

SIMCOE COUNTY DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING - WEDNESDAY, FEBRUARY 26, 2014

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 January 22, 2014
- (4) Declaration of Conflicts of Interest

CLOSED SESSION

- B. Committee of the Whole
 - 1. Personnel Matters

PUBLIC SESSION

- C.
 - (1) Report from Student Trustees
 - (2) Delegation
 - Shane Brown Re: Busing

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 Business and Facilities Standing Committee Meeting held February 5, 2014
 - (b) Report of the Human Resources Standing Committee Meeting held February 12, 2014
 - (c) Report of the Program Standing Committee Meeting held February 12, 2014
- (5) Staff Reports – Items for Decision
 - (a) By-law Number D-2014-1 for Ontario Financing Authority Long-Term Financing
 - (b) Accommodation Review Committee (ARC) Membership: ARC 2013:01 – Midland Secondary School/Penetanguishene Secondary School

- (6) Committee Minutes/Reports - Items for Information
 - (a) Report of the Parent Involvement Committee Meeting held November 19, 2013
 - (b) Report of the Accessibility Advisory Committee Meeting held November 25, 2013
 - (c) Report of the Special Education Advisory Committee Meeting held December 16, 2013
 - (d) Report of the Audit Committee Meeting held February 3, 2014
- (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

By-law Committee Meeting – March 3, 2014 at 6:00 p.m. – Georgian Room
Business and Facilities Standing Committee Meeting – March 5, 2014 at 6:00 p.m. - Georgian Room
Special Education Advisory Committee Meeting – March 17, 2014 at 7:00 p.m. – Georgian Room
Human Resources Standing Committee Meeting – March 19, 2014 at 6:00 p.m. – Georgian Room
Program Standing Committee Meeting – March 19, 2014 at 7:00 p.m. – Georgian Room
Parent Involvement Committee Meeting – March 25, 2014 at 6:00 p.m. – Georgian Room
Regular Meeting of the Board – March 26, 2014 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, FEBRUARY 26, 2014

REPORT	FYI	Decision Req.	MOTION
			Call Meeting to order. Roll Call
		√	That the agenda be approved as printed.
A-3-a Board Minutes January 22, 2014		√	That the Minutes of the Regular Board Meeting held Wednesday, January 22, 2014 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 Delegation			Shane Brown, Busing
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-4-a Business & Facilities February 5, 2014		√	That the Board approve to maintain existing attendance areas for 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-1, Attendance Area Review: Alcona Glen Elementary School, Goodfellow Public School, Innisfil Central Public School, Killarney Beach Public School and Sunnybrae Public School, dated February 5, 2014.
D-4-b Human Resources February 12, 2014		√	(1) That the Board approve the revisions to Policy No. 3031 – Workplace Harassment as set out in APPENDIX C of Report No. HR-D-1, Revision to Policy No. 3031 – Workplace Harassment, dated February 12, 2014.
		√	(2) That the Board approve the revisions to Policy No. 3120 – Employment Equity as set out in APPENDIX C of Report No. HR-D-2, Revision to Policy No. 3120 – Employment Equity, dated February 12, 2014.
D-4-c Program Standing February 12, 2014		√	That the Board approve the submission of the modified school year calendar for Ernest Cumberland Elementary School for 2014-2015 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-1, Modified School Year Calendar 2014-2015 – Ernest Cumberland Elementary School, dated February 12, 2014.
D-5-a By-law Number D-2014-1 for Ontario Financing Authority Long-Term Financing		√	That the Board ratify By-law Number D-2014-1 to authorize the Ontario Financing Authority long-term financing agreement in the principal amount of \$5,476,409 pursuant to a loan agreement under Ontario Regulation 41/10, as set out in Report No. D-5-a, By-law Number D-2014-1 for Ontario Financing Authority Long-Term Financing, dated February 26, 2014.

D-5-b Accommodation Review Committee (ARC) Membership: ARC 2013:01 – Midland SS/ Penetanguishene SS		√	That the Board approve the ARC membership, as set out in APPENDIX A of Report No. D-5-b, Accommodation Review Committee (ARC) Membership: ARC 2013:01 – Midland Secondary School/Penetanguishene Secondary School, dated February 26, 2014.
D-6-a PIC – November 19, 2013	√		
D-6-b Accessibility Committee – November 25, 2013	√		
D-6-c SEAC – December 16, 2013	√		
D-6-d Audit Committee – February 3, 2014	√		
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 JANUARY 22, 2014**

The regular meeting of the Simcoe County District School Board was held on Wednesday, January 22, 2014 at the Education Centre.

A. (1) Roll Call

PRESENT:

Trustees

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

ELECTRONIC:

Participation

Amanda Monague.

PRESENT:

Student Trustees

Brandon Amyot, Patrick Whitten, 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 December 18, 2013 (A-3-a)

Moved by Robert North

Seconded by Nicole Black

That the Minutes of the Regular Meeting of the Board held Wednesday, December 18, 2013 be approved as printed.

CARRIED

Minutes of the Special Meeting of the Board held January 8, 2014 (A-3-b)

Moved by Christine Williams
Seconded by Robert North

That the Minutes of the Special Meeting of the Board held Wednesday, January 8, 2014 be approved as printed.

CARRIED

(4) Declaration of Conflicts of Interest

Chairperson Beacock declared a conflict of interest under Report No. D-5-b, Accommodation Review Committee (ARC) Membership: ARC 2013:01 – Midland Secondary School/Penetanguishene Secondary School.

B. Committee of the Whole

Moved by Robert North
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 7:55 p.m.

C. (1) Report from the Student Trustees

Student trustees Brandon Amyot, Patrick Whitten and Cheryne Winstanley-Hayes shared the following update:

At a recent Student Senate meeting, discussion continued about ending homophobia. The group participated in a Skype call with one of the founders of Day of Pink to help generate ideas. The group also heard from Superintendent Anita Simpson about the future of technology in SCDSB schools. They received some information on the Equity in Action Symposium. The student trustees are presenting a workshop at the symposium on student voice and student engagement. Finally the group talked about the Speak Up Student Voice forums and the opportunity to apply for Student Voice Grants.

The student trustees will present at an upcoming Parent Involvement Committee meeting about the Student Senate's anti-homophobia campaign.

(2) Trustee Tributes - Nil

(3) Presentations/Delegations - 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 January 22, 2014:

(1)
Moved by Robert North
Seconded by Nicole Black

#BP-2014-01-22-01

That the Board approve the school administrator appointments, as set out in Report No. CL-HR-D-1, School Administrator Appointments, dated January 15, 2014.

CARRIED

(2)
Moved by Jodi Lloyd
Seconded by Suzanne Ley

#BP-2014-01-22-02

That the Board approve the termination of employment, as set out in Report No. CL-B-2-a, Recommendation for Termination of Employment, dated January 22, 2014 and that the Director take whatever steps required to effect this termination.

CARRIED

(2) Matters Arising from Previous Meeting:
Motion(s) for which notice was given at previous Board meeting - Nil

(3) Notice of Time Sensitive Motions from Statutory Committee

Special Education Advisory Committee Time Sensitive Motion January 20, 2014 (D-3-a)

At the January 20, 2014 SEAC meeting, SEAC members approved a motion to support the special education relocation of the county classes.

Chairperson Beacock indicated that he allowed this report to come forward even though a Board decision on this issue was not required at this time.

This report was provided as information.

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

Report of the Business and Facilities Committee Meeting held
January 8, 2014 (D-4-a)

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

Moved by Jodi Lloyd

Seconded by Nicole Black

(1)

#BF-2014-01-08-03

That the Board approve that an Attendance Area Review be undertaken, commencing after September 2014 in the Southwest and Southeast Review Areas that includes Alliston Union Public School and Cookstown Central Public School, as set out in Report No. BF-D-1, Capital Plan - 2013, dated January 8, 2014.

(2)

#BF-2014-01-08-04

That the Board approve that an Attendance Area Review be undertaken, commencing after September 2014 in the North Elementary Review Area that includes Port McNicoll Public School, Victoria Harbour Elementary School and Waubaushene Elementary School, as set out in Report No. BF-D-1, Capital Plan - 2013, dated January 8, 2014.

(3)

#BF-2014-01-08-05

That the Board approve holding schools and new schools be closed to out-of-area students as of February 1, 2014, as set out in Report No. BF-D-1, Capital Plan – 2013, dated January 8, 2014.

(4)

#BF-2014-01-08-06

That the Board approve schools accommodating French Immersion and Extended French as a Second Language be closed to new out-of-area students effective as of February 1, 2014, as set out in Report No. BF-D-1, Capital Plan – 2013, dated January 8, 2014.

(5)

#BF-2014-01-08-07

That the Board approve schools serviced by private septic systems that are constrained by the Ministry of Environment's Reasonable Use Policy remain closed to out-of-area students as of September 2014, as set out in Report No. BF-D-1, Capital Plan – 2013, dated January 8, 2014.

(6)

#BF-2014-01-08-08

That the Board direct staff to prepare an accommodation plan report for the continued implementation of the French Immersion and Extended French as a Second Language programs, as set out in Report No. BF-D-1, Capital Plan – 2013, dated January 8, 2014.

CARRIED

(7,8)

Moved by Robert North
Seconded by Jodi Lloyd

(7)

#BF-2014-01-08-09

That the Board approve the Priority Capital Project list, as set out in Report No. BF-D-1, Capital Plan - 2013, dated January 8, 2014.

(8)

#BF-2014-01-08-10

That the Board approve the Capital Plan, as set out in Report No. BF-D-1, Capital Plan – 2013, dated January 8, 2014.

CARRIED

(5) Staff Reports – Items for Decision

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

Moved by Caroline Smith
Seconded by Jodi Lloyd

#BP-2014-01-22-11

That the Board appoint to the Special Education Advisory Committee, effective February 1, 2014, Arlene McCaw as member and Joshua Henley as alternate member for Learning Disabilities Association of Simcoe County, as set out in Report No. D-5-a, Special Education Advisory Committee Member and Alternate Member Appointment, dated January 22, 2014.

CARRIED

Accommodation Review Committee (ARC) Membership: ARC 2013:01 – Midland
Secondary School/Penetanguishene Secondary School (D-5-b)

Due to a conflict of interest, Chairperson Beacock vacated the Chair at this time. Vice-chairperson Locke assumed the Chair. Trustee Lloyd requested clarification from Vice-chairperson Locke as to why Chairperson Beacock vacated the Chair. Vice-chairperson Locke asked Director Wallace to respond. Director Wallace indicated that legal opinion had been sought. They advised Chairperson Beacock to declare a conflict of interest when reports or issues surrounding the ARC process take place and that he vacates the Chair during that time.

Moved by Caroline Smith
Seconded by Jodi Lloyd

#BP-2014-01-22-12

That the Board approve the ARC membership, as set out in APPENDIX A of Report No. D-5-b, Accommodation Review Committee Membership: ARC 2013:01 - Midland Secondary School/ Penetanguishene Secondary School, dated January 22, 2014.

CARRIED

Chairperson Beacock assumed the Chair at this time.

(6) Committee Minutes/Reports – Items for Information

Report of the Special Education Advisory Committee Meeting held November 18, 2013 (D-6-a)

This report was provided as information.

Report of the Human Resources Standing Committee Meeting held January 15, 2014 (D-6-b)

This report was provided as information.

Report of the Program Standing Committee Meeting held January 15, 2014 (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 Smith requested that a By-law meeting be scheduled. Vice-Chairperson Locke indicated that she would schedule a meeting in the near future.

Trustee Lloyd spoke about the flood that occurred at Coldwater Public School and congratulated staff on developing a successful contingency plan, and thanked Midland Secondary School staff and students for hosting the staff and students from Coldwater Public School.

Chairperson Beacock shared that he attended an event at the Barrie Career Centre on January 22nd with Brad Duguid, Ontario Minister of Training, Colleges and Universities. The event recognized the great work being done by staff on behalf of our students involved in the Youth Employment Fund.

(4) Professional Development Seminars Attendance

The Student Trustees declared their intention to attend the OSTA/AECO Board Council Conference on February 6-9, 2014.

(5) Reports/Update from Staff - Nil

(6) Correspondence – Nil

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

Audit Committee Meeting – February 3, 2014 at 6:00 p.m. – Coldwater Room
Business and Facilities Standing Committee Meeting – February 5, 2014 at 6:00 p.m. -
Georgian Room
Human Resources Standing Committee Meeting – February 12, 2014 at 6:00 p.m. –
Georgian Room
Program Standing Committee Meeting – February 12, 2014 at 7:00 p.m. –
Georgian Room
Parent Involvement Committee Meeting – February 18, 2014 at 6:00 p.m. –
Georgian Room
Special Education Advisory Committee Meeting – February 24, 2014 at 7:00 p.m. –
Georgian Room
Regular Meeting of the Board – February 26, 2014 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 Suzanne Ley
Seconded by Debra Edwards

That the meeting be adjourned at 8:45 p.m.

CARRIED

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, FEBRUARY 5, 2014**

The Business and Facilities Standing Committee met in Public Session on Wednesday, February 5, 2014, at the Education Centre.

PRESENT:

Committee Members Donna Armstrong, Peter Beacock, Suzanne Ley,
Jodi Lloyd (Chairperson), Krista Mayne, Amanda Monague,
Caroline Smith, Christine Williams (fulfilling the role of Vice-
Chairperson).

Electronic Participation Nicole Black.

Administration John Dance, Stuart Finlayson, Brian Jeffs, John Legere,
Janis Medysky, Paula Murphy, Chris Samis, Anita Simpson,
Paul Sloan, Kathryn Wallace.

Student Trustees Brandon Amyot, Patrick Whitten, Cheryne Winstanley-Hayes.

Staff David Few.

REGRETS:

Committee Members Debra Edwards, Michele Locke, Robert North.

Recording Secretary Lorraine Ryder.

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

Election of Vice-Chairperson

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

Trustee Christine Williams indicated that she would volunteer.

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

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

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

Approval of the Agenda

MOTION

Moved by Amanda Monague
Seconded by Peter Beacock

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

Closed Session - Nil

Presentations/Delegations - Nil

Items for Decision

1. **Attendance Area Review: Alcona Glen Elementary School, Goodfellow Public School, Innisfil Central Public School, Killarney Beach Public School and Sunnybrae Public School (BF-D-1)**

John Dance, Superintendent of Facility Services provided an overview of the report. The approved attendance area review was placed in abeyance due to the implementation of a French Immersion program at Goodfellow Public School. The program attracted a number of students that were attending other schools in the Alcona area. The movement of these students brought into question the degree to which attendance area changes would be required.

Superintendent Dance responded to questions from trustees at this time.

Moved by Donna Armstrong
Seconded by Krista Mayne

(1)

#BF-2014-02-05-30

That the Business and Facilities Standing Committee recommend that the Board approve to maintain existing attendance areas for 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-1, Attendance Area Review: Alcona Glen Elementary School, Goodfellow Public School, Innisfil Central Public School, Killarney Beach Public School and Sunnybrae Public School, dated February 5, 2014.

CARRIED

Items for Information

1. 2013-2014 Student Enrolment on October 31, 2013 (BF-I-1)

Superintendent Dance provided an overview of the report which detailed student enrolment as of October 31, 2013.

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

This report was provided for information.

2. Contract Awards within Approved Budget (BF-I-2)

Superintendent Jeffs 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.

3. 2014-2015 Projected Elementary and Secondary Enrolment (BF-I-3)

Superintendent Dance provided an overview of the report which presented the 2014-2015 projected enrolment for elementary and secondary schools. Trends exhibited since 2011 are expected to continue for the 2014-2015 school year and beyond. Growth is anticipated until 2023 with the greatest increases expected within the next five years.

Superintendent Dance responded to questions from trustees at this time.

This report was provided for information.

4. Partnerships Update: Barrie Central and Barrie South Secondary School (BF-I-4)

Paul Sloan, Superintendent of Education provided an overview of the report which detailed the current status of the partnership pursuits for Barrie Central and Barrie South Secondary School.

Superintendents Sloan, Dance and Jeffs responded to questions from trustees at this time.

This report was provided for information.

Correspondence – Nil

Other Matters

Trustee Armstrong requested an update on the snow removal budget. Superintendent Dance stated that an update would be provided at a future Business and Facilities Standing Committee meeting.

Notices of Motion for Next Meeting - Nil

MOTION

Moved by Suzanne Ley
Seconded by Krista Mayne

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

CARRIED

RECOMMENDATION

That the Board approve to maintain existing attendance areas for 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-1, Attendance Area Review: Alcona Glen Elementary School, Goodfellow Public School, Innisfil Central Public School, Killarney Beach Public School and Sunnybrae Public School, dated February 5, 2014.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

John Dance
Superintendent of Facility Services

Approved for submission by:

Kathryn Wallace
Director of Education

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

FROM: Human Resources Standing Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE HUMAN RESOURCES
STANDING COMMITTEE MEETING HELD WEDNESDAY, FEBRUARY 12,
2014**

The Human Resources Standing Committee met in Public Session on Wednesday, February 12, 2014, at the Education Centre.

PRESENT:

Committee Members

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

Administration

John Dance, Stuart Finlayson, Jackie Kavanagh, John Legere, Janis Medysky, Paula Murphy, Chris Samis, Anita Simpson, Paul Sloan, Kathryn Wallace.

Student Trustees

Patrick Whitten, Cheryne Winstanley-Hayes.

REGRETS:

Committee Members

Peter Beacock, Nicole Black, Debra Edwards.

Student Trustees

Brandon Amyot.

Recording Secretary

Kary Hancock.

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

1. **Approval of the Agenda**

MOTION

Moved by Amanda Monague
Seconded by Christine Williams

That the agenda be approved as printed.

CARRIED

2. **Declaration of Conflicts of Interest** - Nil
3. **Presentations/Delegations** - Nil

MOTION

Moved by Christine Williams
Seconded by Michele Locke

That the Human Resources Standing Committee move into closed session.

CARRIED

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

Items for Decision

1. **Revision to Policy No. 3031 Workplace Harassment (HR-D-1)**

Janis Medysky, Associate Director, provided an overview of the report. This policy was last revised on February 27, 2013. Minor language revisions were required to reflect the updated language in the Human Rights Code.

