-I-5)

Janis Medysky, Associate Director and Michael Briscoe, Senior Manager, Human Resource Services, provided a detailed overview of the report which outlined the status of provincial legislation and the resulting SCDSB and local labour response in chronological order.

The provincial government has passed Bill 115, "*Putting Students First Act*". This legislation requires school boards and their unions to negotiate collective agreements by December 31, 2012. The agreements must be consistent with the terms prescribed in the Act. At the present time, dates for negotiations have been established with ETFO, CUPE, OPSEU and OSSTF.

Associate Director Medysky provided clarification that if an employee has used their 10 sick days at 100% of pay then a third party adjudicator will examine the file to determine if the employee qualifies for short-term sick leave at 90% of pay. If not then the employee is paid at 66.67% of pay.

OSSTF permanent and occasional bargaining units and board representatives met with the conciliation officer on October 25, 2012. As a result, the board received the "no board report" on October 31, 2012. Sanctions on the part of OSSTF permanent and occasional teachers appear to be imminent. The board has been advised that sanctions for Secondary Schools will not begin until Wednesday, November 21, 2012. (NOTE: This date has since been revised to be Monday, November 19, 2012)

ETFO bargaining unions and board representatives will be meeting with the conciliation office on Thursday, November 8, 2012. Possible sanctions for Elementary teachers may take place at the beginning of December 2012.

Trustees expressed concerns about the safety of students if sanctions go ahead and reduce the level of supervision at the schools.

Associate Director Medysky provided clarification on the "*Fair Hiring Practices Ontario Regulation 274/12*". According to Regulation 274/12 a teacher must be placed on the occasional teacher roster and teach 20 days in one year prior to being able to apply for a position on the LTO list. In order to obtain a permanent position, the teacher would have to complete an LTO assignment of at least 4 months. This makes it very difficult for the board to attract experienced external teachers.

Superintendent Medysky, Senior Manager Briscoe and Director Wallace responded to questions from trustees throughout the report.

MOTION

Moved by Peter Beacock
Seconded by Suzanne Ley

(4)

#BF-2012-11-07-11

That the Business and Facilities Standing Committee recommend that the Board approve that the Chair on behalf of the SCDSB send to Minister Broten an urgent letter requesting that they repeal *Putting Students First Act 2012* as well as Regulation 274/12 *Fair Hiring Practices*.

CARRIED

Correspondence – Nil

Other Matters

Trustee Lloyd requested that the board supply a contact number when issuing permits to other organizations for after hours events. Superintendent Dance advised that they are currently looking into the process.

Notices of Motion for Next Meeting - Nil

MOTION

Moved by Peter Beacock
Seconded by Michele Locke

That the meeting be adjourned at 8:30 p.m.

CARRIED

RECOMMENDATIONS

1. That the Board approve the Joint Use Agreement with the Township of Severn, as set out in Report No. BF-D-1, Joint Use Agreement – Township of Severn, dated November 7, 2012.
2. That the Board approve that an Attendance Area Review be undertaken, commencing in December 2012 that includes Fieldcrest Elementary School, Fred C. Cook Public School and W.H. Day Elementary School, as set out in Report No. BF-D-2, New Southwest Bradford Elementary School – Attendance Area Review, dated November 7, 2012.
3. That the Board approve the reallocation of \$278,197, \$78,197 to be expensed in the current 2012-2013 fiscal year and \$200,000 in the 2013-2014 fiscal year, as set out in Report No. BF-D-3, PowerSchool SIS Implementation Revised Budget Timelines, dated November 7, 2012.
4. That the Board approve that the Chair on behalf of the SCDSB send to Minister Broten an urgent letter requesting that they repeal *Putting Students First Act 2012* as well as Regulation 274/12 *Fair Hiring Practices*.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

John Dance
Superintendent of Facility Services

Approved for submission by:

Kathryn Wallace
Directory 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, NOVEMBER 14, 2012**

The Program Standing Committee met in Public Session at the Education Centre on Wednesday, November 14, 2012.

