

**SIMCOE COUNTY DISTRICT SCHOOL BOARD**

**REGULAR BOARD MEETING - WEDNESDAY, MAY 28, 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 7:00 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 April 23, 2014
    - (b) Minutes of the Special ARC Board Meeting held April 15, 2014
    - (c) Minutes of the Special ARC Board Meeting held April 29, 2014
  - (4) Declaration of Conflicts of Interest

**CLOSED SESSION**

- B.** Committee of the Whole
1. Personnel Matters
  2. Property Matters

**PUBLIC SESSION**

- C.**
- (1) Report from Student Trustees
  - (2) Delegations – Nil
  - (3) Presentations  
Betty Gormley, Executive Director, Canadian Parents for French (Ontario)

**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
- (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 May 7, 2014

- (5) Staff Reports – Items for Decision
  - (a) Policy No. 2186, Director of Education Performance Review and Procedure (APPENDIX A Timelines)
  - (b) Harriett Todd Public School – Replacement Child Care Spaces
- (6) Committee Minutes/Reports - Items for Information
  - (a) Report of the Special Education Advisory Committee Meeting held March 17, 2014
  - (b) Report of the Parent Involvement Committee Meeting held March 25, 2014
  - (c) Report of the Parent Involvement Committee Meeting held April 22, 2014
  - (d) Report of the Human Resources Standing Committee Meeting held May 14, 2014
  - (e) Report of the Program Standing Committee Meeting held May 14, 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
  - 1. Letter from J. Allin, Chair, Durham DSB Re: Regulation Re: determination and distribution of trustees
  - 2. Letter from Claudette Paquin, Chair, La Clé Re: PSS and MSS

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

Special Education Advisory Committee Meeting – June 2, 2014 at 7:00 p.m. – Georgian Room  
 ARC Special Board Meeting – June 3, 2014 at 6:00 p.m. – Roy Edwards Room  
 Business and Facilities Standing Committee Meeting – June 4, 2014 at 6:00 p.m. - Georgian Room  
 Retirement Dinner – June 9, 2014 at 6:00 p.m. – Southshore Community Centre  
 Parent Involvement Committee Meeting – June 10, 2014 at 6:00 p.m. – Georgian Room  
 Human Resources Standing Committee Meeting – June 11, 2014 at 6:00 p.m. – Georgian Room  
 Program Standing Committee Meeting – June 11, 2014 following the Human Resources Standing Committee Meeting - Georgian Room  
 First Nations Education Advisory Committee Meeting – June 12, 2014 – Christian Island Elementary School  
 Special Education Advisory Committee Meeting – June 16, 2014 at 7:00 p.m. – Georgian Room (if required)  
 Regular Meeting of the Board – June 18, 2014 at 6:00 p.m., followed immediately by the Committee of the Whole in Closed Session (Georgian Room), Public Session will resume at 7:00 p.m. (Roy Edwards Room)