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

Moved by Amanda Monague
Seconded by Donna Armstrong

(1)

#HR-2014-02-12-05

That the Human Resources Standing Committee recommend that the Board approve the revisions to Policy No. 3031 – Workplace Harassment as set out in Report No. HR-D-1, Revision to Policy No. 3031 – Workplace Harassment, APPENDIX C, dated February 12, 2014.

CARRIED

2. **Revision to Policy No. 3120 Employment Equity (HR-D-2)**

Associate Director Medysky provided an overview of the report. This policy was last revised on February 27, 2013. Minor language revisions were required to reflect the updated language in the Human Rights Code.

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

Moved by Christine Williams
Seconded by Amanda Monague

(2)

#HR-2014-02-12-06

That the Human Resources Standing Committee recommend that the Board approve the revisions to Policy No. 3120 – Employment Equity as set out in Report No. HR-D-2, Revision to Policy No. 3120 – Employment Equity, APPENDIX C, dated February 12, 2014.

CARRIED

3. New Policy No. 3150 Performance Appraisal Process (HR-D-3)

Associate Director Medysky provided an overview of the report. There are currently performance appraisal processes in place for teachers, school administrators and superintendents. A new Administrative Procedures Memo (APM) has been created to provide guidelines for performance appraisals for all other employee groups and this new policy supports that APM.

Associate Director Medysky, Director Wallace and Anita Simpson, Superintendent of Education, responded to questions from trustees at this time.

Moved by Robert North
Seconded by Jodi Lloyd

That the Human Resources Standing Committee recommend that the Board approve the adoption of Policy No. 3150 – Performance Appraisal Process as set out in Report No. HR-D-3, with a maximum time frame between appraisals of three years, dated February 12, 2014.

The above motion was withdrawn.

Trustees requested that the length of time between performance appraisals in sectors other than education be researched and that a report be brought back to Human Resources Standing Committee in April, 2014.

Items for Information

2. Labour Update (VERBAL)

Associate Director Medysky advised that OSSTF has realized more savings than necessary through the Early Retirement Incentive Plan, Voluntary Leave of Absence Program and other personal leaves resulting in no further unpaid days for secondary teachers. (March 7, 2014, will be a paid PD day for all staff in secondary schools.)

ETFO has been unable to realize the savings required as an offsetting measure. As a result, elementary contract teachers will have an additional unpaid day on Friday, March 7, 2014.

This report was provided for information.

Correspondence - Nil

Other Matters - Nil

Notices of Motion for next meeting – Nil

MOTION

Moved by Michele Locke
Seconded by Robert North

That the meeting be adjourned at 7:20 p.m.

CARRIED

RECOMMENDATIONS

1. That the Board approve the revisions to Policy No. 3031 – Workplace Harassment as set out in Report No. HR-D-1, Revision to Policy No. 3031 – Workplace Harassment, APPENDIX C, dated February 12, 2014.
2. That the Board approve the revisions to Policy No. 3120 – Employment Equity as set out in Report No. HR-D-2, Revision to Policy No. 3120 – Employment Equity, APPENDIX C, dated February 12, 2014.

Respectfully submitted by:

Janis Medysky
Associate Director

Approved for submission by:

Kathryn Wallace
Director of Education

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

FROM: Program Standing Committee

SUBJECT: **REPORT OF THE PROGRAM STANDING COMMITTEE
MEETING HELD WEDNESDAY, FEBRUARY 12, 2014**

The Program Standing Committee met in Public Session at the Education Centre on Wednesday, February 12, 2014.

PRESENT:

Committee Members

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

Student Trustees

Patrick Whitten, Cheryne Winstanley-Hayes.

Administration

John Dance, Stuart Finlayson, Jackie Kavanagh, John Legere, Janis Medysky, Paula Murphy, Chris Samis, Anita Simpson, Paul Sloan, Kathryn Wallace.

Staff

Glenda Galliford, Ann McClure, Tracy McPhail, Rick Meraska, Joanne Merkle, Sandra Sangster.

REGRETS:

Committee Members

Peter Beacock, Nicole Black, Debra Edwards.

Student Trustees

Brandon Amyot.

Recording Secretary

Mary Cannell.

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

1. **Approval of Agenda**

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

Moved by Krista Mayne
Seconded by Robert North

That the agenda be approved as printed.

CARRIED

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

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

Item for Decision

1. **Modified School Year Calendar 2014-2015 Ernest Cumberland Elementary School (PRO-D-1)**

Superintendent of Education Jackie Kavanagh provided an overview of the report. Ernest Cumberland Elementary School in Alliston is currently the only Simcoe County District School Board (SCDSB) school with a modified school year calendar as approved by the Ministry of Education. Regulation 304 of the Education Act provides that a board may designate one or more schools under its jurisdiction a school year and school holidays that are different from the traditional September 1st to June 30th school year.

Superintendent Kavanagh indicated that the modified calendar is compliant with all of the criteria outlined by the Ministry of Education and adheres to collective agreements with respect to the scheduling of professional development for staff. The school and community support this modified school year calendar for 2014-2015.

Superintendent Kavanagh responded to trustee comments at this time.

Moved by Robert North
Seconded by Jodi Lloyd

#PRO-2014-02-12-11

That the Program Standing Committee recommend that the Board approve the submission of the modified school year calendar for Ernest Cumberland Elementary School for 2014-2015 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-1, Modified School Year Calendar 2014-2015 – Ernest Cumberland Elementary School, dated February 12, 2014.

CARRIED

Items for Information

1. **Graduation Rates (PRO-I-1)**

Superintendents of Education Anita Simpson and Paul Sloan invited Manager of Research and Evaluation Sandra Sangster and Principal of Student Success Tracy McPhail to the table.

Superintendent Simpson and Manager Sangster reviewed highlights from the report and shared additional information on the four, five and six-year graduation outcomes for cohorts of students from this board. Superintendent Simpson reminded trustees of the Student Success/ Learning to 18 Multi-Year Plan that outlines the many key strategies that are being implemented to improve outcomes for all secondary students, including targeted interventions for at-risk students.

Superintendent Simpson, Superintendent Sloan, Manager Sangster and Principal McPhail responded to trustee queries related to how rates are calculated, the Ontario Education Number (OEN) for students, and the difference in graduation rates among various secondary schools in the board.

This report was provided for information.

2. Course Selection for Student Success (PRO-I-2)

Superintendent Sloan invited Guidance Itinerant Resource Teacher Glenda Galliford to the table. Teacher Galliford outlined the transition process for Grade 8 students heading to secondary school and reviewed the supports available to students and parents when making informed decisions about secondary course selection.

Teacher Galliford responded to trustee comments related to the training of Guidance staff and the relevance of occupational data contained within educational planning tools such as myBlueprint.

This report was provided for information.

Student Trustee Whitten left the meeting at this time.

3. Mental Health Multi-Year Plan (PRO-I-3)

Superintendent of Education Chris Samis welcomed Mental Health Leader Danielle Mink. Superintendent Samis advised that there is a clear relationship between student mental health and academic achievement and that this board's Multi-Year Plan: *The Simcoe Path* recognizes that creating and maintaining mentally healthy schools is essential in supporting academic achievement and well-being for all students.

Leader Danielle Mink provided an overview of the key features of the plan which include a shift of focus to view mental health in positive terms and the creation of school-based Mental Health Plans to build capacity within schools.

This report was provided for information.

The committee recessed at this time.

4. New Teacher Induction Program (NTIP) Multi-Year Plan (PRO-I-4)

Superintendent of Education Stuart Finlayson invited NTIP teacher Rick Meraska and NTIP Administrator Joanne Merkley to the table. Vice Principal Merkley provided an overview of the NTIP multi-year plan as well as supports available for year one and two contract teachers and long-term occasional teachers (LTOs) in their first LTO assignment of 97 days or more.

Teacher Meraska shared his experience as an NTIP teacher and spoke of the valuable supports available to new teachers and in particular the relationship between mentor and mentee.

Superintendent Finlayson, Vice Principal Merkley and Associate Director Janis Medysky responded to trustee queries related to teacher mentors, unsatisfactory Teacher Performance Appraisals (TPA) and the TPA process for LTOs.

This report was provided for information.

5. **French Immersion and Extended French as a Second Language 2014-2015**
Application Data (PRO-I-5)

Superintendent Simpson provided a status report on the application process and the numbers received as of January 23, 2014.

Superintendent Simpson confirmed that based on application data, Innisfil Central Public School is unable to support a Grade 1 French Immersion (FI) class, resulting in twelve SCDSB elementary schools offering the FI program in September 2014. Superintendent Simpson further detailed the transition of students in the Admiral Collingwood FI program to the FI program at both Cameron Street Public School and Worsley Elementary School.

Moved by Jodi Lloyd
Seconded by Krista Mayne

That the meeting be extended past 10 pm.

CARRIED

Superintendent Simpson responded to trustee queries and comments related to thresholds for viability of the FI program, the well-being of students leaving the program, the movement of the Admiral Collingwood FI program, and the waitlist management of the FI program.

This report was provided for information.

Other Matters

A trustee requested that information on the schools participating in the implementation of the Advanced Placement program be shared with trustees. Superintendent Simpson indicated that she would share this information with trustees.

Notices of Motion for Next Meeting - Nil

Moved by Robert North
Seconded by Krista Mayne

That the meeting be adjourned.

CARRIED

Meeting adjourned at 10:00 p.m.

RECOMMENDATION

That the Board approve the submission of the modified school year calendar for Ernest Cumberland Elementary School for 2014-2015 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO–D-1, Modified School Year Calendar 2014-2015 – Ernest Cumberland Elementary School, dated February 12, 2014.

Respectfully submitted by:

Anita Simpson
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

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

FROM: Superintendent of Business Services

SUBJECT: **BY-LAW NUMBER D-2014-1 FOR
ONTARIO FINANCING AUTHORITY LONG-TERM FINANCING**

1. **Background**

In Memorandum 2013: SB29 the Ministry of Education advised boards on the process and timelines to transition construction costs for capital projects to long-term financing through the Ontario Financing Authority (OFA). These arrangements reflect the Ministry of Education's ongoing commitment to working with school boards to provide an effective long-term capital financing vehicle. This process mirrors the one followed for the issuance of By-law Number D-2013-1 on June 19, 2013.

2. **Current Status**

The Ministry of Education requires all school boards with capital projects to finance, to participate in the long-term financing arrangement through the OFA. The SCDSB has been approved to long-term finance \$5,476,409 for construction costs incurred as follows:

<u>Projects to be Financed</u>	
Good Places to Learn (GPL)	\$417,537
New Pupil Places (NPP)	373,775
Primary Class Size (PCS) Reduction	1,487,623
Capital Priorities	3,073,319
Growth Schools	124,155
	<u>\$5,476,409</u>

The principal amount eligible for long-term financing reflects the value of work for permanent capital improvements undertaken prior to August 31, 2013 and is supported by the information contained in the Board's Capital Analysis and Planning Template (CAPT), approved by the Ministry of Education and the ReCAPP database.

To proceed, the Ministry of Education and OFA require participating school boards to pass the necessary by-laws authorizing the long-term financing agreement with the OFA. The loan documents have been reviewed by the law firm Borden Ladner Gervais LLP. By-law Number D-2014-1 is attached as APPENDIX A. Funds are scheduled to flow from the OFA to the board on March 12, 2014.

RECOMMENDATION

That the Board ratify By-law Number D-2014-1 to authorize the Ontario Financing Authority long-term financing agreement in the principal amount of \$5,476,409 pursuant to a loan agreement under Ontario Regulation 41/10, as set out in Report No. D-5-a, By-law Number D-2014-1 for Ontario Financing Authority Long-Term Financing, dated February 26, 2014.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

Approved for submission by:

Kathryn Wallace
Director of Education

February 26, 2014

APPENDIX A – Pages 1 to 31

BY-LAW NUMBER D-2014-1 FOR ONTARIO FINANCING AUTHORITY LONG-TERM FINANCING

Simcoe County District School Board

BY-LAW NUMBER By-law D-2014-1

A by-law to authorize a loan from the Ontario Financing Authority in the principal amount of \$5,476,409 pursuant to a loan agreement under section 7 of Ontario Regulation 41/10

WHEREAS subsection 247 (1) of the *Education Act* R.S.O. 1990, c. E.2, as amended (the "*Education Act*") and the regulations made thereunder, provides that, subject to any other provision of the *Education Act* and, specifically, the regulations made under subsection 247 (3) of the *Education Act*, a district school board may by by-law borrow money or incur debt for permanent improvements and may issue or execute any instrument prescribed under clause 247 (3) (f) of the *Education Act* in respect of the money borrowed or the debt incurred;

AND WHEREAS section 7 of Ontario Regulation 41/10 (the "Regulation"), provides that (1) a board may by by-law borrow money for permanent improvements by way of a loan with an initial maturity of more than one year from the Ontario Financing Authority and that (2) a board that obtains a loan described in section 7 of the Regulation shall ensure that the proceeds of it are used for permanent improvements;

AND WHEREAS the Simcoe County District School Board, which under the *Education Act* constitutes a district school board (the "Board"), has undertaken urgent and high priority renewal projects under the Good Places to Learn Program (the "GPL Program") at schools of the Board listed in any one or more of: (i) Appendix B of the document entitled "Good Places to Learn: Stage 1 Funding Allocation"; (ii) Appendix C of the document entitled "Good Places to Learn: Stage 2 Funding Allocation"; (iii) Appendix B of the document entitled "Good Places to Learn: Stage 3 Funding Allocation"; and (iv) Appendix B of the document entitled "Good Places to Learn: Stage 4 Funding Allocation", in accordance with the maximum allocations listed in columns 2, 3, 4 and 5, respectively, opposite the name of the Board in Table 23 of Ontario Regulation 120/13, some of which projects are described in Schedule "A" attached to the Loan Agreement, as hereinafter defined (individually a "GPL Eligible Project", collectively the "GPL Eligible Projects") and pursuant to Ontario Regulation 580/07, each GPL Eligible Project constitutes a "permanent improvement" as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single GPL Eligible Project, the term "GPL Eligible Projects" means that GPL Eligible Project;

AND WHEREAS the Board has undertaken capital projects under the New Pupil Places Program (the "NPP Program") with respect to instructional spaces at existing elementary or secondary schools, or to construct new elementary or secondary schools for the board, some of which projects are described in Schedule "A-1" attached to the Loan Agreement, as hereinafter defined (individually a "NPP Eligible Project", collectively the "NPP Eligible Projects") and each NPP Eligible Project constitutes a "permanent improvement" as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single NPP Eligible Project, the term "NPP Eligible Projects" means that NPP Eligible Project;

AND WHEREAS the Board, has participated in one or more programs referred to as the Consolidated Capital Programs (as described below) (the “Consolidated Capital Programs”) involving capital projects that are described in the Schedule(s) referred to in recital (d) of the Loan Agreement, as hereinafter defined (individually a “Consolidated Capital Eligible Project”, collectively the “Consolidated Capital Eligible Projects”) and each Consolidated Capital Eligible Project constitutes a “permanent improvement” as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single Consolidated Capital Eligible Project, the term “Consolidated Capital Eligible Projects” means that Consolidated Capital Eligible Project;

AND WHEREAS the Consolidated Capital Programs include:

- (i) capital projects required for primary class size reduction (the “PCS Program”) for the purpose of addressing the reduction in primary class size to 20 or fewer students and under the PCS Program the Board has undertaken projects, some of which projects are described in Schedule “A-2” attached to the said Loan Agreement;
- (ii) capital projects to provide new pupil places as a result of growth occurring in new residential areas of the Board (the “Growth Program”), that were specified in plans approved by the Minister of Education under paragraph 2 of subsection 39 (15) of the 2006-2007 grant Regulation, under paragraph 2 of subsection 46 (3) of the 2007-2008 grant Regulation, under paragraph 2 of subsection 51 (3) of the 2008-2009 grant Regulation and under paragraph 2 of subsection 50 (3) of the 2009-2010 grant Regulation, the Board has undertaken projects, some of which projects are described in Schedule “A-4” attached to the said Loan Agreement; and
- (iii) capital projects to provide for construction projects (the “CP Program”) described in Column 3 of Table 22.1 of Ontario Regulation 155/09, in the municipalities set out in Column 2 of that Table opposite the name of the Board, and under the CP Program has undertaken projects, some of which projects are described in Schedule “A-6” attached to the said Loan Agreement;

AND WHEREAS the GPL Eligible Projects, the NPP Eligible Projects and the Consolidated Capital Eligible Projects are collectively referred to as the “Eligible Projects”. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single Eligible Project, the term “Eligible Projects” means that Eligible Project. The GPL Program, the NPP Program and the Consolidated Capital Programs are collectively referred to as the “Programs”. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single Program, the term “Programs” means that Program;

AND WHEREAS the Board has in part financed the Eligible Projects by way of temporary borrowing from a financial institution or from a restricted purpose revenue account (formerly referred to as a reserve account or a reserve fund account) of the Board and the Board intends to borrow money from the Ontario Financing Authority for the purpose of financing the Eligible Projects on a long-term basis, and in this connection the Board intends to borrow by way

of a loan with an initial maturity of more than one year from the Ontario Financing Authority the principal amount of \$5,476,409 (the "Loan") pursuant to a loan agreement in the form attached hereto as Schedule "A" (the "Loan Agreement") which Loan Agreement constitutes an instrument prescribed under clause 247 (3) (f) of the *Education Act* and which sets out the terms and conditions on which the Ontario Financing Authority will make the Loan available to the Board;

NOW THEREFORE THE SIMCOE COUNTY DISTRICT SCHOOL BOARD ENACTS AS FOLLOWS:

1. The Board hereby authorizes the Loan on the basis that it constitutes a loan under section 7 of the Regulation and authorizes the entering into of the Loan Agreement that is prescribed for the purposes of clause 247(3)(f) of the *Education Act*.

2. The Board is hereby authorized to enter into the Loan Agreement pursuant to which the Loan will be made available to the Board and the Chair of the Board and the Treasurer of the Board are hereby authorized to execute for and on behalf of the Board the Loan Agreement which provides for instalments of interest only and of combined (blended) principal and interest as hereinafter set forth, substantially in the form of Schedule "A", with such changes thereto as may be suggested by the Ontario Financing Authority and as such authorized officials of the Board shall approve.