PRESENT:

Committee Members

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

REGRETS:

Committee Members

Amanda Monague.

PRESENT:

Student Trustees

Brock Edwards, Christina Robertson, Cheryne Winstanley-Hayes.

Administration

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

Staff

Linda Blom, Sean Cappadocia, Glenn Conduit, Barb Condren, Karen Cote, Alicia Dart Shaw, Fran Dillon, Peter Gumbrell, Jane Hofmann, Kyla Kadlec, Andrew Keuken, Pat Miller, Carrie Rumble, Deb Russell, Sandra Sangster.

Recording Secretary

Mary Cannell.

Chairperson Locke called the meeting to order at 7:30 p.m.

1. **Approval of Agenda**

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

Moved by Suzanne Ley
Seconded by Nicole Black

That the agenda be approved as printed.

CARRIED

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

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

Items for Decision

1. **Results of the Extended French as a Second Language (EFSL) Feasibility Study within the Township of Clearview (PRO-D-1)**

This report speaks to the motion that was passed at the November 23, 2011 Board meeting requesting that a feasibility study be conducted in the Fall of 2012 to investigate the establishment of an EFSL Program at an elementary school in the Township of Clearview with a target of commencing in September 2013.

According to SCDSB Policy No. 4115, Extended FSL Program, a minimum of 24 pupils is required to establish an EFSL class. The results of the EFSL Clearview Township feasibility survey indicate that there is not sufficient enrolment to establish a Grade 5 EFSL class at an elementary school within the Township for September 2013.

Superintendent of Education Kathy Bailey responded to trustee questions.

Moved by Christine Williams
Seconded by Jodi Lloyd

#PRO-2012-11-14-02

That the Program Standing Committee recommends that the Board not pursue the establishment of an EFSL program in the Township of Clearview in September 2013, as set out in Report No. PRO-D-1, Results of the Extended French as a Second Language (EFSL) Feasibility Study within the Township of Clearview, dated November 14, 2012.

CARRIED

2. **Establishment of an Extended French as a Second Language (EFSL) Program within the Bear Creek Family of Schools (PRO-D-2)**

Superintendent Kathy Bailey provided an overview of the feeder school model for EFSL programs that establishes designated EFSL sites for each elementary school in the SCDSB, as per Policy No. 4115, Extended FSL Program. Following community consultation within the Bear Creek Family of Schools, it was determined that an EFSL site was required in that geographic area and that Ardagh Bluffs Elementary School would be an appropriate location.

Moved by Jodi Lloyd
Seconded by Suzanne Ley

#PRO-2012-11-14-03

That the Program Standing Committee recommends that the Board establish an EFSL program at Ardagh Bluffs Elementary School in September 2013, as set out in Report No. PRO-D-2, Establishment of an Extended French as a Second Language (EFSL) Program within the Bear Creek Family of Schools, dated November 14, 2012.

CARRIED

Item for Information

1. Enhancing French as a Second Language (FSL) Programs: A Review of Options and their Feasibility (PRO-I-1)

At the Board meeting of April 25, 2012, the Board of Trustees approved the following two motions:

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

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

Superintendent Bailey also offered to include the feasibility of enhancing the existing EFSL program to meet the Ministry of Education French Immersion (FI) designation at that time.

Superintendent Bailey welcomed a panel of staff members involved in the assessment of the feasibility of enhancing Core and EFSL programs, as well as the feasibility of introducing a FI program in Grade 1. Superintendent Bailey noted the history of exploring options for enhanced French programs over the past several decades within this board.

Superintendent Bailey reviewed the variables considered by staff for each feasibility study including the French programming offered by other school boards, transportation considerations, the required number of hours of French instruction for each option and the availability of teachers with French qualifications. Superintendent Bailey noted a parallel between the work of the French panel teams and the Ministry of Education's direction to boards to increase student proficiency and confidence in FSL in an effort to promote bilingualism in the province.