**G. ADJOURNMENT**

**SIMCOE COUNTY DISTRICT SCHOOL BOARD**

**RECOMMENDED ACTION – WEDNESDAY, MAY 28, 2014**

<b>REPORT</b>	<b>FYI</b>	<b>Decision Req.</b>	<b>MOTION</b>
			Call Meeting to order. Roll Call
		√	That the agenda be approved as printed.
A-3-a Board Minutes April 23, 2014		√	That the Minutes of the Regular Board Meeting held Wednesday, April 23, 2014 be approved as printed.
A-3-b Special ARC Board Meeting – April 15, 2014		√	That the Minutes of the Special ARC Meeting of the Board held Tuesday, April 15, 2014 be approved as printed.
A-3-c Special ARC Board Meeting – April 29, 2014		√	That the Minutes of the Special ARC Meeting of the Board held Tuesday, April 29, 2014 be approved as printed.
			Declaration of Conflicts of Interest
<b>MOTION</b>		√	That we go into Closed Session of the Committee of the Whole
<b>PUBLIC SESSION</b>			
C-1			Report from Student Trustees
C-2 Delegations			Nil
C-3 Presentations			Betty Gormley, Executive Director, Canadian Parents for French (Ontario)
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-4-a Business & Facilities – May 7, 2014		√	That the Board approve the 2014-2015 Proposed Budget, as set out in APPENDIX A and APPENDIX B of Report No. BF-D-1, 2014-2015 Proposed Budget, dated May 7, 2014.
D-5-a Policy No. 2186, Director of Education Performance Review and Procedure (APPENDIX A Timelines)		√	That the Board approve APPENDIX A of Report No. D-5-a, Policy No. 2186, Director of Education Performance Review and Procedure (APPENDIX A Timelines), dated May 28, 2014, and that the information is included as part of the policy.
D-5-b Harriett Todd Public School – Replacement Child Care Spaces		√	That the Board approve to proceed with the Harriett Todd Public School – Replacement Child Care Spaces, as set out in Report No. D-5-b, Harriett Todd Public School – Replacement Child Care Spaces, dated May 28, 2014.
D-6-a SEAC – March 17, 2014	√		
D-6-b PIC Mtg March 25, 2014	√		

D-6-c PIC Mtg April 22, 2014	√		
D-6-d Human Resources May 14, 2014	√		
D-6-e Program Standing May 14, 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			<ol style="list-style-type: none"> <li>1. Letter from J. Allin, Chair, Durham DSB Re: Regulation Re: determination and distribution of trustees</li> <li>2. Letter from Claudette Paquin, Chair, La Clé Re: PSS and MSS</li> </ol>
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 APRIL 23, 2014**

The regular meeting of the Simcoe County District School Board was held on Wednesday, April 23, 2014 at the Education Centre.

**A. (1) Roll Call**

**PRESENT:**

**Trustees**

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

**REGRETS:**

**Trustee**

Donna Armstrong, Nicole Black, Jodi Lloyd, 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 Robert North  
Seconded by Krista Mayne

That the Agenda be approved as printed

CARRIED

**(3) Approval of Minutes**

**Minutes of the Special Meeting of the Board held March 24, 2014 (A-3-a)**

Moved by Christine Williams  
Seconded by Suzanne Ley

That the Minutes of the Special Meeting of the Board held Monday, March 24, 2014 be approved as printed.

CARRIED

**Minutes of the Regular Meeting of the Board held March 26, 2014 (A-3-b)**

Moved by Robert North  
Seconded by Suzanne Ley

That the Minutes of the Regular Meeting of the Board held Wednesday, March 26, 2014 be approved as printed.

CARRIED

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

**B. Committee of the Whole**

Moved by Suzanne Ley  
Seconded by Caroline Smith

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

CARRIED

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

**C. (1) Report from the Student Trustees**

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

Student Trustee elections took place on April 16, 2014. The Student Trustees for the 2014-2015 school year are:

- Carly Gardiner from Midland Secondary School who will represent the north and east regions
- Twesh Upadhyaya from Bear Creek Secondary Schools who will represent the south and west regions
- Maya Burhanpurkar from Barrie North Collegiate who will represent the central and south regions

Student Trustees will be attending the Jer's Vision Dare to Stand Out Conference from May 5 to May 9, 2014.

(2) Delegations – Nil

(3) Trustee Tributes

1. Melody Northrop, Principal, Andrew Hunter Elementary School
2. Kimberley Campbell, Principal, Regent Park Public School

Trustee Krista Mayne presented a trustee tribute to Melody Northrop, Principal, Andrew Hunter Elementary School. Trustee Debra Edwards presented a trustee tribute to Kim Campbell, Principal, Regent Park Public School. Both principals were recognized by The Learning Partnership as Canada's Outstanding Principals for 2014.

(4) Presentations

Trustee Debra Edwards

Director Wallace and Chairperson Beacock recognized Trustee Debra Edwards for her 25 years of service as a trustee. Trustee Edwards was recognized by the Ontario Public School Boards' Association at their conference in January. Trustee Edwards was first elected in 1988. During her 25 years, she has served in numerous capacities, including Chairperson of the Board for three terms.