3. The Director of Education of the Board, the Treasurer of the Board and any other financial officer of the Board are hereby each individually authorized generally to do all things and execute all other documents, instruments and agreements in the name of the Board in order to give effect to the Loan Agreement.

4. The Loan shall be paid in instalments of interest only and of combined (blended) principal and interest over a 25 year amortization period on the specified dates set out in Schedule "B" to the Loan Agreement with the first interest only payment on May 15, 2014 and thereafter instalments of combined (blended) principal and interest to November 15, 2038 in each of the years during the currency of the Loan as set forth in such schedule with the final payment of combined (blended) principal and interest on March 11, 2039. The Loan shall bear interest at the rate of 4.003% on the outstanding principal amount owing thereunder from time to time from the date thereof, which interest shall be payable in arrears as part of the instalments of interest only and of combined (blended) principal and interest payable on such days in each year of the currency of the Loan as are set out in Schedule "B" to the Loan Agreement.

5. In accordance with the provisions of the *Education Act* and the regulations made thereunder, during the currency of the Loan, the Board shall provide in its estimates for each fiscal year for the setting aside out of its general revenue in the fiscal year the amount necessary to pay the principal and interest coming due on the Loan in the fiscal year and, on or before each due date in each such year, the Board shall pay out of its general revenue the principal and interest coming due on the Loan in the year. Such sums of principal and interest payable on the Loan shall be provided for in accordance with subsection 247(5) of the *Education Act*. Subject to the foregoing, on or before each due date in each year during the currency of the Loan, the Board shall pay out of its general revenue the amount necessary to pay the specific sums of principal and interest payable on the Loan shown for the respective year as set forth in Schedule "B" to the Loan Agreement; but such amount shall be paid out of the Board's general revenue only to the extent required after taking into account funds available from other sources.

6. Any amounts payable by the Board in respect of the Loan including interest on overdue principal and interest in respect of the Loan together with fees and other amounts payable by the Board under the Loan Agreement, if applicable, shall be paid out of the Board's general revenue or any other available funds.

7. The proceeds of the Loan shall be used to finance the Eligible Expenditures, as defined in the Loan Agreement, in respect of the Eligible Projects on a long-term basis and for no other purpose except as permitted by the *Education Act* and the regulations made thereunder.

READ AND FINALLY PASSED this **26th day of February, 2014.**

CHAIR

DIRECTOR OF EDUCATION

Simcoe County District School Board

SCHEDULE "A" TO BY-LAW NUMBER By-law D-2014-1

[A FORM OF THE LOAN AGREEMENT]

This Loan Agreement made in duplicate dated and effective as of the 12th day of March, 2014.

BETWEEN:

ONTARIO FINANCING AUTHORITY, a corporation established under the *Capital Investment Plan Act, 1993*, (hereinafter the "OFA")

OF THE FIRST PART

AND:

SIMCOE COUNTY DISTRICT SCHOOL BOARD, a district school board continued under the *Education Act* (hereinafter the "Board")

OF THE SECOND PART

WHEREAS:

- (a) the Board has participated in a program referred to as the Good Places to Learn Program (the "GPL Program") involving urgent and high priority renewal projects at schools of the Board listed in any one or more of: (i) Appendix B of the document entitled "Good Places to Learn: Stage 1 Funding Allocation"; (ii) Appendix C of the document entitled "Good Places to Learn: Stage 2 Funding Allocation"; (iii) Appendix B of the document entitled "Good Places to Learn: Stage 3 Funding Allocation"; and (iv) Appendix B of the document entitled "Good Places to Learn: Stage 4 Funding Allocation", in accordance with the maximum allocations listed in columns 2, 3, 4 and 5, respectively, opposite the name of the Board in Table 23 of Ontario Regulation 120/13, and under the GPL Program has undertaken projects, some of which projects are described in Schedule "A" attached hereto (individually a "GPL Eligible Project", collectively the "GPL Eligible Projects") and pursuant to Ontario Regulation 580/07, each GPL Eligible Project constitutes a "permanent improvement" as defined in subsection 1(1) of the *Education Act*, R.S.O. 1990, c.E.2, as amended (the "*Education Act*"). In the event that the Board will borrow the principal amount specified in paragraph 2.1 under this Agreement in respect of a single GPL Eligible Project, the term "GPL Eligible Projects" means that GPL Eligible Project;
- (b) the Board has received funding under the New Pupil Places Program (the "NPP") to fund capital projects with respect to instructional spaces at existing elementary or secondary schools, or to construct new elementary or

secondary schools for the Board, and under the NPP has undertaken projects, some of which projects are described in Schedule “A-1” attached hereto (individually a “NPP Eligible Project”, collectively the “NPP Eligible Projects”) and each NPP Eligible Project constitutes a “permanent improvement” as defined in subsection 1(1) of the *Education Act*, R.S.O. 1990, c.E.2, as amended (the “*Education Act*”). In the event that the Board will borrow the principal amount specified in paragraph 2.1 under this Agreement in respect of a single NPP Eligible Project, the term “NPP Eligible Projects” means that NPP Eligible Project;

- (c) the Board has participated in one or more programs referred to as the Consolidated Capital Programs (as described below) (the “Consolidated Capital Programs”) involving capital projects that are described in the Schedule(s) referred to in recital (d) of this Agreement (individually a “Consolidated Capital Eligible Project”, collectively the “Consolidated Capital Eligible Projects”) and each Consolidated Capital Eligible Project constitutes a “permanent improvement” as defined in subsection 1(1) of the *Education Act*, R.S.O. 1990, c.E.2, as amended (the “*Education Act*”). In the event that the Board will borrow the principal amount specified in paragraph 2.1 under this Agreement in respect of a single Consolidated Capital Eligible Project, the term “Consolidated Capital Eligible Projects” means that Consolidated Capital Eligible Project;
- (d) the Consolidated Capital Programs include:
 - (i) capital projects required for primary class size reduction (the “PCS Program”) for the purpose of addressing the reduction in primary class size to 20 or fewer students and under the PCS Program the Board has undertaken projects, some of which projects are described in Schedule “A-2” attached hereto;
 - (ii) capital projects to provide new pupil places as a result of growth occurring in new residential areas of the Board (the “Growth Program”), that were specified in plans approved by the Minister of Education under paragraph 2 of subsection 39 (15) of the 2006-2007 grant Regulation, under paragraph 2 of subsection 46 (3) of the 2007-2008 grant Regulation, under paragraph 2 of subsection 51 (3) of the 2008-2009 grant Regulation and under paragraph 2 of subsection 50 (3) of the 2009-2010 grant Regulation, the Board has undertaken projects, some of which projects are described in Schedule “A-4” attached hereto;
 - (iii) capital projects to provide for construction projects (the “CP Program”) described in Column 3 of Table 22.1 of Ontario Regulation 155/09, in the municipalities set out in Column 2 of that Table opposite the name of the Board, and under the CP Program

the Board has undertaken projects, some of which projects are described in Schedule "A-6" attached hereto;

- (e) the GPL Eligible Projects, the NPP Eligible Projects and the Consolidated Capital Eligible Projects are collectively referred to as the "Eligible Projects". In the event that the Board will borrow the principal amount specified in paragraph 2.1 under this Agreement in respect of a single Eligible Project, the term "Eligible Projects" means that Eligible Project. The GPL Program, the NPP Program and the Consolidated Capital Programs are collectively referred to as the "Programs". In the event that the Board will borrow the principal amount specified in paragraph 2.1 under this Agreement in respect of a single Program, the term "Programs" means that Program;
- (f) the Board has financed the Eligible Projects by way of temporary borrowing from a financial institution or from a restricted purpose revenue account (formerly referred to as a reserve account or a reserve fund account) and is entitled to receive grants in respect of the Eligible Projects from the Minister of Education pursuant to various regulations under the *Education Act* for the Board's fiscal year 2013-2014 for the payment of interest;
- (g) the Board has requested and the OFA has agreed to lend the aggregate principal amount specified in paragraph 2.1 to the Board for the purpose of financing the Eligible Projects under the specified Programs on a long-term basis which will include the repayment of temporary borrowing, if any;
- (h) the Board is authorized to borrow money for permanent improvements from the Ontario Financing Authority by way of a loan pursuant to Ontario Regulation 41/10 and is authorized to receive grants for the repayment of such a loan from the Minister of Education pursuant to Ontario Regulation 120/13; and
- (i) the Board has agreed to enter into this Agreement to evidence its indebtedness and provide for the repayment of the loan to the OFA on the terms and conditions set forth herein.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements contained in it and subject to the terms and conditions set out in it, the parties agree as follows:

1.0 DEFINITIONS

1.1 In this Loan Agreement, unless the context or the subject matter otherwise requires:

- (a) “Advance Date” means March 12, 2014;
- (b) “Agreement” means this Agreement as it may be amended or extended from time to time by the parties in writing, including all schedules hereto and any document which the parties may at a future time mutually designate as a schedule to this Agreement, by so marking such document in writing as a schedule hereto and part hereof;
- (c) “Aggregate Principal Amount” means the total of the Program Principal Amounts, as hereinafter defined, to be advanced to the Board pursuant to paragraph 2.1 of this Agreement and is equal to the total principal amount set out in Column 2 opposite the reference to “Aggregate Principal Amount”;
- (d) “business day” means any day that is not a Saturday or Sunday and that, in the City of Toronto, is not a day on which banking institutions are generally authorized or obligated by law or executive order to close;
- (e) “dollars” or “\$” means Canadian dollars;
- (f) “Material Adverse Change” means any change or event which (i) materially impairs the ability of the Board to timely and fully perform its obligations under this Agreement, or (ii) could materially impair the ability of the OFA to enforce its rights and remedies under this Agreement; or (iii) has a material adverse effect on the operations, properties, assets, liabilities or financial condition of the Board;
- (g) “Program” means a program undertaken by the Board that is specified in paragraph 2.1 of this Agreement;
- (h) “Program Principal Amount” means the total principal amount of monies to be advanced to the Board for Eligible Projects undertaken in connection with a Program pursuant to paragraph 2.1 of this Agreement;
- (i) “Rate” means 4.003% per annum, including an administrative fee of 0.025% per annum; and
- (j) “Repayment Date” means March 11, 2039.

2.0 PRINCIPAL AMOUNT

2.1 The OFA agrees to lend to the Board and the Board agrees to borrow from the OFA the Aggregate Principal Amount being the aggregate of the respective total principal amount specified below for each of the Programs in lawful money of Canada with interest thereon at the relevant Rate on the terms and conditions set forth in this Agreement:

1	2	3	4
PROGRAMS	PROGRAM PRINCIPAL AMOUNTS	PURPOSE FOR WHICH FUNDS WILL BE USED	STATUS OF ELIGIBLE PROJECT BY
GPL Program Stage 4:	\$417,537	Funds will only be used for the GPL Eligible Projects	Substantially completed by August 31, 2013
NPP Program	\$373,775	Funds will only be used for the NPP Eligible Projects	Substantially completed by August 31, 2013
Consolidated Capital Programs - PCS Program - Growth Program - CP Program	\$1,487,623 \$124,155 \$3,073,319	Funds will only be used for the Consolidated Capital Eligible Projects	Substantially completed by August 31, 2013
Aggregate Principal Amount	\$5,476,409		

2.2 The Board acknowledges that the relevant Rate includes an administrative fee payable to the OFA in the amount of 0.025% of the Aggregate Principal Amount outstanding per annum as specified in paragraph 1.1(i).

2.3 Except as otherwise agreed in writing between the Board and the OFA, the monies to be advanced by the OFA shall be advanced by the OFA to the Board by electronic funds transfer directly into the bank account designated by the Board.

2.4 The Board authorizes the OFA to open and maintain records evidencing the Board's obligations under this Agreement and to record therein all advances, interest rates, accrued interest, payments of principal and interest and the aggregate principal and accrued interest outstanding from time to time under this Agreement. The Board agrees that the records kept by the OFA, in the absence of manifest error, shall be prima facie evidence of the indebtedness of the Board and the matters recorded provided that the failure of the OFA to record or correctly record any amount or date shall not affect the obligation of the Board to repay the Aggregate Principal Amount and pay accrued interest thereon owing under this Agreement.

3.0 REPAYMENT

3.1 The Board agrees to repay the Aggregate Principal Amount together with interest thereon as follows:

- (i) the Aggregate Principal Amount and interest thereon at the Rate accrued from and including the Advance Date to but excluding the Repayment Date shall be paid in instalments of interest only and of combined (blended) principal and interest over a 25 year amortization period on the specified dates set out in the amortization schedule(s) attached to this Agreement as Schedule "B" with the first and only interest only payment on May 15, 2014 and thereafter instalments of combined (blended) principal and interest to November 15, 2038 in each of the years during the currency of the loan as set forth in such Schedule with the final payment of combined (blended) principal and interest on March 11, 2039; and
- (ii) the loan shall be fully repaid on the relevant Repayment Date.

3.2 If the Board fails to make any payment of principal or interest payable by it under this Agreement on the relevant due date, the overdue amount shall bear interest at the Rate (before as well as after judgment) calculated from the due date until the date of actual payment to the OFA.

3.3 Interest, other than interest in respect of the combined (blended) principal and interest instalments, shall be computed under this Agreement on the basis of a year of 365 days and the actual number of days elapsed.

3.4 If any day on which a payment is due and payable under this Agreement would otherwise fall on a day that is not a business day, such due date shall instead fall on the next succeeding business day.

3.5 Except as otherwise agreed in writing between the Board and the OFA and without affecting the liability of the Board under this Agreement, the monies to be

repaid under this Agreement shall be repaid by the Board in immediately available funds to the OFA on the due date by pre-authorized debit from an account of the Board, such account to be designated to the OFA by the execution and delivery of the Payor Pre-Authorized Debit Agreement in a form satisfactory to the OFA ("PAD Agreement") attached to this Agreement as Schedule C, together with such other authorizations, voided cheques and other documentation as the deposit-taking institution and the rules of the Canadian Payments Association may require for such pre-authorized debit. The Board undertakes to notify the OFA and the Ministry of Education, immediately and not later than five business days prior to any due date or the relevant Repayment Date, in writing of any changes in its designated account for the purposes of the pre-authorized debits and agrees to execute and deliver a revised PAD Agreement.

3.6 The Board is not entitled to prepay the Aggregate Principal Amount and accrued interest thereon outstanding under this Agreement except with the prior written consent of the OFA.

4.0 CONDITIONS PRECEDENT

4.1 The obligation of the OFA to advance the Program Principal Amounts pursuant to paragraph 2.1 of this Agreement is subject to the following conditions being met to the OFA's satisfaction on the Advance Date:

- (a) that the representations and warranties of the Board contained in this Agreement continue to be true and correct as at the Advance Date;
- (b) that there shall, in the reasonable opinion of the OFA, have been no Material Adverse Change with respect to the Board;
- (c) that this Agreement shall have been duly executed and delivered; and
- (d) that the OFA shall have received such other documentation in form and substance satisfactory to the OFA which it has reasonably requested to ensure that the Board is in compliance with the terms and conditions of this Agreement including (i) a certified true copy of the necessary by-law authorizing the borrowing of the Program Principal Amounts and the execution of this Agreement, (ii) a favourable legal opinion from external legal counsel to the Board as to due authorization, execution, validity and enforceability of this Agreement and such other matters as the OFA considers necessary or appropriate, and (iii) a certificate or certificates executed by an authorized officer or officers of the Board as to the continued truth and correctness of the representations and warranties, the due authorization and execution of this Agreement and other documents, compliance with the *Education Act* and regulations made thereunder and such other matters as the OFA may reasonably request.

5.0 REPRESENTATIONS AND WARRANTIES OF BOARD

5.1 The Board represents and warrants to the OFA that:

- (a) the Board is a district school board under the *Education Act*;
- (b) each Eligible Project has been duly authorized by the Board at a duly called meeting of the Board at which a quorum was present by a resolution or resolutions passed by the Board (the “Resolutions”). In the event that the Board will borrow a Program Principal Amount under this Agreement in respect of a single Eligible Project and the Board has passed a single resolution in respect of the Eligible Project, the term “Resolutions” means that resolution. No application has been made or action brought to quash, set aside or declare invalid the Resolutions nor have the Resolutions been repealed, altered and amended and the Resolutions are in full force and effect;
- (c) copies of the Resolutions mentioned in paragraph 5.1(b) have been forwarded to the Capital Programs Branch of the Ministry of Education, if applicable;
- (d) each of the GPL Eligible Projects, the NPP Eligible Projects and the Consolidated Capital Eligible Projects constitutes an Eligible Project under the relevant Program and has been undertaken at a school of the Board (which school may constitute a shared facility) or involves the construction of a new school for the Board;
- (e) each Eligible Project constitutes a permanent improvement within the meaning of subsection 1(1) of the *Education Act*; and the Board has obtained all necessary approvals to authorize the carrying out of the Eligible Projects by the Board and the long-term financing thereof;
- (f) the status of each Eligible Project as at August 31, 2013 is accurately set out in paragraph 2.1, the Board has incurred expenditures in respect of the relevant Programs for the Eligible Projects (the “Eligible Expenditures”) and the total amount of the Eligible Expenditures in respect of the Eligible Projects undertaken at an individual school of the Board does not exceed the respective aggregate amount of expenditures authorized by the Board in respect of such school of the Board nor does such total amount exceed the expenditures authorized by the Board pursuant to the authorizations referred to in paragraph 5.1(b);
- (g) the Program Principal Amount to be borrowed by the Board under this Agreement in respect of each Program will be borrowed by the Board in

respect of the Eligible Projects undertaken by the Board pursuant to that specified Program and will not be borrowed by the Board in respect of any Eligible Projects undertaken pursuant to any other Program;

- (h) the information provided by the Board to the OFA or Her Majesty the Queen in right of Ontario, to the extent that it relates to the Board or the Eligible Projects is true and correct in all material respects when provided and remains true and correct as of the Advance Date;
- (i) the borrowing of the Aggregate Principal Amount to be advanced under this Agreement and the execution, delivery and performance of this Agreement are within the powers and capacities of the Board and have been duly authorized by all necessary legal action and proper proceedings, including a by-law passed by the Board;
- (j) the borrowing of the Aggregate Principal Amount to be advanced under this Agreement, the execution and delivery of this Agreement, and the compliance with the terms and conditions of this Agreement will not conflict with or result in a breach of any of the terms or provisions of the by-laws of the Board, laws of Ontario, including laws of Canada applicable therein, applicable to the Board or any contractual or other obligation binding on the Board and does not require the consent or approval of any other person;
- (k) this Agreement will, when executed and delivered, constitute a legal, valid and binding obligation of the Board enforceable against it in accordance with its terms;
- (l) the obligations of the Board under this Agreement are direct, unsecured and unsubordinated debt obligations and rank concurrently and equally in respect of payment of principal and interest with all other debentures and prescribed debt instruments of the Board, except as to the availability of any sinking fund, retirement fund or other prescribed fund applicable to any issue of debentures or such prescribed debt instruments;
- (m) no litigation or proceedings of any nature are now pending or threatened, attacking or in any way attempting to restrain or enjoin the execution and delivery of this Agreement or in any manner questioning the proceedings and the authority under which this Agreement is authorized, or affecting the validity thereof, or contesting the capacity of the authorized officers of the Board to sign and no authority or proceeding under which the Board is authorized to execute this Agreement has been repealed, revoked or rescinded in whole or in part;

- (n) there are no actions, suits or proceedings threatened or pending against the Board in any court except actions, suits or proceedings which would not result in a Material Adverse Change if determined against the Board;
- (o) the Aggregate Principal Amount to be borrowed under this Agreement shall be used only for the Eligible Projects, including the repayment of temporary borrowing for the Eligible Projects from a financial institution and from a restricted purpose revenue account (formerly referred to as a reserve account or a reserve fund account) of the Board, if any, and will not be used for any other purpose except as permitted by the *Education Act* and the regulations made thereunder;
- (p) the Board is not currently in default under any debentures or other long-term debts of any kind and undertakes to immediately inform the OFA if it is in default under any such long-term financial obligations at any time during the term of this Agreement; and
- (q) the Board is not now subject to an order under the *Education Act* vesting in the Ministry of Education control and charge over the administration of the affairs of the Board.