Potential outcomes for learning with respect to Core French, EFSL and French Immersion were outlined. Superintendent Bailey noted that the key difference in French Immersion programming is the overlay of student instruction in French that includes other subjects. It was further noted that young learners have the ability to more easily acquire fluency in a second language and that globalization has increased the need for bilingualism.

Superintendent Bailey responded to a trustee query related to the qualifications of French teachers. Principals of EFSL schools on the staff panel shared their experience with the student culture at EFSL sites. Discussion took place among trustees related to equity of access to the program in terms of transportation, implementation timelines, the phasing in of enhanced French programming, and the advantages of being bilingual in the current job market.

A trustee noted the work of the Simcoe County Student Transportation Consortium in reviewing cost efficiencies with a view to obtaining a high efficiency rating from the Ministry of Education.

Superintendent of Business Services Brian Jeffs and Superintendent of Facility Services John Dance responded to trustee queries related to potential transportation funding opportunities if a high efficiency rating is achieved and the need for further analysis and clarification on the matter.

Director of Education Kathryn Wallace shared that the consultation process clearly indicated an interest in enhanced French programming on behalf of the parent community and that a strategic implementation plan to meet the needs of students will be developed. Superintendent Bailey further described the action plan that would begin with staffing preparations, communication to parents and marketing of enhanced French programming if approved.

Trustees discussed the impact of financial considerations and the related timelines for the implementation of a more robust French program. Superintendent Jeffs agreed to provide more details regarding transportation funding and possible options for funding French Immersion.

MOTION

(1)
Moved by Jodi Lloyd
Seconded by Suzanne Ley

#PRO-2012-11-14-04

That the Program Standing Committee recommend that the Board accept the favoured option and implement Early French Immersion beginning September 2013 as per Report No. PRO-I-1, Enhancing French as a Second Language (FSL) Programs: A Review of Options and their Feasibility, dated November 14, 2012.

CARRIED

Further discussion took place related to the recruitment of French teachers, the geographic constraints of transportation and the advantages of enhanced French programming for the students of this board.

This report was provided for information.

Other Matters – Nil

Notices of Motion for Next Meeting - Nil

Moved by Suzanne Ley
Seconded by Robert North

That the meeting be adjourned.

CARRIED

Meeting adjourned at 9:40 p.m.

RECOMMENDATIONS

1. That the Board approve that it not pursue the establishment of an EFSL program in the Township of Clearview in September 2013, as set out in Report No. PRO-D-1, Results of the Extended French as a Second Language (EFSL) Feasibility Study within the Township of Clearview, dated November 14, 2012.
2. That the Board approve the establishment of an EFSL program at Ardagh Bluffs Elementary School in September 2013, as set out in Report No. PRO-D-2, Establishment of an Extended French as a Second Language (EFSL) Program within the Bear Creek Family of Schools, dated November 14, 2012.
3. That the Board approve that it accept the favoured option and implement Early French Immersion beginning September 2013 as per Report No. PRO-I-1, Enhancing French as a Second Language (FSL) Programs: A Review of Options and their Feasibility, dated November 14, 2012.

Respectfully submitted by:

Kathy Bailey
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

November 28, 2012

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

FROM: Parent Involvement Committee

SUBJECT: **REPORT OF THE PARENT INVOLVEMENT COMMITTEE
MEETING HELD SEPTEMBER 26, 2012**

A meeting of the Parent Involvement Committee was held on Wednesday, September 26, 2012 at the Education Centre.

PRESENT:

Committee Members: (Voting)
Elizabeth Bettencourt, Laura Black, Christine Bowman, Timmi Brady-
Inglis, Marjorie Dowdell (Vice-chairperson), Michelle Hunter, Jennifer
Johnson, Julianna Lerch, Jane McCreadie (Chairperson),
Tanya Nabuurs, Lisa Robertson.

Trustee

Representatives: (Non-voting)
Peter Beacock.