**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 April 23, 2014:

(1)  
Moved by Christine Williams  
Seconded by Robert North

***#BP-2014-04-23-26***

That the Board approve a 14 month lease renewal extension for the Midland Learning Centre, as set out in Report No. CL-BF-D-1, Midland Learning Centre Lease Renewal, dated April 2, 2014.

CARRIED

**Matters Arising from Previous Meeting:**

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

A lengthy discussion ensued regarding the inclusion of the definition of "Conflicts of Interest" within the By-laws, as defined in the Municipal Conflicts of Interest Act.

(1,2,3)  
Moved by Suzanne Ley  
Seconded by Krista Mayne

(1)  
***#BP-2014-04-23-27***  
Under Article II: Meetings of the Board of Trustees – Inaugural Meeting and First Meeting of the Board

Revise Item #1 under Inaugural Meeting (In Election Years) to read "newly elected Board will be held at 7:00 p.m."

Revise Item #1 under First Meeting (In Non-election Year) to read "the Board will meet at 7:00 p.m."

(2)  
***#BP-2014-04-23-28***  
Under Article II: Meetings of the Board of Trustees – Regular Board Meetings

Revise Item #2 to read "and then reconvene public session at 7:00 p.m."

(3)  
***#BP-2014-04-23-29***  
Under Article II: Meetings of the Board – Special Board Meetings

Include under Item #4. Order of Business for Special Meetings of the Board; Closed Session in Committee of the Whole

1. Property Matters
2. Personnel Matters
3. Legal Matters

CARRIED

Moved by Robert North  
Seconded by Krista Mayne

**#BP-2014-04-23-29**

Under Article V: Standing Committees of the Board

Revise under Item #3 to read "Program Services (Second Wednesday of the month, following Human Resources)"

CARRIED

Moved by Caroline Smith  
Seconded by Suzanne Ley

**#BP-2014-04-23-30**

Under Article VIII: Delegations and Written Submissions to the Board and Committees

Include Item #1.5 to read "In the event that a Standing/Advisory Committee meeting takes place a week prior to the week of the Board meeting; and a request from a member of the public is made to make a delegation regarding a decision or information item from that Standing/Advisory Committee meeting; delegates must submit their delegation request along with a written copy of the presentation and/or an outline within 72 hours of when the Standing/Advisory Committee meeting was held."

CARRIED

Moved by Caroline Smith  
Seconded by Christine Williams

**#BP-2014-04-23-31W**

Under APPENDIX A

Include Item #12 to read "Members participating electronically may be nominated for the position of Chairperson or Vice-chairperson."

MOTION WITHDRAWN

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

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

Report of the Business and Facilities Committee Meeting held  
April 2, 2014 (D-4-a)

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Moved by Robert North  
Seconded by Michele Locke

**#BF-2014-04-02-32**

That the Board approve the 2014-2015 Budget – Trustee Expenses, excluding the OPSBA Fees and OSTA/AECO Fees, as set out in Report No. BF-D-1, 2014-2015 Budget – Trustee Expenses, dated April 2, 2014.

CARRIED



Report of the Program Standing Committee Meeting held April 9, 2014 (D-4-b)

(1,2)

Moved by Christine Williams  
Seconded by Robert North

(1)

**#PRO-2014-04-09-33**

That the Board approve revisions to Policy No. 4105, Curriculum Policy, as set out in APPENDIX C of Report No. PRO-D-1, Revisions to Policy No. 4105 – Curriculum Policy, dated April 9, 2014

(2)

**#PRO-2014-04-09-34**

That the Board rescind Policy No. 4110 - Equalization of Educational Opportunity, as set out in APPENDIX A of Report No. PRO-D-2, Policy No. 4110 – Equalization of Educational Opportunity, dated April 9, 2014.

CARRIED

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

Appointment to the Ontario Public School Boards' Association (D-5-a)

Moved by Debra Edwards  
Seconded by Robert North

**#BP-2013-04-24-35**

That Trustee Michele Locke be nominated for the position of director on the OPSBA Board of Directors from April 24, 2014 to November 30, 2014

Trustee Locke indicated that she would stand.