5.2 The representations and warranties set out in paragraph 5.1 herein shall survive the execution and delivery of this Agreement, notwithstanding any investigations or examinations which may be made by counsel for the OFA.

5.3 For greater certainty, the OFA is not responsible for ensuring that the proceeds advanced to the Board are in fact used in the manner specified in paragraph 5.1(o).

6.0 COVENANTS

6.1 The Board will duly and punctually pay or cause to be paid all principal, interest, fees and other amounts payable by it under this Agreement in accordance with the terms and subject to the conditions of this Agreement.

6.2 The Board will provide prompt notice to the OFA of the occurrence of any Event of Default, as hereinafter defined, or Material Adverse Change.

6.3 The Board complied at all times with all of the Board's obligations in respect of the debt and financial obligation and liability limits for the projects, if applicable, under the *Education Act* and the regulations made thereunder which were then in force.

6.4 The Board shall allocate all grants received by it from the Ministry of Education relating to Eligible Expenditures in respect of the Eligible Projects in accordance

with the applicable legislation and shall apply such grants to the payment of its obligations under this Agreement.

6.5 The Board will obtain all licences, permits, consents, approvals and other authorizations which are necessary or desirable to carry out the Eligible Projects.

6.6 The Board will provide to the Ministry of Education reports respecting the status of the Eligible Projects as requested from time to time.

7.0 DEFAULT

7.1 Failure by the Board to pay any principal, interest, fees or other amount payable by it under this Agreement, unless such default is cured within three business days after the date such payment was due, shall constitute an event of default (each, an “Event of Default”) and each Event of Default shall be deemed to exist and continue so long as it shall not have been remedied.

8.0 INTERCEPT AND REMEDIES ON THE OCCURRENCE OF DEFAULT

8.1 (a) The Board agrees that the Minister of Finance is entitled to deduct from monies appropriated by the Legislature for payment to the Board amounts equal to any amounts that the Board fails to pay under this Agreement. On the occurrence of an Event of Default, the Minister of Finance and such other Minister of the Crown as appropriate is irrevocably authorized to deduct from money appropriated by the Legislature for payment to the Board amounts equal to any amounts that the Board fails to pay to the OFA in accordance with the provisions of this Agreement and to pay such amounts directly to the OFA (the “Intercept”).

(b) The Board agrees that any notice from the OFA to the Minister of Finance in relation to this paragraph may be relied upon by such Minister without further inquiry or verification by such Minister and, upon receipt of such notice, an amount equal to the amount that the Board fails to pay to the OFA shall be deducted from money appropriated by the Legislature for payment to the Board and paid to the OFA.

8.2 On the occurrence of any Event of Default and at any time thereafter, so long as the same shall be continuing, the OFA may, in addition to any other remedy available to the OFA at law, at its option, by notice to the Board, invoke the Intercept mechanism to require payment of any amount due and payable under this Agreement.

8.3 No delay or omission of the OFA to exercise any right or remedy accruing upon any Event of Default shall impair any such right or remedy or constitute a waiver

of any such Event of Default or an acquiescence therein. Every right and remedy given by this Agreement or by law to the OFA may be exercised from time to time, and as often as may be deemed expedient by the OFA.

8.4 No right or remedy herein conferred upon or reserved to the OFA is intended to be exclusive of any other such right or remedy, and every such right and remedy shall, to the extent permitted by law, be cumulative and in addition to every other right and remedy given hereunder or now or hereafter existing at law or in equity or otherwise. The assertion or employment of any right or remedy hereunder, or otherwise, shall not prevent the concurrent assertion or employment of any other appropriate right or remedy.

9.0 ADMISSIBILITY OF EVIDENCE

9.1 Where communications between the parties are provided on an electronic basis under this Agreement, printouts or other tangible reproductions of any electronic record maintained by a party in relation to such communications shall be considered business records in any legal, administrative or other proceedings that may arise in relation to this Agreement.

10.0 INTEREST ACT DISCLOSURE

10.1 For the purposes of disclosure pursuant to the *Interest Act* (Canada), the yearly rate of interest to which any rate of interest payable under this Agreement that is calculated on any basis other than a full calendar year is equivalent may be determined by multiplying such rate by a fraction, the numerator of which is the actual number of days in the calendar year in which such yearly rate of interest is to be ascertained and the denominator of which is the number of days comprising such other basis.

11.0 NOTICES

11.1 A notice or other communication pursuant to this Agreement shall be in writing and delivered in person or sent by first class prepaid post or by facsimile transmission (subject, in the case of communication by facsimile transmission, to confirmation by telephone) to the party for which it is intended at the following addresses:

The OFA

Ontario Financing Authority
One Dundas St. West, Suite 1400
Toronto, Ontario
M7A 1Y7

Attention: Executive Director
Capital Markets Division

Tel. No: (416) 325-8125
Fax No: (416) 325-8111

The Board Simcoe County District School Board

Attention: Manager of Corporate Services
Tel. No: (705) 734-6363 ext. 11238
Fax No: (705) 728-2265

11.2 Either party may change its address for the purposes of receipt of any such communication by giving five business days' prior written notice of such change to the other party in the manner prescribed above.

11.3 Any notice so given takes effect, in the case of delivery in person, at the time of delivery, in the case of delivery by first class prepaid post, seven business days after dispatch and, in the case of delivery by facsimile transmission, at the time of confirmation by telephone.

12.0 GENERAL

12.1 This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.

12.2 This Agreement shall be binding on and enure to the benefit of the OFA, and the Board and their respective successors and permitted assigns, except that the Board shall not, without the prior written consent of the OFA assign, pledge or hypothecate any rights or obligations with respect to this Agreement.

12.3 If any of the provisions of this Agreement are held to be invalid, illegal or unenforceable by a court or tribunal of competent jurisdiction, the remaining provisions shall remain in full force and effect.

12.4 A party, by waiving the breach of any provision of this Agreement, does not waive any further breach of the same provision or any breach of any other provision of this Agreement. A waiver is binding on the waiving party only if it is in writing.

12.5 Subject to the provisions herein, this Agreement may not be altered or amended, except by the mutual agreement of the parties evidenced in writing.

12.6 Time shall in all respects be of the essence of this Agreement.

- 12.7 All references to time in this Agreement are references to Toronto time, unless otherwise indicated.
- 12.8 If any date on which an act is required to be taken under this Agreement is not a business day, such act shall be taken on the next following business day.
- 12.9 Each party shall, upon request of the other, acting reasonably, use its best efforts to make, do, execute or cause to be made, done or executed all further and other lawful acts, deeds, things, devices, documents, instruments and assurances whatever for the performance of the terms and conditions of this Agreement.
- 12.10 This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, oral and written, between the parties.
- 12.11 This Agreement may be executed in counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF the parties hereto have executed this Agreement.

ONTARIO FINANCING AUTHORITY

BY: _____
Michael D. Manning
Executive Director
Capital Markets Division

SIMCOE COUNTY DISTRICT SCHOOL
BOARD

BY: _____
Name: Peter Beacock
Title: Chair

BY: _____
Name: Brian Jeffs
Title: Treasurer

SCHEDULE "A"

GOOD PLACES TO LEARN ELIGIBLE PROJECTS DESCRIPTION

STAGE 4 GPL ELIGIBLE PROJECTS

Please provide a list of all the GPL Eligible Projects which were substantially completed by August 31, 2013 (and in respect of which the Eligible Expenditures have not been previously financed on a long-term basis) in respect of which a total of \$ 417,537 will be borrowed hereunder pursuant to the Good Places to Learn Stage 4 Program through allocations under that program or through unspent allocations pursuant to the Good Places to Learn Stage 1 Program, pursuant to the Good Places to Learn Stage 2 Program or pursuant to the Good Places to Learn Stage 3 Program. Please provide the name of the school, the SFIS number, a project description and the amount to be borrowed hereunder.

Please specify the total amount that the Board has previously financed on a long-term basis from the OFA under the Good Places to Learn Stage 4 Program: \$ 6,816,414.

Stage 4

School Name/SFIS	Description of GPL Eligible Project	Amount to be Borrowed Hereunder
Banting Memorial HS/8235	Windows	139,944
Bradford DHS/8238	Mechanical/HVAC	49,680
Eastview SS/8240	Electrical	16,951
Forest Hill PS/8212	Site Services	681
Harriett Todd PS/8140	Building & Site Restoration	10,728
Huron Centennial PS/8146	Mechanical Upgrades	157,455
New Lowell Central PS/8159	Mechanical/HVAC	42,099

SCHEDULE "B"
Consolidated Amortization Schedule

Borrower Type(s): All

Borrower Name(s): Simcoe County District School Board

Program(s): Capital Priorities - Mar 12 2014, GPL Stage 4 - Mar 12 2014, Growth Schools - Mar 12 2014,
 NPP - 25 years - Mar 12 2014, PCS Stage 1 - Mar 12 2014

Loan Settlement Date: All

Principal Amount (\$): 5,476,409.00

Annual Interest Rate (%): 4.003%

includes Annual Admin Fee (%): 0.025%

Payment Date	Total Payment	Principal Amount	Interest Amount	Admin Fee	Principal Balance
15-May-2014	\$38,438.69	\$0.00	\$38,198.63	\$240.06	\$5,476,409.00
17-Nov-2014	\$175,081.09	\$65,470.76	\$108,925.78	\$684.55	\$5,410,938.24
15-May-2015	\$175,081.09	\$66,781.16	\$107,623.56	\$676.37	\$5,344,157.07
16-Nov-2015	\$175,081.09	\$68,117.79	\$106,295.28	\$668.02	\$5,276,039.29
16-May-2016	\$175,081.09	\$69,481.16	\$104,940.42	\$659.50	\$5,206,558.12
15-Nov-2016	\$175,081.09	\$70,871.83	\$103,558.44	\$650.82	\$5,135,686.29
15-May-2017	\$175,081.09	\$72,290.33	\$102,148.80	\$641.96	\$5,063,395.96
15-Nov-2017	\$175,081.09	\$73,737.22	\$100,710.95	\$632.92	\$4,989,658.74
15-May-2018	\$175,081.09	\$75,213.07	\$99,244.31	\$623.71	\$4,914,445.67
15-Nov-2018	\$175,081.09	\$76,718.46	\$97,748.32	\$614.31	\$4,837,727.21
15-May-2019	\$175,081.09	\$78,253.98	\$96,222.39	\$604.72	\$4,759,473.23
15-Nov-2019	\$175,081.09	\$79,820.23	\$94,665.92	\$594.93	\$4,679,653.00
15-May-2020	\$175,081.09	\$81,417.84	\$93,078.30	\$584.96	\$4,598,235.16
16-Nov-2020	\$175,081.09	\$83,047.41	\$91,458.90	\$574.78	\$4,515,187.75
17-May-2021	\$175,081.09	\$84,709.61	\$89,807.08	\$564.40	\$4,430,478.14
15-Nov-2021	\$175,081.09	\$86,405.07	\$88,122.21	\$553.81	\$4,344,073.07
16-May-2022	\$175,081.09	\$88,134.47	\$86,403.61	\$543.01	\$4,255,938.60
15-Nov-2022	\$175,081.09	\$89,898.48	\$84,650.62	\$531.99	\$4,166,040.12
15-May-2023	\$175,081.09	\$91,697.80	\$82,862.54	\$520.76	\$4,074,342.33
15-Nov-2023	\$175,081.09	\$93,533.13	\$81,038.67	\$509.29	\$3,980,809.20
15-May-2024	\$175,081.09	\$95,405.19	\$79,178.29	\$497.60	\$3,885,404.00
15-Nov-2024	\$175,081.09	\$97,314.73	\$77,280.69	\$485.68	\$3,788,089.27
15-May-2025	\$175,081.09	\$99,262.48	\$75,345.10	\$473.51	\$3,688,826.79
17-Nov-2025	\$175,081.09	\$101,249.22	\$73,370.76	\$461.10	\$3,587,577.57
15-May-2026	\$175,081.09	\$103,275.73	\$71,356.92	\$448.45	\$3,484,301.84
16-Nov-2026	\$175,081.09	\$105,342.79	\$69,302.76	\$435.54	\$3,378,959.05
17-May-2027	\$175,081.09	\$107,451.23	\$67,207.50	\$422.37	\$3,271,507.83
15-Nov-2027	\$175,081.09	\$109,601.86	\$65,070.29	\$408.94	\$3,161,905.97
15-May-2028	\$175,081.09	\$111,795.54	\$62,890.31	\$395.24	\$3,050,110.42
15-Nov-2028	\$175,081.09	\$114,033.13	\$60,666.70	\$381.26	\$2,936,077.29
15-May-2029	\$175,081.09	\$116,315.50	\$58,398.58	\$367.01	\$2,819,761.79
15-Nov-2029	\$175,081.09	\$118,643.56	\$56,085.06	\$352.47	\$2,701,118.23
15-May-2030	\$175,081.09	\$121,018.21	\$53,725.24	\$337.64	\$2,580,100.02
15-Nov-2030	\$175,081.09	\$123,440.39	\$51,318.19	\$322.51	\$2,456,659.63
15-May-2031	\$175,081.09	\$125,911.05	\$48,862.96	\$307.08	\$2,330,748.58

Payment Date	Total Payment	Principal Amount	Interest Amount	Admin Fee	Principal Balance
17-Nov-2031	\$175,081.09	\$128,431.16	\$46,358.59	\$291.34	\$2,202,317.43
17-May-2032	\$175,081.09	\$131,001.71	\$43,804.09	\$275.29	\$2,071,315.72
15-Nov-2032	\$175,081.09	\$133,623.71	\$41,198.47	\$258.91	\$1,937,692.01
16-May-2033	\$175,081.09	\$136,298.18	\$38,540.69	\$242.21	\$1,801,393.83
15-Nov-2033	\$175,081.09	\$139,026.19	\$35,829.72	\$225.17	\$1,662,367.63
15-May-2034	\$175,081.09	\$141,808.80	\$33,064.49	\$207.80	\$1,520,558.83
15-Nov-2034	\$175,081.09	\$144,647.11	\$30,243.92	\$190.07	\$1,375,911.73
15-May-2035	\$175,081.09	\$147,542.22	\$27,366.88	\$171.99	\$1,228,369.51
15-Nov-2035	\$175,081.09	\$150,495.27	\$24,432.27	\$153.55	\$1,077,874.24
15-May-2036	\$175,081.09	\$153,507.44	\$21,438.92	\$134.73	\$924,366.80
17-Nov-2036	\$175,081.09	\$156,579.89	\$18,385.66	\$115.55	\$767,786.91
15-May-2037	\$175,081.09	\$159,713.84	\$15,271.28	\$95.97	\$608,073.07
16-Nov-2037	\$175,081.09	\$162,910.51	\$12,094.57	\$76.01	\$445,162.56
17-May-2038	\$175,081.09	\$166,171.16	\$8,854.28	\$55.65	\$278,991.40
15-Nov-2038	\$175,081.09	\$169,497.08	\$5,549.14	\$34.87	\$109,494.33
11-Mar-2039	\$110,887.30	\$109,494.33	\$1,384.27	\$8.70	\$0.00
Total:	\$8,728,299.42	\$5,476,409.00	\$3,231,581.34	\$20,309.08	

SCHEDULE “C”

PAYOR PRE-AUTHORIZED DEBIT AGREEMENT
(this “PAD Agreement”)

TO: Ontario Financing Authority (the “OFA”)

Payor (the “Board”):

<u>Simcoe County District School Board</u> Full Legal Name	<u>Simcoe County District School Board</u> Exact Name in which Account is Held
<u>1170 Highway 26</u> Address	<u>(705)734-6363</u> Telephone Number
<u>Midhurst</u> City	<u>ON</u> <u>L0L 1X0</u> Province Postal Code

Payor’s Financial Institution (the “Bank”):

<u>TD Trust</u> Name of Bank	<u>33 Collier Street</u> Address
<u>Barrie</u> City	<u>ON</u> <u>L4M 1G5</u> Province Postal Code
<u>03060840413</u> Bank Account No.	<u>20722</u> <u>0004</u> Branch No. Institution No.

1. Scope

The Board acknowledges that this PAD Agreement is provided for the benefit of the OFA and the Bank, and is provided in consideration of the Bank agreeing to process pre-authorized debits (each, a “PAD”) against the Board’s account specified above (the “Account”) in accordance with the rules of

the Canadian Payments Association (the “CPA”).