Administration & Staff

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

REGRETS: Ken Boyington, Caroline Smith.

GUESTS: Janis Medysky, Tracy Strohm, Dr. Bill Colvin, Paula Murphy.

1. **Welcome**

Chairperson Jane McCreadie called the meeting to order at 5:05 p.m. and welcomed PIC members and guests: Janis Medysky, Associate Director, Tracy Strohm, Principal, Maple Grove Public School, Dr. Bill Colvin, Senior Psychologist, and Paula Murphy, Superintendent of Education.

Chairperson McCreadie also welcomed Andrew Stewart from the School Council at Adjala Central and a reporter from the Barrie Advance.

2. **Approval of Agenda**

Chairperson McCreadie asked the committee for approval of the agenda.

Moved by Christine Bowman
Seconded by Lisa Robertson

That the agenda be accepted as printed.

CARRIED

3. Current Status of Labour Relations

Superintendent Medysky reported on the status of the withdrawal by teachers from volunteer extracurricular activities. There has been no escalation of job action and the Board has set dates to continue negotiations.

Committee members questioned which after school activities had been affected. Superintendent Medysky and Chair Peter Beacock explained that the withdrawal of activities is very different between schools; however, regular programming at all schools has not been affected.

Questions arose regarding the supervision of children, and the ability of parents to run after school programs, such as sports. Superintendent Medysky responded that because of the liability involved, parents may volunteer only if supervised by a qualified teacher.

Chair McCreadie thanked Superintendent Medysky for the update.

4. System School Council Members' Meeting Presentations

Superintendent Paul Sloan spoke on potential topics of interest to be presented at the October 23, 2012, January 28, 2013 and March 25, 2013 System School Council Members' meetings: Student Success, Mental Health Strategy, Bridges Out of Poverty and Positive School Climate.

Superintendent Sloan introduced Tracey Strohm, Principal, Maple Grove Public School, who provided a brief overview on Bridges Out of Poverty and explained that Bridges Out of Poverty is a lens for looking at how systems work and don't work through the circumstances of generational and situational poverty. A handout was provided to the committee.

Superintendent Sloan introduced Dr. Bill Colvin, Senior Psychologist who expressed regrets on behalf of Phyllis Hili and provided an overview on the status of the board's mental health strategy, the concept that drove its inception, and the way the Board will fortify its mental health strategy, *2011 Open Minds, Healthy Minds, 10 Year Mental Health Strategy- Ont. Government*.

Dr. Colvin spoke to the committee about the collection of information from parents that would help the board ensure parent engagement to support children's wellbeing. The committee suggested that the Mental Health Strategy be placed on the January 2013, System School Council Members' meeting.

Superintendent Sloan introduced Superintendent Paula Murphy who spoke on her portfolio, Positive School Climate, which includes: Character Education, Safe Schools, Equity/Inclusive Education Strategy, Student Leadership, Student Trustees/Senate, and Restorative Practices.

Superintendent Murphy reported on the use of Student Voice forums in secondary schools, Student Leadership camps, Character Education teams in schools, Anti-bullying teams, Ontario Leadership Camp, Roots of Empathy and Restorative Practices whereby students are taught to problem solve and encourage healing between the victim and students involved. Superintendent Murphy provided a handout entitled *Promoting a Positive School Climate: A Resource for Schools*.

Superintendent Sloan spoke on Student Success and explained that Tracy McPhail, Principal of Student Success was unable to attend the meeting; however, she would speak to dual credits, Specialist High Skills Majors, credit recovery, co-op, outreach programs and other supports for students and their families.

Laura Black spoke on programming that had been made available to a member of her family during a crisis situation. It was decided by the committee to incorporate this family's real life situation and how the board was able to provide help to a family in need at the October System School Council Members' meeting.

The committee agreed on the following format for the October 23, 2012 agenda: Bridges Out of Poverty presentation (1 hour), Parent personal life experience, followed by a Student Success presentation (45 minutes), then concluding with 15 minutes of questions and answers.