The Chairperson called for further nominations.

There being no further nominations, Trustee Locke was acclaimed as director on the OPSBA Board of Directors from April 24, 2014 to November 30, 2014.

CARRIED

Chairperson Beacock called for nominations for the position of alternate director on the OPSBA Board of Directors from April 24, 2014 to November 30, 2014.

Moved by Robert North  
Seconded by Michele Locke

**#BP-2013-04-24-36**

That Trustee Suzanne Ley be nominated for the position of alternate director on the OPSBA Board of Directors from April 24, 2014 to November 30, 2014.

Trustee Ley indicated that she would stand.

The Chairperson called for further nominations.

There being no further nominations, Trustee Ley was acclaimed as alternate director on the OPSBA Board of Directors from April 24, 2014 to November 30, 2014.

CARRIED

**(6) Committee Minutes/Reports – Items for Information**

Report of the First Nations Education Advisory Committee Meeting held June 14, 2013 (D-6-a)

This report was provided as information.

Report of the Parent Involvement Committee Meeting held February 18, 2014 (D-6-b)

This report was provided as information.

Report of the Accessibility Advisory Committee Meeting held January 20, 2014 (D-6-c)

This report was provided as information.

Report of the Special Education Advisory Committee Meeting held February 24, 2014 (D-6-d)

This report was provided as information.

Report of the Human Resources Standing Committee Meeting held April 9, 2014 (D-6-e)

This report was provided as information.

Report of the Special Business and Facilities Standing Committee Meeting held April 9, 2014 (D-6-f)

This report was provided as information.

Business and Facilities Budget Meeting held April 16, 2014 (D-6-g)

This report was provided as information.

Joint Business and Facilities and Special Education Advisory Committee Budget Meeting held April 16, 2014 (D-6-h)

This report was provided as information.

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

**E. OTHER MATTERS**

**(1) Reports from Liaison Members**

Vice-chairperson Locke indicated that she, as well as Trustee Locke recently attended the OPSBA Central Regional meeting in Oshawa. Trustees were provided with a written overview of the meeting from Vice-chairperson Locke.

**(2) Notices of Motion for next meeting – Nil**

(3) Questions and Proposals from Trustees

On April 23, 2014, Chairperson Beacock attended the Heritage Fair and the County Museum, along with Director Wallace. He commented that there were some incredible displays and a lot of hard work put into them.

(4) Professional Development Seminars Attendance

Chairperson Beacock, Vice-chairperson Locke and Trustee Mayne declared their intention to attend the OPSBA AGM meeting in July.

Student Trustees declared their intention to attend the OSTA/AECO Conference in May.

(5) Reports/Update from Staff - Nil

(6) Correspondence – Nil

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

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Business and Facilities Standing Committee Meeting – May 7, 2014 at 6:00 p.m. -  
Georgian Room

Special Education Advisory Committee Meeting – May 12, 2014 at 7:00 p.m. –  
Georgian Room

Human Resources Standing Committee Meeting – May 14, 2014 at 6:00 p.m. –  
Roy Edwards Room

Program Standing Committee Meeting – May 14, 2014 following Human Resources. –  
Roy Edwards Room

Character Education Awards Evening – May 15, 2014 at 6:00 p.m. –  
Roy Edwards Room

Parent Involvement Committee Meeting – May 20, 2014 at 6:00 p.m. –  
Georgian Room

Regular Meeting of the Board – May 28, 2014 at 6:00 p.m., followed immediately by the  
Committee of the Whole in Closed Session (Georgian Room), Public Session will  
resume at 7:00 p.m. (Roy Edwards Room)

**MOTION TO ADJOURN**

Moved by Michele Locke  
Seconded by Robert North

That the meeting be adjourned at 9:00 p.m.

CARRIED

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

FROM: The Secretary

SUBJECT: **MINUTES OF THE SPECIAL MEETING OF THE  
BOARD HELD APRIL 15, 2014**

A Special meeting of the Simcoe County District School Board was held on Tuesday,  
April 15, 2014 at the Education Centre.