The Board represents that all information provided with respect to the Account is complete and accurate. A specimen cheque if available for the Account has been marked “VOID” and is attached to this PAD Agreement.

The Board undertakes to inform the OFA in writing of any change in the Account information provided in this PAD Agreement at least 5 business days prior to the next following PAD.

2. Valid Authority

The Board warrants and guarantees that all persons whose signatures are required to sign on the Account have signed this PAD Agreement.

3. Purpose of Debits, Amount and Timing

Business PAD

The Board authorizes the OFA to debit or cause to be debited a fixed amount from the Account which amount will be debited with set frequency determined by the Board in its sole discretion. The Board and the OFA agree that the fixed amount of each such debit is for payment due and owing by the Board to the OFA in respect of a loan agreement dated as of March 12, 2014.

4. Cancellation of Agreement

This PAD Agreement may be cancelled at any time upon notice being provided by the Board, in writing at least 5 business days prior to the next following PAD. The Board acknowledges that, in order to revoke this authorization, the Board must provide notice of revocation to the OFA. This PAD Agreement applies only to the method of payment and does not otherwise have any bearing on the payment obligations of the Board to the OFA.

5. Acceptance of Delivery of Authorization

The Board acknowledges that providing and delivering this agreement to the OFA constitutes delivery by the Board to the Bank. Any delivery of this authorization to the OFA constitutes delivery by the Board.

6. Waiver of Pre-Notification

The Board understands that no pre-notification shall be required prior to a PAD being exchanged or cleared provided the authorization occurs in compliance with this PAD Agreement.

The Board authorizes and instructs the OFA to issue, without pre-notification, a new PAD for a dishonoured PAD amount in accordance with this Agreement.

7. Validation by the Bank

The Board acknowledges that the Bank is not required to verify that a PAD has been issued in accordance with the particulars of the PAD Agreement including, but not limited to, the amount.

The Board acknowledges that the Bank is not required to verify that any purpose of payment for which the PAD was issued has been fulfilled by the OFA as a condition to honouring a PAD issued or caused to be issued by the OFA on the Account.

8. Payor's Rights of Dispute

The Board may dispute a pre-authorized debit under the following conditions:

- (i) the debit was not drawn in accordance with this PAD Agreement; or
- (ii) this PAD Agreement was revoked or cancelled.

In order to be reimbursed, the Board must complete a declaration form to the effect that either (i) or (ii) took place at the above indicated branch of the Bank up to and including 10 calendar days, after the date on which the PAD in dispute was posted to the Account.

The Board acknowledges that disputes after the above noted time limitation are matters to be resolved solely between the OFA and the Board.

9. Contact Information

All notices sent by the Board to the OFA under Sections 1., 4. and 8. of this PAD Agreement shall be made in writing by letter and delivered to the OFA by registered mail or fax at the following address:

**Ontario Financing Authority
1 Dundas Street West
Suite 1400
Toronto, Ontario M7A 1Y7
Fax: (416) 204-6659**

Inquiries, concerns or errors regarding PADs may be directed to Mr. Joe Pedota, Coordinator, Settlements, Payments & Fiscal Agency, Finance and Reporting Division at the above address or by telephone at (416) 325-3851.

10. Board Acceptance

The Board acknowledges receipt of a signed copy of this PAD Agreement. The Board acknowledges that it has read, understands, and accepts the terms and conditions of this PAD Agreement.

March 12, 2014

Signature of Treasurer

(Date)

March 12, 2014

Signature of Chair

(Date)

*******For verification, please attach a blank cheque marked "VOID" to the completed Agreement.***** Do not require if banking instructions have not changed.**

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

FROM: Associate Director

SUBJECT: **ACCOMMODATION REVIEW COMMITTEE (ARC) MEMBERSHIP:
ARC 2013:01 – MIDLAND SECONDARY SCHOOL/PENETANGUISHENE
SECONDARY SCHOOL**

1. Background

The Board approved the establishment of an Accommodation Review Committee (ARC) for Midland Secondary School and Penetanguishene Secondary School on January 23, 2013. A letter of request for public school supported community representation was sent to each municipality within the review area on June 28, 2013 accompanied by the Board Policy and Administrative Procedures Memorandum (APM) related to Pupil Accommodation Review.

Requests for parent/guardian and student ARC members were issued through a news release and posted on the board's website on September 6, 2013. Application forms were sent home with all students as set out in APM A5500.

Voting membership consists of:

- (a) two parents/guardians, from the attendance area of each school, appointed by the school council;
- (b) one student appointed by student council (where a secondary school is under review);
- (c) one community representative who is a public school supporter from each municipality within the accommodation review area appointed by the municipal council.

Non-voting membership consists of:

- (a) local trustee(s);
- (b) the principal;
- (c) the superintendent(s) of education K-12;
- (d) the director of education or designate who will chair the ARC

The Board approved ARC membership on October 23, 2013 and November 27, 2013. On January 22, 2014 the Board also approved ARC membership including Bill Rawson, who was appointed by the Township of Tay as a community representative. It has since been determined that Mr. Rawson is not a public school supporter and as such his membership on the committee would contravene Pupil Accommodation Review Policy 2313, deeming him ineligible to be a member of the ARC.

On February 5, 2014 staff received correspondence from the Township of Oro-Medonte stating that Ken St. Amant, a resident of Midland, was appointed by the Council of the Township of Oro-Medonte as the community representative for the Township of Oro-Medonte. Staff were concerned that having a community representative who does not actually reside in the appointing municipality does not meet the intent of Pupil Accommodation Review Policy 2313. A legal opinion was sought which concurred with staff's interpretation.

REPORT NO. D-5-b
FEBRUARY 26, 2014

Updated membership for ARC 2013:01 is attached as APPENDIX A.

RECOMMENDATION

That the Board approve the ARC membership, as set out in APPENDIX A of Report No. D-5-b, Accommodation Review Committee (ARC) Membership: ARC 2013:01 - Midland Secondary School/Penetanguishene Secondary School, dated February 26, 2014.

Respectfully submitted by:

Janis Medysky
Associate Director

Approved for submission by:

Kathryn Wallace
Director of Education

February 26, 2014

REPORT NO. D-5-b
 APPENDIX A
FEBRUARY 26, 2014

School	Principal	Parent/Guardian	Student Rep.
Midland Secondary School	Diane Fletcher	1. Fiona Cascagnette 2. Kyle Naylor	Jarrett Stoll
Penetanguishene Secondary School	Brian MacIsaac	1. Gerard Desrochers 2. Daniel Bouffard	Rob Bennett

Community Representatives

Town of Midland	Mike Ross
Township of Oro-Medonte	Continued Recruitment
Town of Penetanguishene	Brad Saunders
Township of Severn	Bob Marshall
Township of Springwater	Continued Recruitment
Township of Tay	Continued Recruitment
Township of Tiny	Gibb Wishart

SCDSB Trustees

Jodi Lloyd
Michele Locke
Amanda Monague

SCDSB Superintendents

John Dance
Stuart Finlayson

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 NOVEMBER 19, 2013**

A meeting of the Parent Involvement Committee was held on Tuesday, November 19, 2013 at the Education Centre.

PRESENT:

Committee Members: (Voting)
Ken Boyington, Donna DaSilva, Marjorie Dowdell (Chairperson),
Jennifer Johnson (Vice-chairperson), Anita Johnson-Ford,
Julianna Lerch, Gillian Miller, David O'Brien.

Trustee

Representatives: (Non-voting)
Krista Mayne.

Administration & Staff

Representatives: (Non-voting)
Rita England (Recorder), Alison LaMantia, Peter McLean, Jane
Seymour, Paul Sloan.

REGRETS: Christine Bowman, Michelle Hunter, Sarah Huter, Jackie Kavanagh,
Michele Locke, Tanya Nabuurs.

GUEST(S): Anne Arksey, Darlene French.

1. **Welcome**

Chairperson Marjorie Dowdell called the meeting to order at 6:10 p.m. and thanked committee members who participated in the Communication Department's Audit Focus group.

Chair Dowdell expressed regrets on behalf of committee members unable to attend the meeting and welcomed Paul Sloan, Superintendent of Education – Area 2, who represented Superintendent Kavanagh in her absence.

Chair Dowdell also welcomed Anne Arksey, Education Chairperson, International Plowing Match and Darlene French, Alliston Union Public School.

2. Approval of Agenda

Chairperson Dowdell asked the committee for approval of the agenda.

Moved by Julianna Lerch
Seconded by Anita Johnson-Ford

That the agenda be accepted as printed.

CARRIED

Committee member David O'Brien requested an additional item be discussed regarding School Council Funds.

3. Approval of October 15, 2013 Minutes

Chair Dowdell asked for approval of the minutes.

Moved by David O'Brien
Seconded by Anita Johnson-Ford

That the minutes of the October 15, 2013 meeting be accepted with revisions.

CARRIED

4. International Plowing Match – September 16 – 20, 2014.

Chair Dowdell welcomed, Anne Arksey, retired Simcoe County District School Board (SCDSB) principal and Education Chairperson for the International Plowing Match who spoke to the committee about the 2014 International Plowing Match and Rural Expo which will be held in Simcoe County, near the settlement of Ivy, from September 16 to 20, 2014.

All Simcoe County students and their families are welcome to attend this function highlighting Simcoe County's rural history, present, day and future. There will be many interactive activities tied to the Ontario Curriculum and French opportunities will also be available.

Anne Arksey provided the committee with a pamphlet and handout entitled: *International Plowing Match and Rural Expo*. Additional information may be found on www.plowingmatch.org

Superintendent Sloan commented that this information would be presented to SCDSB principals at the next Regional Principal's meeting.

5. **Communication – Twitter 101 and Ministry of Education “Great to Excellent”
Survey Results**

Communication Manager Alison LaMantia provided the committee with a handout entitled: *Twitter 101 Quick tips for parents* and spoke to the committee about the importance of using new technology as it comes out and remaining current. The committee discussed a variety of communication tools presently available i.e. Snap chat and Instagram.

Manager LaMantia presented the summary of responses from the SCDSB consultations with stakeholder groups for the Ministry of Education’s “Great to Excellent” – Consultation on the Next Phases of Ontario’s Education Strategy.

What are the skills, knowledge and characteristics students need to succeed after they have completed school, and how do we better support all learners in their development?

Core, fundamental skills such as literacy and numeracy remain important. We also need to build students’ emotional intelligence and resilience, create a culture of learning that encourages creativity and innovation, and build students’ understanding and appreciation of equity. Essential skills for today’s students include:

- problem solving and critical thinking
- communication
- strong work ethic
 - initiative
 - self-discipline
 - organization/time management skills
- flexibility/adaptability
- collaborative work/team player/conflict resolution
- how to access and use information
- empathy, global awareness and citizenship
- knowledge and appreciation of diversity
- digital citizenship
- well-rounded with a focus on character
- financial literacy

How we better support all learners in their development:

- support all pathways
- focus on teaching skills and knowledge to develop high achievement in all areas
- develop all areas for students – not just literacy and numeracy, but the arts, technology, technological education, etc.
provide authentic learning experiences that engage students’ interests and piques curiosity—
hands on, experiential
- engage students in the thinking process
- match learners with appropriate resources
- advocate and model life-long learning
- model skills needed to succeed after school
- emphasis on learning skills and explicit instruction/intentional assessment of learning skills in elementary and secondary

What does student well-being mean to you, and what is the role of the school in supporting it?

Supporting well-being means that we value and support the whole child. We understand that all experiences and realities have an impact on children and their ability to learn. This includes whether they feel safe and included at school, whether their basic needs are being met and whether their mental health needs are supported. We understand that we can be a source of hope for children and families.

Schools are a logical location for support to be provided to address social issues, mental health concerns and other needs, but schools and school boards must have the resources to address these needs effectively. This can be achieved through partnerships, or through funding to school boards from the Ministry of Education or other Ministries for staff resources, training, etc.

Needs:

- food programs
- additional support for mental health, including training and more specialized staff available to schools
- more in-school guidance support: increased emphasis/availability of guidance and student success support, and a focus on providing support early – in elementary school
- funding for community agencies to provide programming in schools
- valuing of the various ways individuals are smart
- additional support for equity
- continue work with FNMI – learn from Seven Grandfather Teachings
- leadership development opportunities
- continued emphasis on supporting LGBTQ community

From your perspective, what further opportunities exist to close gaps and increase equity to support all students in reaching their full potential?

A key theme identified by the various groups that were part of our local consultation is to continue to increase the focus on individual student needs—both learning needs and social/emotional needs. There's also the recognition that what is essential support for some students can be good for all.

Ideas:

- increase after-school/summer school/ camp opportunities
- more community involvement in schools – partnerships
- extend online math help to other grades/subjects
- early intervention programs (pre-school/kindergarten/primary)
- increase ESL support
- expand alternative programs into elementary
- increase hands-on/experiential learning opportunities
- provide support/awareness sessions in small groups, rather than school-wide assemblies – classroom/group settings are 'safe spaces' where students feel more comfortable participating

Staff and school needs/supports:

- changes needed in hiring practices—ability to hire the best person for the role
- more floating central support staff for key areas – FNMI, Equity, ESL
- more PD in differentiated instruction, planning and assessment
- more in-school support – SERTs, EAs
- more PD for all teachers to identify and adjust to student need
- PD for all staff on equity and creating welcoming schools
- learning styles awareness and strategies
- teach resilience, willingness to deal with adversity
- focus on growth mindset
- inequity in school-generated funds between schools leads to differences in opportunities
- identify and use tools to improve communication, create online tools that allow sharing between professionals, students, parents and community

Family, student and community needs/supports:

- support families living in poverty (cycle needs to be broken)
- affordability of post-secondary an issue
- community-based mentorship program
- parents need to be aware of pathway options, especially skilled trades
- students need to know what the “need” areas of the future will be
- mental health needs are becoming more prevalent and having greater impact at school and in the classroom, need more community-based social services
- fieldtrips can be expensive and inequitable for some students

How does the education system need to evolve as a result of changes to child care and the implementation of full-day kindergarten?

Community:

- more partnerships with community agencies
- engage the parents as partners
- develop greater understanding of roles in the community
- more integration of services within the community

Training/support:

- teacher training for FDK and early years
- more resources/support to deal with increasing issues that were traditionally home and community based
- more support for additional special needs coming at a younger age (Junior Kindergarten)
- teacher training for FDK and early years
- Provide more early year services (speech, social, behavioural)

Program:

- provide a continuum for education from pre-school to high school and beyond
- upgrade benchmarks
- need more flexible school hours
- continue programs such as Welcome to Kindergarten prior to entry to build skills
- Ministry-level programming needed in collaboration with social services
- transition strategies needed from pre-school to FDK and FDK to grade 1
- higher expectation for students, change in curriculum in Grade 1
- rest time needed, helps to refocus for the afternoon

Facilities:

- accessible building that provide for all ages
- spaces that are flexible, welcoming and community-based
- cap FDK at 20 students
- learning beyond the classroom, outdoor classrooms
- more facilities and space, before and after care limits teacher access to teaching space
- need to align support that exist with daycare facilities

What more can we all do to keep students engaged, foster their curiosity and creativity, and help them develop a love of life-long learning?

In our local consultations, there were a number of consistent themes that emerged in response to this question, including: the power of the teacher and the need for students to have ownership over their learning and choice.

Creativity and flexibility:

- extend alternative programming to the elementary level
- break the traditional school model – create new kinds of school like an outdoor school
- increase focus on hands-on, relevant content
- value all pathways/subject areas, nurture creativity and entrepreneurial characteristics – focus on strengths – remove hierarchy of subjects
- student-directed learning opportunities/value the student voice/interests
- project-based learning and choice for students
- increase physical activity throughout the day – SPARK initiative
- increase use of technology
- embrace the arts and cross-curricular activities that blend academics and the arts
- co-curricular activities keep students wanting to come to school

Staff:

- ability to match the staff to the school/student population
- revise collective agreements so school administrators and school boards have the ability to move/replace as needed in order to meet the needs of students
- revise teacher performance appraisal practice to reflect the importance of the teacher on student engagement, creativity and life-long learning
- students need to feel that all staff members in the building truly care about them – we
- need to love our students
- model '21st century skills' by demonstrating collaboration and innovation within the system – between staff and community members

How can we use technology more effectively in teaching and learning?

Participants in our local consultations expressed a desire for technology to become the norm or the way things are done –not an add-on. There was significant acknowledgement of the need for teacher training. Equity of access was raised frequently.

Key points:

- appropriate infrastructure needs to be in place and there should be significant collaboration between program and IT staff
- equitable access to technology – there should be a baseline equitable expectation for what is available in schools provincially
- for Blended Learning to be most effective, all students should have their own device, but requiring students to have a device for school conflicts with the Guideline for Fees for Learning Materials and Activities, which means schools also cannot fundraise to provide loaner devices. Schools have to find a way to make the use of a personal device an 'enhancement' to the regular program, or school boards need to be able to budget to provide devices for all students for use at school and home.
- faculties of education need to be part of the conversation and provide training to teacher candidates
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- Increase training for staff, technology lead/resource teacher in every school
- Revise curriculum to incorporate technology-related expectations—make it "normal" and expected rather than something new or additional
- Tools to connect students beyond school walls – make this a normal activity, not a special event

In summary, what are the various opportunities for partnership that can enhance the student experience, and how can they benefit parents, educators and our partners too?

There is significant opportunity for partnerships that can enhance the student experience and benefit the school community. There is opportunity for industry to partner with the education sector to ensure schools can provide opportunities and have the resources to inspire students and prepare them for all pathways. There's also opportunity for facility partnerships and other relationships with community agencies that will make it possible for students and families to access multiple services within a school.

Ideas:

- Provincial conversation about the role/responsibility of the private sector in public education
 - Benefit/support for businesses providing cooperative education positions
 - Rapid technological changes require expensive upgrades, resources
 - Preparing students for future economy – private sector has an interest in the preparation of the youth
- Encourage facility partnerships to create community hubs, maximize the use of space and help families become familiar and comfortable in schools. This needs to be supported by all Ministries.
- More cross-panel work between elementary and secondary schools – deepens relationships, builds understanding.
- Community agencies funded to provide after-school programs in schools— especially in areas where few community programs/after-school activities exist.
- Build understanding among levels of government, public organizations of the role and responsibilities of each level/organization – encourage supportive/collaborative relationships

A copy of the survey was sent to the committee members.