5. **Approval of June 13, 2012 Minutes**

Chairperson McCreddie asked for approval of the minutes.

Moved by Lisa Robertson
Seconded by Elizabeth Bettencourt

That the minutes of the June 13, 2012 meeting be accepted as printed.

CARRIED

6. **Revised Meeting Schedule – School Council Members Meetings**

Chairperson McCreddie asked for approval of the revised schedule of PIC and School Council Members meetings.

Moved by Marjorie Dowdell
Seconded by Jennifer Johnson

That the revised schedule of PIC and School Council Members meetings be accepted as printed.

CARRIED

PIC MEETING DATES FOR 2012-2013

Date	Time	Location
Wednesday, September 12, 2012 <i>(PIC New Member Orientation)</i>	5 – 7:30 p.m.	Kempfenfelt Room
Wednesday, September 26, 2012	5 – 7:30 p.m.	Kempfenfelt Room
Wednesday, October 17, 2012	5 – 7:30 p.m.	Kempfenfelt Room
Wednesday November 21, 2012	5 – 7:30 p.m.	Kempfenfelt Room
Wednesday, January 23, 2013	5 – 7:30 p.m.	Kempfenfelt Room
Wednesday, February 20, 2013	5 – 7:30 p.m.	Kempfenfelt Room
Monday, March 25, 2013	5 – 7:00 p.m.	Kempfenfelt Room
Wednesday, April 24, 2013	5 – 7:30 p.m.	Kempfenfelt Room
Wednesday, May 22, 2013	5 – 7:30 p.m.	Kempfenfelt Room
Wednesday, June 12, 2013	5 – 7:30 p.m.	Kempfenfelt Room

SYSTEM SCHOOL COUNCIL MEMBERS

Date	Time	Location
Tuesday, October 23, 2012	7 – 9 p.m.	Roy Edwards, Education Centre
Monday, January 28, 2013 (Video Conferencing)	7 – 9 p.m.	Locations: TBD Roy Edwards, Education Centre
Monday, March 25, 2013	7 – 9 p.m.	Roy Edwards, Education Centre
<i>Circle of Learning Conference</i> <i>Saturday, April 6, 2013</i>	9 – 2 p.m.	<i>Education Centre</i> <i>Simcoe County Museum</i>

7. **Establish Project Team – Top Ten**

Chair McCreadie requested volunteers from the committee to establish a working group to ensure the Top Ten remains current and is updated on the board's website. Any revisions are to be brought back to the committee for discussion by March 2013.

Laura Black, Jennifer Johnson volunteered to co-lead this project team and Michelle Hunter volunteered to participate.

The committee discussed and questioned APM A7200 – School Council Elections. Chair McCreadie requested that PIC committee members read APM A7200 for the October meeting at which time questions will be answered by Superintendent Sloan.

8. Establish Project Team – Circle of Learning Conference

Chair McCreadie requested volunteers from the committee to establish a project team for the annual Circle of Learning Conference on April 6, 2013. Marjorie Dowdell offered to lead this team, assisted by Jennifer Johnson and Elizabeth Bettencourt.

The committee discussed Parents' Reaching out Grants (PRO) grants for schools and discussion ensued regarding various ideas to encourage school council to apply for PRO grants, i.e. PIC members mentoring school council members and providing lists of potential projects to school councils for their review and consideration.

Chair McCreadie suggested a PIC PRO training session to be held at the Education Centre. R. England to book Roy Edwards, May 6, 2013. To be discussed at the October 17, 2012 PIC meeting.

9. PIC 2012-2013 Budget

As Superintendent Sloan left the meeting at this time, Chair McCreadie provided the committee with information regarding the PIC budget which consists of \$13,173, plus a bring forward amount of approximately \$2,500.

It was suggested that two PIC members be sponsored to go to the November 3rd People for Education conference and one member to be sponsored to go to the CMHO conference. Interested members are to let Jane McCreadie know by the next PIC meeting, October 17, 2012.