**A. (1) Roll Call**

**PRESENT:**  
**Trustees**

Donna Armstrong, Peter Beacock, Nicole Black, Debra Edwards,  
Suzanne Ley, Michele Locke (fulfilling the role of Chairperson),  
Jodi Lloyd (fulfilling the role of Vice-chairperson),  
Amanda Monague, Christine Williams.

**REGRETS:**  
**Trustee**

Krista Mayne, Robert North, Caroline Smith.

**PRESENT:**  
**Student Trustees**

Cheryne Winstanley-Hayes.

**REGRETS:**  
**Student Trustees**

Brandon Amyot, Patrick Whitten.

Chairperson Peter Beacock declared a conflict of interest due to the fact that he owns property  
in Penetanguishene and, therefore, vacated the Chair at this time and sat in the gallery for the  
entire meeting.

Vice-chairperson Michele Locke assumed the Chair at this time.

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

Vice-chairperson Locke called for nominations for the election of Vice-chairperson for the  
evening.

Moved by Suzanne Ley  
Seconded by Donna Armstrong

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

Trustee Lloyd indicated that she would stand.

Vice-chairperson Locke called for further nominations. There being no further nominations,  
Trustee Lloyd was acclaimed as Vice-chairperson for the evening. Trustee Lloyd assumed the  
Vice-chair at this time.

**(2) Approval of Agenda**

Moved by Suzanne Ley  
Seconded by Amanda Monague

That the Agenda be approved as printed.

CARRIED

**(3) Declaration of Conflicts of Interest**

Chairperson Beacock declared a conflict of interest as indicated earlier in the evening.

Chairperson Locke began the meeting with an overview of the ARC process and how the meeting would proceed. She also thanked members of the ARC for their interest and time commitment in participating in the ARC, as well as for their dedication to the students in Simcoe County.

**B. (1) Staff Report**

Accommodation Review 2013:01 – Midland Secondary School/Penetanguishene Secondary School – Committee Report (B-1-a)

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On January 9, 2013, the Board approved that a pupil accommodation review be undertaken that included Midland Secondary School and Penetanguishene Secondary School. Subsequently, an Accommodation Review Committee (ARC) was formed and given the task of conducting the review in accordance with Board Policy.

ARC members Gerard Desroches and Kyle Naylor discussed the recommendations developed by the ARC 2013:01 for They also reviewed the background of the ARC 2013:01, the steps taken to develop the ARC recommendations and the rationale and implications of these recommendations.

This report was provided as information.

Accommodation Review Committee 2013:01 Midland Secondary School/Penetanguishene Secondary School – Staff Report (B-1-b)

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Associate Director Janis Medysky reviewed the SCDSB staff report regarding the ARC 2013:01. In her presentation, she discussed the background and process for ARC 2013:01, factors considered when creating the SCDSB staff report and the eight staff recommendations regarding the ARC 2013:01.

Associate Director Medysky acknowledged the contributions of the ARC who helped develop the staff recommendations and she thanked ARC members for the hard work.

This report was provided as information.

**FUTURE BUSINESS OF THE BOARD AND ADJOURNMENT**

Business and Facilities Standing Committee Budget Meeting – April 16, 2013 at 6:00 p.m. – Roy Edwards Room

Joint Business and Facilities Standing Committee & Special Education Advisory Committee Budget Meeting – April 16, 2014 at 7:00 p.m. – Roy Edwards Room

Parent Involvement Committee Meeting – April 22, 2014 at 6:00 p.m. – Georgian Room

Regular Meeting of the Board – April 23, 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)

Special ARC Board Meeting – April 29, 2014 at 6:00 p.m. – Roy Edwards Room

**MOTION TO ADJOURN**

Moved by Suzanne Ley  
Seconded by Christine Williams

That the meeting be adjourned at 7:25 p.m.