6. Conference: Summit of Children and Youth Mental Health – April 3 – 4, 2014

At the October meeting a motion was passed that Chair Dowdell and one other committee member would represent the PIC committee at the Summit of Children and Youth Mental Health conference. Donna DaSilva volunteered to attend the conference with Chair Dowdell.

MOTION

Moved by Julianna Lerch
Seconded by Gillian Miller

That the Parent Involvement Committee (PIC) recommend that the PIC committee send Chair Marjorie Dowdell and Donna DaSilva to the Summit of Children and Youth Health Conference, April 3 – 4, 2014 and to cover all costs associated with attending this conference.

CARRIED

Further Details regarding the conference may be found on the conference website:

http://www.opsba.org/index.php?q=what_we_do/annual_events/summit_on_children_youth_mental_health

7. System School Council Chair Meeting – Evaluation Report

Chair Dowdell spoke to the committee on a report compiled by committee member Christine Bowman highlighting the comments from the evaluation sheets that were handed in from the System School Council Members meeting (October 21, 2013). Comments were positive and encouraging.

Committee members discussed the following: meeting in June to prepare for the System School Council meeting in the fall, choosing a later date for the first September meeting, meetings in families of schools and considering a compulsory meeting for chair and co-chairs in November.

The committee decided to move the first System School Council meeting to November 4, 2014 or November 11, 2014, depending on availability of space.

Communications Manager LaMantia offered to join the sub-committee to assist in planning the System School Council meetings.

8. System School Council Meeting – January 27, 2014 Planning

Chair Dowdell opened discussion regarding the format for the January 27, 2014 System School Council meeting and possible topics of interest to the community. Committee members were encouraged to submit their ideas to Chair Dowdell by the end of the week.

The committee decided on a Family of School format and to choose 3 or 4 schools to host the meetings.

The sub-committee and Jackie Kavanagh will decide on the school locations.

9. Concussion Protocol – APM and Pocket Concussion Recognition Tool

Superintendent Sloan spoke on the Administrative Procedure Memorandum (APM) Student Concussion Protocol developed by Superintendent Kavanagh and her committee. This document will be made public in the next few weeks and sent to schools and posted on the board's website.

Pocket Concussion Recognition Tool was provided to committee members. PIC members were supportive of the new Administrative Procedures Manual.

10. School Council Chair Email Usage

Superintendent Sloan reported that a request had been placed with IT regarding the usage of school council chair emails. Staff from IT reported that it was difficult to determine with certainty which mailboxes have been last logged on to by the council chairs. Based on the information IT has available, only one-third of the email accounts have been activated.

Superintendent Sloan explained the extensive process used by board staff to contact SCDSB principals and provide them with the school council chair email addresses and advise that it be forwarded on to their school council chairs.

Committee members questioned why the School Council Chairs could not be given the email address directly. Superintendent Sloan commented that the principal of each school owns the email address; therefore the chair of a school council cannot go through IT directly but must go through the principal or office staff to enter a help desk ticket.

Discussion arose regarding the lack of response on behalf of school council chairs, and possibly PIC's mandate to communicate with parents was not being fulfilled.

Superintendent Sloan responded to concerns from a PIC member stating that PIC's mandate is to unblock the channel of communication between school council, parents and PIC and suggested ways of doing so including providing a reminder to principals at the next Regional meeting to remind their School Council Chairs to use the email addresses provided.

A committee member questioned the timing of posting minutes and other information on the board's website. Chair Dowdell explained that protocol dictates the minutes be approved by the PIC committee first, then taken to board as part of the board package. Therefore there is a delay at times of 2 months over the June PIC minutes.

Committee members discussed the need for PIC email addresses. Communications Manager LaMantia will approach IT with this request and report back to the next meeting.

11. PIC 2013 – 2014 Budget - Status of Unspent PRO Grants

Superintendent Kavanagh provided the committee with budget information at the October PIC meeting.

At the October meeting the committee requested the status of the unspent Parents Reaching Out (PRO) grants; would the funds be rolled over to the 2013-2014 school year.

Chair Dowdell informed the committee that board personnel has been in contact with the Ministry; however no response has come from the Ministry at this time. Business Services will inform the committee when a response has been received. Deferred to January 2014 meeting.

12. Circle of Learning Sub-committee Update

Chair Dowdell and the sub-committee reported on the work to date for the April 5, 2014 Circle of Learning. A "Save the Date" flyer will be sent to schools when a Key Note speaker has been determined. Committee members were encouraged to send any suggestions to a member of the sub-committee.

Committee member Donna DaSilva offered to contact Barbara Coloroso as the keynote speaker for the Circle of Learning.

MOTION

Moved by Gillian Miller
Seconded by Julianna Lerch

That the Parent Involvement Committee recommend that PIC authorize the sub-committee of the Circle of Learning Conference Planning team, in consultation with Superintendent Kavanagh, to book Barbara Coloroso as the keynote speaker for the Circle of Learning Conference. This expense is not to exceed \$7,500, including speaking fees, accommodation and travel.

CARRIED

Superintendent Sloan encourage the sub-committee to work through Superintendent Kavanagh when contacting a speaker.

Chair Dowdell spoke to the committee about additional PIC identifying T-shirts in various sizes.

MOTION

Moved by Donna DaSilva
Seconded by Anita Johnson-Ford

That the Parent Involvement Committee recommend that funding in the amount of \$203.25 be spent to purchase additional PIC identifying T-shirts.

CARRIED

13. PIC Policy Revised – Develop Terms of Reference (sub-committee)

Deferred to January 2014 meeting.

14. Additional Items

- a) Christmas Social Meeting – will be held on Tuesday, December 3, 2013, from 5:30 p.m. to 7:30 p.m., drop in format, Director of Education, Superintendents of Education and Trustees to be invited.
- b) Tracking Fundraising – David O'Brien questioned if schools are informing parents of what their fund raising efforts monies are going toward. Committee members and Principal Peter McLean explained that at their schools a monthly report is provided to school council as to what fundraising monies are spent on. A financial year end report is compiled by school councils and provided to all parents, information is also added to newsletters to parents.

15. Adjournment

Moved by Julianna Lerch
Seconded by Donna DaSilva

That the meeting be adjourned at 8:45 p.m.

The next regular meeting will be held on Tuesday, January 21, 2014, 6:00 p.m., Georgian Room at the Education Centre.

16. Report Status

This report is provided for information.

Respectfully submitted by:

Jackie Kavanagh
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

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

FROM: Accessibility Advisory Committee

SUBJECT: **REPORT OF THE ACCESSIBILITY ADVISORY COMMITTEE**
MEETING HELD NOVEMBER 25, 2013

A meeting of the Accessibility Advisory Committee was held on Monday, November 25, 2013 at the Education Centre.

PRESENT:

Committee Members

Doug Mein, Sarah Mueller (Chairperson), Albert Stein (Vice-chairperson, Allison Bobbette.

Staff:

Abby DesForges, Kevin LePage, Sean Levasseur,
Janis Medysky, Steve Parker, Patty Shaw.

Regrets:

AAC Members

Krista Mayne (Trustee), Margaretta Papp-Belayneh,
Marla Tomlinson.

ABSENT:

AAC Members

Jennifer Griffin.

ABSENT:

Staff Members

Sally Potts.

Recording Secretary

Jennifer Henry.

Chairperson Sarah Mueller called the meeting to order at 10:40 a.m.

1. Welcome and Opening Remarks

Sarah welcomed guests Danielle Mink, Delmar MacLean, and Heidi Cameron-Armstrong.

2. Review of Draft Minutes of September 30, 2013

The draft minutes of the September 30, 2013 meeting were reviewed.

Doug Mein referenced the word "combined" on page three and requested that it be removed.

Moved by: Doug Mein

Seconded by: Steve Parker

That the September 30, 2013 minutes are accepted as amended.

CARRIED

3. Mental Health and Addictions Strategy and Goals

Danielle Mink, Mental Health Leader, Simcoe County District School Board (SCDSB) provided a PowerPoint presentation on the SCDSB Mental Health and Addictions Strategy. The presentation included information on: Mental Health in Ontario; Mental Health in our Schools: What we Know; A Vision for Student Mental Health and Well-Being in Ontario Schools; School Mental Health ASSIST; and Organizational Conditions; Capacity Building and Implementation of Evidence Based Mental Health Promotion and Prevention. Danielle provided information on the work being conducted by the mental health and addictions steering committee and working groups which includes the completion of a vision statement; implementation of a comprehensive mental health and addictions strategy; policy development and standardized practices. Danielle spoke to new methods to message mental health and addictions strategies across the board and to engage people in the discussion of mental health and wellness. She spoke to Mental Health Awareness week which takes place in May and work that will be conducted both at the Board and School level to promote awareness. Danielle also noted the importance of collaboration with community partners as a method for capacity building and making connections.

Danielle addressed committee members' comments and questions pertaining to layout and design of rooms/buildings in terms of addressing mental health and addictions needs, as well as the operational vision and resources available for administrators, teachers and parents. Danielle spoke to the roll out of *Supporting Minds & Leading Mentally Healthy Schools*, a Ministry issued guide for educators. Danielle also spoke further to the Mental Health and Addictions Multi-Year Plan and the creation of mental health and addictions annual work plans within each area that is consistent with Board and vision strategy. She noted the importance of creating capacity from top down with mental health teams, and spoke to the connection between mental health and academics and how they are a shared responsibility.

Chair Sarah Mueller referenced *Thirteen Reasons Why*, a novel by Jay Asher which she feels would be a great resource for schools to have.

Doug Mein thanked Danielle for the informative presentation and expressed how he feels the board is showing leadership in this area. He spoke to the link between how the province defines disability and the link to mental health and addictions. Doug proposed that in moving forward, the Accessibility Advisory Committee incorporate mental health as part of the Multi-Year Accessibility Plan.

4. Barrier Free Signage Standard

Steve Parker – Manager, Design & Construction Services provided committee members with a draft copy of the SCDSB Accessibility-Braille Signage Standards as well as some sample signage for their review and feedback. He reported that the signage standards have been developed as per the Accessibility for Ontarians with Disabilities Act (AODA) and Ontario Building Code (OBC) stipulated guidelines, and that staff will be working with a sign company to develop standard signage for all future buildings. A Request for Proposal (RFP) will be issued in order to obtain a signage provider for future purchases and installs of the new signage standard. Steve noted that committee members attending the school accessibility audit at Hyde Park P.S. on November 29th will have an opportunity to see some of the signage in place.

Heidi Cameron Armstrong, Vision Resource Teacher with the Simcoe County District School Board presented a brief PowerPoint presentation on Braille Signage – Highlights from our Schools. The presentation included information on how braille signage provides students the same access to information as their sighted peers as well as educational opportunity and independence for the next more complicated environment that they may be entering.

5. Accessibility Audits 2013-2014

Chair Sarah Mueller reported that the location for the November 29th school accessibility audits has changed. The audits will take place at Bear Creek Secondary School in the morning and Hyde Park Public School in the afternoon. It was confirmed that Sarah Mueller, Vice-chair Albert Stein, Sean Levasseur, Janis Medysky, Doug Mein and Steve Parker will be participating in the November 29th audits.

The second set of accessibility audits has been scheduled for Thursday April 17, 2014. Barrie North Collegiate Institute will be visited in the morning and Hillcrest Public School in the afternoon.

6. Multi-Year Accessibility Plan

Janis Medysky spoke briefly to the status of the Multi-Year Plan. It was noted that the section pertaining to members of the accessibility advisory committee will be amended to include updated member information. The plan will then be posted to the Board's public website. There was also discussion in regards to working with Danielle Mink, Mental Health Leader to incorporate mental health and addictions into the Multi-Year Accessibility Plan. Janis suggested incorporating information under barrier identification, and indicated that she would work with Danielle and bring back further information to the next meeting.

Moved by Doug Mein

Seconded by Vice-chair Albert Stein

That the Accessibility Advisory Committee incorporate mental health and addictions as part of the Multi-Year Accessibility Plan.

CARRIED

7. Recruiting New Members for the Committee

Chair Sarah Mueller noted Delmar MacLean's attendance at the meeting. Sarah reported that Delmar has submitted his expression of interest for joining the committee. Sarah also reported that Sari Russell who attended the September 30th meeting is expected to submit her expression of interest in the near future. Sarah reported that the committee welcomes both Delmar and Sari as members and feels that they will both bring different life experiences to the committee. Sarah also reported that with Delmar and Sari joining the committee this will fill the two remaining community representative positions that were currently unfilled.

An updated membership list will be provided to committee members at the next meeting.

Sarah reported on the feedback received from committee members regarding the meeting dates and times. The consensus among members was that the meeting dates and times remain status quo. Meeting on the fourth Monday every other month from 10:30-12:00 p.m. works for the majority. Sarah recognized that there will be times when committee members are unable to attend meetings and spoke to the Terms of Reference which provides direction regarding committee member absences.

8. Integrated Accessibility Standard – Accessibility Standard and Human Rights Code Training

Abby DesForges reported that the Board will be rolling out more training pertaining to Ontario's Integrated Accessibility Standards regulation. A training video has been created by The Ontario Human Rights Commission entitled, Working Together: The Ontario Human Rights Code and the AODA which achieves the training requirements for section 7 of the AODA. Commencing in January all employees, volunteers and third parties providing services on behalf of the board will be provided a link for the training. Committee members were provided the option of being emailed the training link or addressing the training at the next meeting. The consensus was to address the training at the January 20th meeting.

9. Other Business

(a) **Simcoe County Accessibility Network (SCAN)**

Chair Sarah Mueller reported that the Simcoe County Accessibility Network (SCAN) is now known as Simcoe Muskoka Accessibility Round Table (SMART) and spoke to the rationale for the name change.

(b) **Universal Design Symposium**

Sarah provided an update on the Universal Design Symposium that SMART and Georgian College are partnering to host on May 20, 2014, and noted that additional information will be forthcoming. Doug Mein indicated that it would be good to have someone from the board attend the event.

(c) **Vancouver Banning Door Knobs**

Sarah reported that Vancouver is banning door knobs and will be using lever handles for anything built after March 2014. Steve Parker spoke to the Ontario Building Code, and addressed Vice-Chair Albert Steins question as to whether he has heard anything more about new building codes. Steve indicated that he expects to hear more in January.

(d) **Dr. Frederick Banting Centre for Diabetes**

Doug Mein reported on the grand opening of the Dr. Frederick Banting Centre for Diabetes located just north of Alliston.

10. Adjournment

There being no further business, the meeting was adjourned at 12:10 p.m.

Moved by: Vice-chair Albert Stein

Seconded by: Doug Mein

11. Next Meeting

The next meeting will be held at the Simcoe County District School Board in Midhurst, on **January 20, 2014** in the Georgian Room at 10:30 a.m.

Future meeting dates are:

March 31, 2014

April 17, 2014 – School Audits (Barrie North C.I. & Hillcrest P.S.)

May 26, 2014 – working lunch

Report Status

This report is provided for information.

Respectfully submitted by:

Janis Medysky
Associate Director

Approved for submission by:

Kathryn Wallace
Director of Education

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

FROM: Chairperson of SEAC
Superintendent of Education

SUBJECT: **MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE
MEETING HELD DECEMBER 16, 2013**

The regular meeting of the Special Education Advisory Committee was held on Monday, December 16, 2013 at the Education Centre.

A. Roll Call

PRESENT:

SEAC Members

Angie Bridekirk (Chairperson), Susan Clough, Sue Downing, James Hall (Vice-Chairperson), Kim Latour, Jodi Lloyd (Trustee), Sari Russell, Caroline Smith (Trustee).

SEAC Alternates

Kevin Berry, Rose-Ann Marchitto.

Staff

Mike Giffen, Janis Medysky, Chris Samis, Brodie Wilson.

REGRETS:

SEAC Members

Laura LaChance, Suzanne Ley (Trustee), Joanne McCafferty.

Recording Secretary

Tina Bazuk.

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

(1) Welcome

(a) Introductions

Chairperson Bridekirk welcomed committee members, staff members and guests and shared regrets for the evening.

Chairperson Bridekirk reminded SEAC members that January marks the beginning of a new term so to please consider the roles of Chairperson and Vice-Chairperson as they are very rewarding positions.

(b) SCDSB Special Education Statement of Beliefs

Sari Russell, Deaf Access Simcoe, read the statements of beliefs.

(2) Approval of Agenda

Moved by Kim Latour

Seconded by Sue Downing

That the agenda be approved as written.

CARRIED

(3) Approval of Minutes

(a) Minutes of the Regular SEAC Meeting held November 18, 2013

Moved by Sari Russell
Seconded by Sue Downing

That the minutes be approved as written.

CARRIED

B. Presentations

(1) SEAC - Nil

(2) Staff

(a) Co-operative Education & Work Experience – Support for Exceptional Students

Chairperson Bridekirk introduced Justin van Diepen, Itinerant Resource Teacher, Co-op and Specialist High Skills Major and Tracy McPhail, Principal of Student Success, who presented on co-operative education and work experience in SCDSB and the supports for students with special education needs.

SEAC members were given the opportunity to provide input as to what schools should be considering when planning for the placement of students with special education needs.

Itinerant Resource Teacher van Diepen and Principal McPhail responded to questions from SEAC at this time.

(b) Gifted Screening

Brodie Wilson, Central Consultant provided a brief overview of the Gifted Screening process and shared results for the 2012-2013 and 2013-2014 school years. Current data will be presented at the February SEAC meeting.

Central Consultant Wilson and Chris Samis, Superintendent of Education, responded to questions from SEAC at this time.

(c) Personal Protective Equipment

Superintendent Samis provided an update on the use of Personal Protective Equipment along with a list of equipment used within the SCDSB.

Superintendent Samis responded to questions from SEAC at this time.

(d) Recognition

Superintendent Samis recognized Angie Bridekirk for her many years of service and her leadership on SEAC for SCDSB representing Integration Action for Inclusion Simcoe County Chapter.

Chairperson Bridekirk called for a recess at this time.

Kim Latour left the meeting at this time.

The meeting reconvened at 9:05 p.m.