The committee discussed the purchase of PIC T-shirts to identify committee members at the various PIC functions. Information and price quotes to be brought back to the next meeting for consideration.

10. Update on SCDSB School Council Policy and Fundraising Guidelines

Deferred

11. Multi-Year Planning Part 2

Deferred

12. Parent Involvement Funds Recommendation

Jackie Kavanagh, Principal Ardagh Bluffs, explained to the committee that Superintendent Sloan had requested she become involved with the project team of Principal Jane Seymour and Vice-principal Angie Pino to develop a project focusing on how to engage junior kindergarten parents and keep them engaged as they go through the education system.

Principal Kavanagh spoke to the committee on a proposed strategy and explained that the project team will be connecting with CAS, Continuing Ed, County of Simcoe Social Services, and Kindergarten Consultant Cathleen Corrigan to determine the target audience.

The committee discussed: welcome to kindergarten packages, also focusing on engaging parents in senior grades, long term strategy, and a possible September 2013 rollout to pilot schools.

MOTION

Moved by Lisa Robertson
Seconded by Laura Black

That the Parent Involvement Committee recommend that the task force continue collecting information and bring back to PIC the financial proposal and roll out of JK pilot project, including cost of pilot, and cost of further rollout to schools based on which schools and criteria with the total cost and sustainability in the report.

CARRIED

13. Additional Items – n/a

14. Adjournment

Moved by Lisa Robertson
Seconded by Jennifer Johnson

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

The next regular meeting will be held on Wednesday, October 17, 2012 at 5:00 p.m. at the Education Centre.

15. Report Status

This report is provided for information.

Respectfully submitted by:

Paul Sloan
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

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 OCTOBER 15, 2012**

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

PRESENT

SEAC Members: Donna Armstrong (Trustee), Peter Beacock (Trustee), Angie Bridekirk, Joanne Brown, Susan Clough, Sue Downing, Sarah Elliott, Mary Haire, James Hall, Kim Latour, Krista Mayne (Trustee), Joanne McCafferty.

SEAC Alternates: Patrick King.

PRESENT

Staff: Peter Gumbrell, Hailey McLean, Janis Medysky, Sally Potts.

REGRETS SEAC MEMBERS: Margaret Homewood, Laura LaChance, Sari Russell.

REGRETS STAFF: Phyllis Hili.

Recording

Secretary: Jennifer Henry.

The Chairperson called the meeting to order at 7:05 p.m.

(2) **Approval of Agenda**

Chairperson Bridekirk noted two additions to the agenda: A presentation by Candlelighters to be added under Presentations and Discussion as item B2 (a) with the other scheduled presentations to follow; and a SEA update to be added under Staff Member Reports/Updates as item B5 (f).

Moved by Sarah Elliott
Seconded by Kim Latour

That the agenda be approved as amended.

CARRIED

(3) **Approval of Minutes**

(a) **Minutes of the Regular Committee Meeting September 24, 2012**

Moved by Sarah Elliott
Seconded by Kim Latour

That the minutes of the regular meeting of the Special Education Advisory Committee held September 24, 2012 be approved as printed.

CARRIED

B. (1) Welcoming

(a) Welcome and Introductions

Chairperson Bridekirk welcomed guests, Board staff members, and SEAC members. Barb Johnson, President of Candlelighters Simcoe was welcomed as well as Associate Director Medysky. Patrick King, newly appointed SEAC alternate member for Catulpa Community Support Services, was welcomed and introduced.

(b) SCDSB Special Education Statement of Beliefs

Krista Mayne read the Statement of Beliefs.

(2) Presentations & Discussion

(a) Candlelighters Simcoe Parents of Children with Cancer

Barb Johnson, President, CEO and Parent Liaison for Candlelighters Simcoe provided an overview of Candlelighters Simcoe and presented information on services and supports provided to families residing in Simcoe County and the surrounding areas. Barb provided SEAC members with a Candlelighters package which included information on the organization, Candlelighters Simcoe School Support Program and resource websites. Barb provided further details on the School Support Program which includes presentations, meetings, support and resources. She also spoke to the importance of home instruction in conjunction with attending school when possible. Barb welcomed questions and left additional resources with Board staff.

(b) FASD Supports

Peter Gumbrell, Principal of Special Education presented information on Fetal Alcohol Spectrum Disorder (FASD) training for board staff. In collaboration with the Motherisk Program, Hospital for Sick Children, training has been provided to approximately 50 board staff members, using *Understanding Fetal Alcohol Spectrum Disorder (FASD)*, A Resource for Education Practitioners in Ontario. Principal Gumbrell circulated a copy of the resource and highlighted the main sections. Training is being offered to Educational Assistants (EAs) on professional development days, with anticipation of offering the training to teachers as well.

(c) Board Improvement Plan for Student Achievement and Well-being 2012-2013

Principal Gumbrell provided an overview of the Board Improvement Plan for Student Achievement and Well Being 2012-2013 Update Report that was presented at the October 10th Program Standing Committee meeting. Principal Gumbrell and Sally Potts, Principal of Special Education addressed SEAC members' questions.

The importance of using evidence based measures for "well-being", as well as collaboration and external community resources were discussed. Principal Gumbrell noted that a mental health strategy is being created under the direction of the Board's Mental Health Leader. He also reported that the Special Education Multi-Year Plan will be brought forward in November or December which address goals and strategies.

(d) Overview of Results of the 2011-2012 Provincial Assessments

Principal Gumbrell referred SEAC members to the Observations of the Five Year Trends document provided in their folders. Principal Gumbrell noted that more detailed information will be brought forth, and encouraged SEAC members to bring forward any questions. SEAC members sought clarification regarding the phraseology being used, and requested more information be brought back regarding the number of students receiving accommodations, the nature of the accommodations, and examples of the learner profile.

(3) **SEAC Member Reports**

(a) Learning Disabilities Association of Ontario (LDAO) – Accommodating Students with LDs in Postsecondary Studies.

SEAC representatives for the Learning Disabilities Association of Ontario have been asked by their association to present to SEAC members the LDAO position paper entitled *Accommodating Students with LDs in Postsecondary Studies* that was released in June 2012. Joanne Brown spoke to the purpose of the paper and highlighted some of the key points. The importance of appropriate transition activities and plans to postsecondary were noted, along with programs that are available but not being accessed. Joanne inquired if the document can be provided to schools so that Guidance and Special Education Departments receive the information. SEAC members inquired if there is a joint mechanism for creating awareness for the information and programs available, and a way of distributing the information to schools. Joanne will take the question back to her association.

(4) **Board Reports**

(a) Regular Board Meeting September 26, 2012

Trustee Beacock provided a brief overview of the report for the Regular Board meeting held on September 26, 2012.

Trustee Beacock reported that the new Board website is expected to be launched shortly and that during its roll-out, there will be time to do some fine tuning. The hope is that the new site will be more user-friendly and provide some consistency among school websites.

(b) Status of Recommendations to the Board - Nil

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

(a) Alternative Curriculum Expectations (ACE)/Assessment Companion Tool (ACT)

The Alternative Curriculum Expectations (ACE) and Assessment Companion Tool (ACT) documents are a result of the school boards connected to the Barrie Regional Office of the Ministry of Education working collaboratively to create curriculum expectations for students who have not yet developmentally reached the Ontario Kindergarten Curriculum. Hailey McLean, Central Program Consultant in Special Education noted that information regarding these documents was shared with SEAC when the initiative first began. She provided an update on the roll out, training sessions and next steps. The SCDSB has obtained permission from one of the boards involved in the initiative to use their print format, and will be printing the documents in the next couple of weeks.

Hailey addressed SEAC members' questions at this time. There was an inquiry if the documents could be posted to the Board's website.