Susan Clough, Autism Ontario, provided a copy of Autism Ontario's response to From Great to Excellent: Building the Next Phase in Ontario's Education Strategy in the Circulation folder.

MOTION

Moved by James Hall
Seconded by Kevin Berry

That the meeting continues past 9:00 p.m.

CARRIED

Susan Clough left the meeting at this time.

C. Items for Decision - Nil

D. Items for Information

(1) SEAC Member Reports

(a) IEP and Special Education at the Secondary Panel

Trustee Lloyd brought forward concerns with regards to the need for the IEP process in the secondary panel to be reviewed to ensure that parents are involved and that the student's needs are being met.

Janis Medysky, Associate Director, advised that the development of the Parent Portal should alleviate some of the communication concerns as a list of teachers and their contact information will be posted. The Parent Portal should be live in the New Year.

Superintendent Samis, Associate Director Medysky and Central Consultant Wilson responded to questions from SEAC at this time.

(b) Personal Protective Equipment - Role of Community Agencies in Transition Process

Sue Downing, Simcoe Community Service, took the opportunity to recognize the work that has taken place with Personal Protective Equipment as the board moves in a positive direction.

Ms. Downing requested that community agencies be involved in the transition process to allow for smooth transitions into the community.

Superintendent Samis responded to questions from SEAC at this time.

(c) Ministry Special Education Consultation Update

Ms. Downing provided an overview of the Consultation Session for the Development of a Provincial Framework to Support Programs that are not based on the Provincial Curriculum.

The focus of the consultation was to identify elements of resources used by boards and related recommendations that will inform the development of a provincial framework for programs in alternative areas.

(2) Staff Reports

(a) Terms of Reference

Associate Director Medysky advised SEAC that the Terms of Reference was approved by the Board on November 27, 2013 and has been posted on the SCDSB public website.

(b) Multi-Year Accessibility Plan

Associate Director Medysky provided SEAC with a copy of the Multi-Year Accessibility Plan for the period December 2012 to December 2017 approved at Board on November 27, 2013. This year's plan continues to address the physical barriers in SCDSB schools.

The Accessibility Committee minutes will be going forward to Board for approval and will be available to view through the SCDSB public website.

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

(c) IEP Audits (Provincial/Local)

Superintendent Samis provided an overview of the Individual Education Plans (IEP) Audit (Provincial/SCDSB Trends) report. In the spring of 2012, special education staff reviewed 10 IEPs (5 elementary and 5 secondary), including sample IEPs from students in regular as well as county class placements.

Consistent with the Province, IEPs in the SCDSB have shown considerable growth during the past 6 years. That said, SCDSB continues to focus on improving 4 key areas in order to support students with IEPs system-wide, including: Current Level of Achievement, Annual Program Goals, Transition Plans and Parent Consultation.

Superintendent Samis responded to question from SEAC at this time.

(3) Committee Reports

(a) Working Group – APM A1435

Superintendent Samis provided a brief update on the status of APM A1435, Management Process for Student Behaviours Causing a Risk-of-Injury. The APM has been reviewed by legal counsel, Administrative Council and the Joint Health and Safety Committee. The final draft will be coming forward to the January 2014 SEAC meeting.

(4) Links to Board Reports

(a) [November 13, 2013 – Board Meeting](#)

(b) [November 27, 2013 – Board Meeting](#)

(c) [December 2, 2013 – Special Organizational Board Meeting](#)

E. Correspondence

1. A letter was received from the Near North District School Board SEAC to the Minister of Education, requesting that the funding model for Special Education be revised to provide a more reasonable allocation for the special education students within their board.

F. Other Matters

1. Trustee Smith advised SEAC that email alerts can be received for board updates by logging into the board website and requesting the alert.
2. Central Consultant Wilson provided SEAC with information for the CTN Parent Information Fair being held on February 25, 2014 at the Highwayman Inn Conference Centre in Orillia from 1:00 – 6:00 p.m. Brochures will be included in the January 2014 SEAC packages.
3. Superintendent Samis informed SEAC that the current list of Professional Development sessions has been included in the SEAC folders and will continue to be included on a monthly basis.
4. Superintendent Samis advised that with the new term beginning in January, different trustees may be chosen to represent SEAC, therefore took the opportunity to thank current trustees for their support on SEAC throughout the year.

G. Notices of Motion for Next Meeting - NIL

H. Adjournment

Moved by Sue Downing
Seconded by Caroline Smith

That the meeting be adjourned at 9:55 p.m.

CARRIED

REPORT NO. D-6-c
FEBRUARY 26, 2014 - 6

The next meeting is scheduled for Monday, January 20, 2014.

Report Status

This report is provided for information.

Respectfully submitted by:

Chris Samis
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

February 26, 2014

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

FROM: Audit Committee

**SUBJECT: REPORT OF THE PUBLIC SESSION OF THE AUDIT COMMITTEE
MEETING HELD MONDAY, FEBRUARY 3, 2014**

The Audit Committee met in Public Session on Monday, February 3, 2014, at the Education Centre.

PRESENT:

Committee Members Jay Anstey (Vice-Chairperson), Suzanne Ley (Chairperson), Robert North, Christine Williams.

Electronic Participation Chris Edwards.

Administration Kathryn Wallace.

Staff Mark Connors, Corry Van Nispen.

REGRETS:
Administration Brian Jeffs.

Recording Secretary Lorraine Ryder.

Kathryn Wallace, Director of Education, called the meeting to order at 6:00 p.m.

Approval of the Agenda

MOTION

Moved by Jay Anstey
Seconded by Suzanne Ley

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

Election of Chairperson

Director Wallace appointed Corry Van Nispen, Controller and Mark Connors, Regional Internal Audit Manager, to act as tellers in the event that a vote is required.

Director Wallace called for nominations for the position of Chairperson of the Audit Committee.

Moved by Christine Williams
Seconded by Robert North

That Trustee Suzanne Ley be nominated for election as Chairperson of the Audit Committee. Trustee Ley indicated that she would stand.

Director Wallace called for further nominations for the position of Chairperson of the Audit Committee.

There being no further nominations, Trustee Ley was acclaimed as Chairperson of the Audit Committee.

CARRIED

Trustee Ley assumed the Chair at this time.

Election of Vice-Chairperson

Chairperson Ley called for nominations for the position of Vice-Chairperson of the Audit Committee.

Moved by Chris Edwards
Seconded by Christine Williams

That External Member Jay Anstey be nominated for election as Vice-Chairperson of the Audit Committee.

External Member Anstey indicated that he would stand.

Chairperson Ley called for further nominations for the position of Vice-Chairperson of the Audit Committee.

There being no further nominations, External Member Anstey was acclaimed as Vice-Chairperson of the Audit Committee.

CARRIED

External Member Anstey assumed the Vice-Chair at this time.

Closed Session - Nil

Presentation/Delegations - Nil

Items for Decision - Nil

Items for Information

1. 2012-2013 Management Letter re: Audit Findings (AUD-I-1)

Controller Van Nispen provided an overview of the report. As a regular function of the annual external audit of the Board's financial statements, the Board's auditors conduct a review of select systems of internal controls. Each year, subsequent to the audit, a report is issued which details the auditor's observations and recommendations for consideration in areas in which they identify there may be an opportunity for improvement.

Controller Van Nispen provided an explanation on the matter of payroll and manual time sheets identified in the external audit.

Controller Van Nispen responded to questions from committee members at this time.

This report was provided for information.

2. Internal Audit Update (AUD-I-2)

Manager Connors provided an overview of the report which presented information on the work undertaken by the Regional Internal Audit Team (RIAT) since November 2013. This work includes: RIAT's region-wide progress and the Simcoe County District School Board's current Internal Audit Plan to date.

Controller Van Nispen provided an explanation on the monthly limit and merchant category codes in reference to the concern with the purchasing card system identified by the internal audit team.

Manager Connors will provide further feedback regarding the residual risk assessment chart including the areas of special education and termination/retirement at the next audit committee meeting.

Manager Connors and Controller Van Nispen responded to questions from committee members at this time.

Trustee Williams left the meeting at this time.

This report was provided for information.

Correspondence - Nil

Other Matters

External Member Anstey asked for clarification surrounding the merging of school boards as he had heard this being discussed throughout media and the public. Trustee Ley indicated that although this has been talked about, there is no official discussion going on that she is aware of. Director Wallace concurred.

Notices of Motion for Next Meeting - Nil

MOTION

Moved by Jay Anstey
Seconded by Robert North

That the meeting be adjourned at 6:45 p.m.

CARRIED

3. Report Status

This report is provided as information.

Respectfully submitted by:

Brian Jeffs, Superintendent of Business Services

Approved for submission by:

Kathryn Wallace, Director of Education

February 26, 2014

Delegation to SCDSB Feb. 26, 2014 Meeting

Request for Action by SCDSB

Delegate

Shane Brown

6813 Sixth Line, Essa Twsp, Simcoe County

Resident since March, 1989

Summary

I appear in support of Robert North, my Board Trustee and former Chair who has over the past months attempted unsuccessfully to assist our son in obtaining bussing which Board policy indicates he can and should receive.

1. My son () Brown lives 50% of the time at 6813 Sixth Line, Essa, (1/2 km. South of County Rd. 21 – just outside the Banting attendance area (Appendix “A”). The other 50% of the time he is a Banting in-area student residing in Everett with his mother.
2. He is considered by the Consortium and Board staff to be an out of area student for the purpose of Banting requesting access to Banting Route 540 which passed by (a.m.) and near (p.m.) 6813 Sixth Line at the time of the request.
3. While 6813 Sixth Line lies just outside of the Banting Memorial High School attendance area (Appendix ‘A’), Banting route 540 has driven past that address for years.
4. That request was denied in the fall and my son was required to go 3.3 kms. each way when getting on/off Route 540 south of Baxter.
5. That involves a 50 minute walk, in all sorts of weather, primarily along County Rd. 21, a busy highway, with essentially no sidewalk.
6. Immediately after a repeated denial by Mr. Dance upholding the Consortium’s position, part of Route 540’s path in the northwest portion of its area was rerouted so as to not pass 6813 Sixth Line. **No students are picked up on the new portion of the route, and no students are picked up on a different side of the road on the western area roads served before and after the change.**
7. Additional relevant facts are set out below.
8. The **denial was based on an inapplicable policy, and the rerouting was based on a mistake of fact.**

9. My son's transportation request is not contrary to Board policy if the properly applicable policy is applied. The reasons given Mr. North for the selective rerouting in the relevant area do not exist.
10. The Consortium's reliance on Policy 2410 4.6 Alternate Transportation, instead of 4.7.2, Out of Attendance Area Transportation, 4.3.2.4 Maximum Walking Distance and 4.13.2 Student Safety, in the circumstances, appears to be influenced by its desire to maintain no out of attendance area stops anywhere in Simcoe County.
11. Clarification and direction regarding applicable policy is required. There is no reason that the bus path that existed for years in the relevant area can not be restored, and it should be in the interests of safety, a student's best academic interests and common sense.
12. My son was in fact an "in (Banting) area" student seeking carriage on a Banting area bus on a long existing route. The above mentioned errors leading to the Consortium's refusal of Banting's request on my son's behalf, Mr. Dance's upholding that decision, and a needless route change:
 13. place our son, a 14 year old, other students on the bus and Baxter children in needless danger, and
 14. deprive a student of 1 hour and 35 minutes per day that could instead be applied to academic study.
15. No additional stops would be required since the distant assigned stop could be dropped, and the long standing routing provided a shorter and less expensive bus route.

Additional Facts Giving Rise to the Need for Board Action

Please see Appendix 'B'.

Action Requested

16. The Board should clarify Policy applicable in the circumstances outlined.
17. The Board should direct the return of the relevant (western) portion of Route 540 to status quo prior to the Oct. 21 route change incorrectly based on erroneous fact.

Submissions in Support of Action Requested

18. The Board should clarify that:

19. Policy 2410 Transportation of Students (Appendix 'D'), Alternate Transportation 4.6.1.2, providing that stops may be established when **“both the requested pick-up and drop-off points are within the boundaries of the school the student attends”**, should only apply when a more particular Policy is not provided, and is not applicable in these circumstances.

20. Policy under section 4.7 Out of Attendance Area Transportation is explicit regarding this situation and is applicable and stands alone without Policy 4.6.1.2:

- 4.7.2 Students may upon approval in response to a written request use existing routes to attend out-of-attendance area schools provided there is and continues to be surplus space on the bus and at no additional cost to the board.**

- Nothing in this policy requires that requested pick-up and drop-off points are within the boundaries of the school. Merely “existing routes”, and Route _ 540 has demonstrated for years that routes can extend beyond school boundaries where reasonable.

21. Board staff and the Consortium have mischaracterized the Banting request as one for “ a change in the alternate bus stop assigned for your child”, when in fact it is a **“written request [to]use existing routes to attend out-of-attendance area school”** per Policy 2410 4.7.2.

22. Policy 2410 Transportation of Students sets out policy for 3 distinct out-of-the-norm transportation situations: 4.6 “Alternate Transportation”, 4.7 Out of Attendance Area Transportation, and 4.8 “Other Transportation Considerations”. Each stands alone and does not relate to the others.

23. Consortium Policy TE06 (Appendix 'E') Out of Attendance Area Students – Eligibility supports the fact that SCDSB Policy 2410 4.7 is a stand alone Policy. Under “Rationale” it states that TE06 “provides the guidelines to seek approval for transportation for students attending a school other than their home school.” After stating that “It is the policy of the SCSTC to follow the policy and procedures of the Consortium’s member District School Boards regarding transportation of out of attendance area students”, the relevant SCDSB policy is set out:

“For Simcoe County District School Board (SCDSB) only

The SCDSB will assume no obligation to provide transportation for students who have chosen to attend out of attendance area schools.

Students who have been authorized to attend an out of attendance area school may apply for Out of Attendance Area Transportation through their school.

Students may be approved to use existing routes to attend out of attendance area schools provided that:

- there is no incremental costs;
- service to other students on the bus route will not be effected;
- space is, and continues to be available;
- the route and/or stop continues to be required for eligible students.”

24. All 4 criteria for approval of the application are satisfied.

25. The Consortium and Board staff are precluded by Administrative Law from constraining delegated discretion by adopting a position that there will be no “out of attendance area” bus stops anywhere in the county no matter the circumstances. In any event, that can not be the Board’s policy given the existence of the permissive conditional policy provision for such stops.

26. Policy 2410 4.7.2 is completely satisfied by my son’s circumstances. The requested stops were on “existing Route[s]” and “there is and continues to be surplus space on the bus and at no additional cost to the board”, as required by 4.7.2.

27. There is no SCDSB Policy, or public law, requiring busses serving a school to only travel roads wholly within the school’s attendance area.

28. Per the Consortium's Mr. Kodama's remarks to me, I believe the Consortium interprets clause 2410 4.7.2 as if it stated "existing stops used by in-area students", rather than "existing routes" as it does in fact state.
29. Furthermore, Policy TE06, applicable to SCDSB only, 3rd paragraph, is fully satisfied in my son's circumstances. My son has been "authorized to attend" Banting as an in area student, therefore he "may apply for Out of Attendance Area Transportation" when residing half the time out of the Banting attendance area.
30. Policy 2410 4.3.2.4 stipulates that the maximum walking distance to a bus stop is 0.8 km.
31. SCDSB Policy 2410 4.13 Student Safety at 4.13.2 states "The safety of each student transported shall be of prime importance in every aspect of transportation" should guide the application of any other Policies.
32. Mr. Dance states in his Oct. 16 decision that "The SCDSB and the SCSTC do not recommend that a student walks or bikes on an 80km/hr. road."
33. At the outset, Board Chair Robert North advised me that the request made by Banting on my son's behalf was reasonable and should be granted.
34. There is no Board transportation policy entirely on point, in part because my son is an 'in-area' student requiring out of area stops on an 'area' bus existing route.
35. Granting the request will not set any troublesomely broad precedent due to the fairly unique circumstances in total.
36. My employment involves hours and locales interfering most days with being able to take (7:30) and/or pick up (3:30) my son at 6662 Fifth Line which is 3.3 km away - a long winter/rain walk primarily on a busy highway, well in excess of the 0.8 km maximum stipulated in SCSTC Policy TE03. The request addresses an educational issue regarding 'available academic time' for my son, and safety issues for our son, other students on the bus and Baxter children, all being exposed to needless danger.

APPENDIX 'A'

Banting Attendance Area Map

APPENDIX 'B'

Additional Facts

1. My son () Brown lives 50% of the time in the Banting attendance area (mother -, Everett) and 50% of the time in Bear Creek attendance area (father – 6813 Sixth Line, Essa Twp.) by virtue of a court order regarding Joint Custody (alternate every 7 days). He is attending Banting per his mother's address because there are no Bear Creek busses passing anywhere near Everett. At his mother's a Banting bus stops nearby.
2. School taxes are paid on behalf of my son in both Banting and Bear Creek areas.
3. Mid September we discovered that route 540 passes 6813 Sixth Line northbound in the a.m. (about 10 students are on bus when it passes), and passes the corner of Sixth Line and County Rd. 21 (there is a residence just east of the corner at 5930 County Rd. 21) ½ km north of me eastbound in the p.m..
4. Banting High School, on my son's and his parents behalf, amended its original bussing request and asked the bussing Consortium to provide a stop for my son by the route 540 bus at 6813 Sixth Line in the a.m. and at 5930 County Rd. 21 in the p.m.
5. There is ample room on the route 540 bus. There is no incremental cost to the Board, or additional route time/distance associated with the request.
6. Ms. Branch at the bussing Consortium thereafter advised that the request could not be granted and that the Consortium would only authorize my son for the existing route 540 stop at 6662 Fifth Line Essa Township south of Baxter 3.3. kms. away.
7. We asked Mr. North for assistance in the matter and he approached the Board's Mr. Dance.
8. On Oct. 16 Mr. Dance –advised that “As per Simcoe County District School Board (SCDSB) Policy 2410 Transportation of Students regarding Alternate Transportation that stops may be established when in [4.6.1.2] **both the requested pick-up and**

drop-off points are within the boundaries of the school the student attends. ...
your appeal for a change in the **alternate** bus stop assigned for your child is denied.”
(Appendix ‘F’)

9. Monday Oct. 21 the path of Route 540 was changed in the area of my home for no good purpose based on facts known to me (Appendix ‘C’), adding time and distance to the trip, . On Dec. 5 Mr. North advised by email that he was informed that “Route 540, along with three other routes in that area were changed to avoid duplication of road sections being travelled by different buses, eliminate unused stops, and so on.”
However, on
10. Feb. 7 Mr North stated he was informed that the relevant portion of Route 540 was changed to change pick up side in some cases, and that the Consortium “never provides out of attendance area stops’ notwithstanding policy 2410 4.7.2.
11. No students are picked up on the new portion of the route, and no students are picked up on a different side of the road on the western area roads served before and after the change.
12. We asked Mr. North to assist in correcting what appeared to be an inappropriate denial of Banting’s request and a needless rerouting of Route 540 away from my home.
13. By Nov. 29 email Mr. North advised, “I have reviewed extensively, the transportation issue that you have raised with me. I have spoken at length to Mr. Dance, Mr. Kodama, as well as the route supervisor for route 540, and school officials. It is quite unfortunate that your son is being caught in the middle of this and I have sympathy for his situation.” He was given to understand that a transportation solution could not be provided for my son “without significantly altering our transportation policy and incurring the resulting losses in efficiency across the County that would result.” It is hard to see how our simple, unique, common sense request would have that effect!
14. On Dec. 11 I met Mr. North and Mr. Dance at Banting. Mr. Dance focused on his concern about setting a precedent, as per his Oct. 16 decision stating “The circumstances of your residence in relation to the school attendance area and in area bus stop are not uncommon with many locations in our County.” However, his two

examples of requests that might then have to be granted were not comparable, involving detouring a significant distance outside a school boundary to serve completely “out of attendance area” students voluntarily deciding they wish to attend a school in whose area they are never located.