Hailey also reported on a social skills document that is currently being piloted in the York Region Board. This document is also the result of a collaborative effort in which the SCDSB was involved.

(b) Professional Development

Sally Potts, Principal of Special Education provided an overview of the special education professional development opportunities being offered in October and November. She also noted that SCDSB staff will be hosting sessions at the Children's Treatment Network's (CTN) information fair being held on October 16th.

(c) Consultation Report

Principal Gumbrell provided an update on the Geneva Centre training. He also reported on the inventories that are being collected from every school where personal protective equipment (PPE) is being used, and the continuing consultation that is taking place through the schools. He addressed SEAC members' questions regarding PPE and what the school consultation entails. SEAC members asked how the inventory is being collected, if the inventory list will be shared with SEAC, and if SEAC members can receive a copy of the template that is being used to collect the inventories. There was a request that SEAC members receive a copy of the consultation report that was posted to the Board's website.

There was also an inquiry regarding the status of the Administrative Procedures Memorandum (APM) regarding the management process for student behaviours causing a risk-of-injury and the protocol being developed. Principal Gumbrell addressed the inquiry and noted that the APM will be brought back to SEAC prior to being finalized.

(d) Home Instruction

Principal Gumbrell reported that the Home Instruction APM has gone to Administrative Council for review. It was suggested by a SEAC member that the London program be reviewed. Associate Director Medysky noted that Senior Administration has also been consulting with the Simcoe Muskoka Catholic District School Board. The APM will be brought back to SEAC for consultation prior to finalizing the amendments.

(e) Navigating Special Education Workshop for Parents

Hailey McLean reported that special education staff is proposing an evening for parents that would consist of workshops geared toward parents new to special education or parents wishing to receive more information. Hailey reported on the proposed format, locations and topics for the sessions, and sought feedback from SEAC members. The proposed date for the evening is November 28, 2012, with event details to be advertised via schools, media release, Facebook and Twitter.

Hailey and Principal Gumbrell addressed SEAC members' questions and comments regarding the session topics. SEAC members suggested that details regarding the event also be posted in school newsletters and be forwarded to SEAC members so that the details could be shared with their local chapters.

It was also suggested that sessions be recorded and made available via CD, tutorial format or a question and answer document for parents who may not be able to attend. Associate Director Medysky invited SEAC members to provide brochures, business cards or any other association information that they may wish to make available at the sessions. Chairperson Bridekirk suggested that SEAC members bring their handouts with them to the November SEAC meeting.

(f) SEA

Principal Gumbrell provided an update on the inventory of SEA equipment and the status of the claims from June. Principal Gumbrell addressed a question regarding technical/access issues that SEAC members have been hearing about.

(6) **Committee Member Reports**

There are currently no sub-committees of SEAC meeting at this time.

C. INFORMATION

(1) **Correspondence**

Chairperson Bridekirk reported on the following correspondence that she received:

- A letter from the Huron-Superior Catholic District School Board to the Honourable John Milloy, Minister, Ministry of Community and Social Services in support of the May 22, letter addressed to him from the Upper Grand District School Board SEAC, regarding concerns with the Developmental Services Ontario (DSO) designation to confirm eligibility for services and supports in the community.
- A letter and brochure from Trillium Demonstration School drawing attention to the work of the Trillium Demonstration School as well as partnerships, and workshops offered.
- A letter to Patrick King confirming his appointment to the SCDSB SEAC as Alternate Member for Catulpa Community Support Services.

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

There was a request for an update on the roles and responsibilities of the social workers.

It was requested that home instruction remain on the agenda.

(3) **SEAC Contact Information 2012-2013**

Please notify Jennifer Henry of any changes to contact information.

D. FUTURE BUSINESS AND ADJOURNMENT

Moved by Sarah Elliott
Seconded by Kim Latour

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

CARRIED

Report Status

This report is provided for information.

Respectfully submitted by:

Phyllis Hili
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education