APPENDIX 'C'

Banting Bus Route 540 Re-routing

1. Monday Oct. 21 the Consortium rerouted Bus 540 in a manner adding time and distance to the trip, for no other apparent reason than to attempt to preclude any review/change of its denial of Banting High School's request on behalf of my son. I am informed that only the same children are using the bus now as were before the change.
2. Previously, in the morning Bus 540 came north on Sixth Line past 6813 after proceeding north on Cty. 56 and west on 10 SR to Sixth Line. The bus then turned west on Cty. 21 then south past Baxter School on Fifth Line to the stop assigned to my son. The bus then proceeded down Fifth Line to #89 and west to Banting.
3. Now the bus, after the Cty. 56 and 10 SR path, turns south on Sixth Line and proceeds west on 5 SR past Fifth Line to Cty. 10 and then north to the lights at Cty. 21 where it turns east and proceeds through Baxter. No students are picked up on any road west of Fifth Line. The bus then proceeds south on Fifth Line, past 5 SR to #89 and then west to Banting. **A longer route taking more time at greater cost for no apparent good purpose, and needlessly running over 2 railroad tracks and through the built up village area.** All the consequences are contrary to relevant SCDSB policies.
4. Previously, in the afternoon Bus 540 left Banting east on #89 to Fifth Line north and then east on Cty. 21, past the corner just north of 6813 Sixth Line. It then went south on Cty. 56 to finish its run.
5. Now the bus goes east on #89 and turns north on Fifth Line as before, but then turns west on 5 SR to Cty. 10 north, east on Cty. 21 through Baxter and then south on Fifth Line. After dropping my son and others on the Fifth Line it proceeds to finish its route. Again, no students are picked up on any road west of Fifth Line. **Again, a longer route taking more time at greater cost for no apparent good purpose, and needlessly running over 2 railroad tracks and through the built up village area.**

APPENDIX 'D'
SCDSB Policy 2410

APPENDIX 'E'
SCSTC Policy TE06

APPENDIX 'F'

Oct. 16, 2013 J. Dance Decision

TRANSPORTATION 2400

TRANSPORTATION OF STUDENTS 2410

1. Rationale

The Education Act does not place mandatory responsibility on school boards to provide transportation. Therefore transportation is a privilege not a right and responsibility for getting to and from school rests with the student and parents or guardians.

The board recognizes that providing transportation services for its students is necessary to ensure equality of access to the board's schools and programs. Transportation services will be reflective of a partnership with the home, that is safe, fair and consistent, and that ensures the most efficient use of available resources.

2. Policy

It is the policy of the Simcoe County District School Board to provide transportation services to eligible students that is safe, equitable, efficient, cost effective and within the allocated funding.

3. Definitions

3.1 home school - means the school designated by the board as the school of attendance.

3.2 operator - means an individual, individuals or firm owning and/or operating vehicles under contract with the board and shall include the board.

3.3 Simcoe County Student Transportation Consortium (SCSTC) - means the shared services organization that provides transportation services to the SCDSB and coterminous board and other organizations.

3.4 urban area - means an area located within the municipal limits of the cities, towns and villages in Simcoe County.

4. Guidelines

4.1 Provision of Transportation Service

4.1.1 Home-to-school transportation and transportation between schools shall be provided on buses and other vehicles owned by operators under contract to the SCSTC or SCDSB.

Page 2

4.2 Walking Zones

- 4.2.1 The board will establish walking zones for each school based on the following distances from the school property:
- | | |
|---------------------|--------|
| elementary students | 1.6 km |
| secondary Students | 3.2 km |
- 4.2.2 Distance measuring will be done by the SCSTC using a digitized map, vehicle and/or a measuring wheel. Measurements are taken from the student's residential property line nearest to the closest entrance of the school property.
- 4.2.3 The boundary of each walking zone will reflect the most direct and practical walking route from school to home.
- 4.2.4 Students who reside within a designated walking zone for their school of attendance are not eligible for transportation unless otherwise qualified by policy.

4.3 Bus Routes

- 4.3.1 The director of education is authorized to provide transportation to and from home schools for students residing outside designated walking zones and to make all decisions related to the organization of bus routes.
- 4.3.2 Bus routes will be organized in the most efficient and economical manner and will correspond to the following criteria other than in exceptional circumstances:
- 4.3.2.1 maximum travel for elementary students is 60 minutes one way;
 - 4.3.2.2 maximum travel for secondary students is 75 minutes one way;
 - 4.3.2.3 maximum travel for elementary or secondary students registered in designated specialized programs may exceed 60 minutes (elementary) or 75 minutes (secondary) one way.
 - 4.3.2.4 maximum walking distance to a bus stop is 0.8 km.
 - 4.3.2.5 maximum walking distance to a bus stop may exceed 0.8 km in exceptional circumstance where the SCSTC determines the roadway is unsafe for a school vehicle to manoeuvre.

4.3.2.6 maximum walking distance to a bus stop may exceed 0.8 km when a student is registered in a designated specialized program.

4.3.2.7 students will ride only on assigned buses and will be picked up and dropped off only at designated stops.

4.3.3 If a student must ride on more than one bus on a one-way trip bus routes will be organized so a transfer point is located at a school.

4.4 Bell Times

4.4.1 Bell times for elementary schools will be no earlier than 8:30 a.m. and no later than 4:15 p.m.

4.4.2 Bell times for secondary schools will be no earlier than 8:00 a.m. and no later than 4:30 p.m.

4.4.3 Bell times described in 4.4.1 and 4.4.2 may be altered to minimize travel time on a bus, allow students to attend designated specialized programs not offered in their home school and achieve efficiencies in the organization of bus routes.

4.5 Supervision Times

4.5.1 Planned supervision time for elementary and secondary schools and only for the purpose of school bus scheduling will be no more than 30 minutes before the morning school bell and no more than 30 minutes following the afternoon school bell.

4.5.2 Supervision time described in 4.5.1 may be altered to allow students to attend designated specialized programs not offered in their home school.

4.6 Alternate Transportation

4.6.1 Alternative transportation arrangements may be made for a student upon written request of a parent/guardian or by the student when 18 years of age or older, to the home school principal provided that:

4.6.1.1 the request clearly identifies pick-up location(s) and one location for drop-off for every afternoon five days a week for the school year;

4.6.1.2 both the requested pick-up and drop-off points are within the boundaries of the school the student attends; and

4.6.1.3 both the requested pick-up and drop-off points are served by existing bus routes on which there is available space.

4.6.2 Requests that meet the conditions above but which involve more than one drop-off location on a recurring pattern may be approved.

4.6.3 Where feasible within urban areas, students may be provided with transit passes allowing them access to public transportation as an alternative to the provision of school bus transportation.

4.7 Out of Attendance Area Transportation

4.7.1 The board will assume no obligation to provide transportation for students who have chosen to attend out-of-attendance area schools. Responsibility of getting to and from school will rest entirely with the student and their parent/guardian.

4.7.2 Students may upon approval in response to a written request use existing routes to attend out-of-attendance area schools provided there is and continues to be surplus space on the bus and at no additional cost to the board.

4.8 Other Transportation Considerations

4.8.1 The director of education is authorized to provide transportation for:

4.8.1.1 students with special education needs when transportation is necessary to accommodate the student's exceptionality;

4.8.1.2 students who attend the Ontario school for the blind, an Ontario school for the deaf, a demonstration school, or other facilities as provided for in the Education Act;

4.8.1.3 students whose physical or medical condition require that the student be transported, upon approval, following receipt of a medical certificate for the student from a current practicing physician. The certificate will describe specific reasons and expected time required for transportation to a maximum of one school year. Specific medical conditions determined to be of a permanent nature may not require an annual renewal request;

4.8.1.4 elementary school students to attend designated specialized programs not offered in their home school;

4.8.1.5 secondary school students to attend designated specialized programs not offered in their home school

4.8.1.6 late buses for secondary co-curricular programs where sufficient numbers exist; and

4.8.1.7 a student or group of students to travel on a scheduled run to attend a special event.

4.9 Persons Authorized for Bus Travel

- 4.9.1 In addition to eligible day school students the following persons are authorized to travel on school buses:
- 4.9.1.1 with prior approval of the principal, adult supervisors on buses carrying students on approved co-instructional activities;
 - 4.9.1.2 with prior approval of the principal and if space permits, a school volunteer;
 - 4.9.1.3 employee of the board or the operator and those otherwise authorized by administration to provide necessary assistance or care for students;
 - 4.9.1.4 if space permits, pre-school children of drivers provided the operator ensures buses are equipped with appropriate restraints and infant seats for safe transportation and provided the child's parent releases and indemnifies the board for any liability which may be incurred as a result of such child travelling; and
 - 4.9.1.5 if space permits and with prior approval of the principal, exchange students hosted by board schools using existing bus routes and stops.

4.10 Transportation of Students for Instructional and Co-Instructional Activities

- 4.10.1 Transportation of students for instructional and co-instructional activities is normally provided by buses or other public vehicles owned by or under contract to the board or SCSTC.
- 4.10.2 Employees and other adult volunteers with the appropriate vehicle license may transport small groups of students in private vehicles or rented vehicles provided the principal has approved, in writing and in advance, such arrangements.

4.11 Student Behaviour

- 4.11.1 The board considers transportation to be a privilege. Conduct which is detrimental to the safe operation of the bus or to the safety of others riding on the bus will not be permitted.
- 4.11.2 The driver of the bus is in charge of the operation of the bus, and the safety and welfare of students on the bus, therefore must be given each student's co-operation and support.

- 4.11.3 Every student is responsible to the principal of the school that the student attends for the student's conduct while on a school bus. Administrative procedures provide further direction regarding the responsibilities of principals for student behaviour in transportation situations.
- 4.11.4 An operator shall be entitled upon giving not less than 24 hours prior written notice to the board, to refuse to transport a student who in the operator's reasonable opinion constitutes a threat or danger to the safe operation of the vehicle or the health and safety of that student or any other student, pending investigation of the circumstances and decision by the board.
- 4.11.5 Permanent or temporary loss of transportation privileges shall result for a student whose behaviour while travelling on a bus is considered to endanger the safety and welfare of others.
- 4.12 Cancellation of Transportation or Changes in Times of Bus Runs
- 4.12.1 The director of education is authorized to make special arrangements to cancel or alter service to ensure the safety of students during inclement weather or emergency situations.
- 4.12.2 Each principal is responsible for ensuring that his/her school has a contingency plan for the safe care of students in the event of early closure or when homeward bus runs must be cancelled.
- 4.13 Student Safety
- 4.13.1 The board's responsibility for the supervision of students who are transported on a school bus will commence only with the student's entrance to the bus and will terminate with the student's exit from the bus at the designated stop.
- 4.13.2 The safety of each student transported shall be of prime importance in every aspect of transportation.
- 4.13.3 School bus safety shall be part of the program of studies in elementary schools.
- 4.13.4 Each school shall develop appropriate safety rules with regard to bus loading areas.
- 4.13.5 School bus safety information will also be provided to individuals authorized to travel on buses.

4.13.6 Student transportation protocols for use in school lockdown situations are to be followed (APM A1226).

4.14 Expectations

4.14.1 The board will provide expectations to parents and guardians in order to ensure the optimum safe transportation of their children.

4.14.2 The director of education will provide expectations and responsibilities of students being transported.

4.15 Dispute Resolution

4.15.1 All transportation disputes will first be received by the Simcoe County Student Transportation Consortium for resolution or redirection.

4.15.2 Disputes outside the mandate of the SCSTC will be directed to the SCDSB from SCSTC administration.

4.15.3 The SCDSB superintendent representative on the SCSTC board of directors will receive the dispute for resolution and communicate decision to the parent/student involved.

5. Administrative Procedures

The director of education is authorized to provide the administrative procedures necessary to implement this policy.

**APPROVED JULY 13, 1988
REVISED APRIL 10, 1996
REVISED OCTOBER 22, 2003
REVISED DECEMBER 17, 2008
REVISED APRIL 28, 2010
REVISED SEPTEMBER 25, 2013**



Policy TE06 Documentation

Section: Out of Attendance Area Students	Page 1 of 2
Type: Eligibility	Date (Revised): July 3, 2013

Rationale	The Simcoe County Student Transportation Consortium (SCSTC) policy for Out of Attendance Area Students provides the guidelines to seek approval for transportation for students attending a school other than their home school.
Policy	It is the policy of the SCSTC to follow the policy and procedures of the Consortium’s member district school boards regarding transportation of out of attendance area students.



Policy TE06 Documentation

<p>Overview</p>	<p>For Simcoe County District School Board (SCDSB) only</p> <p>The SCDSB will assume no obligation to provide transportation for students who have chosen to attend out of attendance area schools.</p> <p>Students who have been authorized to attend an out of attendance area school may apply for Out of Attendance Area Transportation through their school.</p> <p>Students may be approved to use existing routes to attend out of attendance area schools provided that:</p> <ul style="list-style-type: none"> - there is no incremental costs; - service to other students on the bus route will not be effected; - space is, and continues to be available; - the route and/or stop continues to be required for eligible students. <p>Transportation can be revoked at any time throughout the school year.</p> <p>Applications for transportation to out of attendance area schools must be approved annually.</p> <p>For Simcoe Muskoka Catholic District School Board (SMCDSB) only</p> <p>The SMCDSB will assume no obligation to provide transportation for students who have chosen to attend out of attendance area schools.</p>
<p>Reference</p>	<p>SCDSB Policy 2410 – Transportation</p> <p>SMCDSB Policy GP – 13</p> <p>SCSTC Operational Guide – Standards/Processes – Out of Attendance Students</p> <p>SCSTC Form TF018 – Out of Area Transportation Approval Form</p>

October 16, 2013

Shane Brown
6813 Sixth Line
Essa Township

Dear Mr. Brown,

I have received your appeal regarding the provision of bussing in place at this time for your son, Cole St. Pierre Brown, who attends Banting Memorial High School. Your son is eligible for transportation at his mother's residence, 8084 Main Street East, Everett, that is within the Banting MHS Attendance Area. Following your earlier request your son was also granted access to a stop at 6662 Fifth Line, Essa Township as an alternate stop location. This assigned stop for your son is an existing Banting MHS stop.

You are requesting that an additional stop be established at your residence, 6813 Sixth Line because bus route #540 travels past your home as it completes its run. I understand that you are seeking that this additional bus stop be established so that your son will not have to walk over 3 km from your home to the assigned stop or home from the stop. You state as well that the distance is a significant safety concern as winter weather arrives, and that your employment 'interfering most days with being able to take (7:30) and/or pick up (3:30)' your son from the stop at 6662 Fifth Line.

Your request for this service is denied. The current assigned stop (6662 Fifth Line) is consistent with other stops, and is the closest 'in area' stop to your residence. As per Simcoe County District School Board (SCDSB) Policy 2410 Transportation of Students regarding Alternate Transportation that stops may be established when in [4.6.1.2] **both the requested pick-up and drop-off points are within the boundaries of the school the student attends**. Parents of all students are responsible to ensure student's safe arrival at assigned bus stop locations. The safety concern you mention about travelling to and from the alternate stop is a factor that the SCDSB and SCSTC recognize. However in all cases of bus transportation with our jurisdictions it is the parent's responsibility to arrange for their children to access the school or bus stops in a safe manner when they reside within the walk zone. The SCDSB and the SCSTC do not recommend that a student walks or bikes on an 80km/hr. road.

Further to the Policy under section 4.7 Out of Attendance Area Transportation the policy is explicit regarding this situation:

- 4.7.1 The board will assume no obligation to provide transportation for students who have chosen to attend out-of-attendance area schools. Responsibility of getting to and from school will rest entirely with the student and their parent/guardian.**
- 4.7.2 Students may upon approval in response to a written request use existing routes to attend out-of-attendance area schools provided there is and continues to be surplus space on the bus and at no additional cost to the board.**

You contend that the SCDSB should establish an Out of Attendance Area bus stop for your son at your residence which is in the Bear Creek Secondary School Attendance Area. The circumstances of your residence in relation to the school attendance area and in area bus stop are not uncommon with many locations in our County. It is not mandatory for school boards, under the Education Act, to provide transportation to all students but to provide a consistent policy to apply for all students.

Based upon the applicable aspects of Policy 2410, your appeal for a change in the alternate bus stop assigned for your child is denied.

Sincerely,



John Dance
Superintendent of Facility Services

- c Michael Kodama, CEO, SCSTC
- Mary Ann Pope, Transportation Supervisor, SCSTC
- John Legere, Superintendent of Education, Area 4, SCDSB
- Lynn Kelman, Principal, Banting Memorial High School