CARRIED

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

FROM: The Secretary

SUBJECT: **MINUTES OF THE SPECIAL MEETING OF THE  
BOARD HELD APRIL 29, 2014**

A Special meeting of the Simcoe County District School Board was held on Tuesday, April 29, 2014 at the Education Centre.

**A. (1) Roll Call**

**PRESENT:**  
**Trustees**

Donna Armstrong (fulfilling the role of Chairperson), Peter Beacock, Nicole Black, Debra Edwards, Suzanne Ley (fulfilling the role of Vice-chairperson), Michele Locke, Jodi Lloyd, Krista Mayne, Amanda Monague, Caroline Smith.

**REGRETS:**  
**Trustee**

Robert North, Christine Williams.

**PRESENT:**  
**Student Trustees**

Brandon Amyot, Patrick Whitten, Cheryne Winstanley-Hayes.

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

Chairperson Peter Beacock declared a conflict of interest due to the fact that he owns property in Penetanguishene and, therefore, vacated the Chair and removed himself from the board table for the evening.

Vice-chairperson Michele Locke indicated that she would be stepping down from chairing the meeting tonight so that she can focus on the presentations, and participate fully in discussions that will take place prior to making a decision at the June 3, 2014 Special Board meeting. She also indicated that she would step down from chairing the June 3<sup>rd</sup> Special Board meeting.

Director Wallace then conducted the elections for the position of Chairperson for the evening.

Moved by Nicole Black  
Seconded by Suzanne Ley

That Trustee Donna Armstrong fulfill the role of Chairperson for the evening.

Trustee Armstrong indicated that she would stand. There being no further nominations, Trustee Armstrong was acclaimed as Chairperson for the evening. Trustee Armstrong assumed the Chair at this time.

Moved by Nicole Black  
Seconded by Krista Mayne

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

Trustee Ley indicated that she would stand. There being no further nominations, Trustee Ley was acclaimed as Vice-chairperson for the evening. Trustee Ley assumed the Vice-chair at this time.

**(2) Approval of Agenda**

Moved by Nicole Black  
Seconded by Krista Mayne

That the Agenda be approved as printed.

CARRIED

**(3) Declaration of Conflicts of Interest**

Chairperson Beacock declared a conflict of interest as indicated earlier in the evening.

Chairperson Armstrong welcomed everyone to the Special Accommodation Review Committee Board meeting regarding the Midland Secondary/Penetanguishene Secondary School. Chairperson Armstrong explained that the meeting is to hear ten delegations and provided an overview of how the meeting would proceed. She further stated that trustees would consider everything they have heard and received and will further take time for discussion and deliberation on the proposed recommendations at the Special Board meeting on June 3, 2014.

**B. (4) Delegations**

1. Mayor Gord McKay
2. Bill Irwin
3. Lynn Morton
4. Elise Holt
5. Mayor Gerry Marshall
6. Tracy Mitchell-Ashley
7. Georgia Grundmanis and Carly Gardiner
8. Gerard Desroches
9. Diana Dorion
10. Benjamin Bestvater

Following the presentations, Chairperson Armstrong thanked the delegates for presenting their position on this very important issue. Trustees appreciate the commitment and efforts in presenting their views related to this accommodation review.

**C. FUTURE BUSINESS OF THE BOARD AND ADJOURNMENT**

Excellence in Education Evening – May 6, 2014 at 7:00 p.m. – Roy Edwards Room

Business and Facilities Standing Committee Meeting – May 7, 2014 at 6:00 p.m.

Roy Edwards Room

Special Education advisory Committee Meeting – May 12, 2014 at 7:00 p.m.

Georgian Room

Human Resources Standing Committee Meeting – May 14, 2014 at 6:00 p.m.

Roy Edwards Room

Program Standing Committee Meeting – May 14, 2014 following Human Resources

Standing Committee Meeting – Roy Edwards Room

Character Education Awards Night – May 15, 2014 at 6:00 p.m. - Roy Edwards Room

Parent Involvement Committee Meeting – May 20, 2014 at 6:00 p.m. - Georgian Room

Accessibility Advisory Committee Meeting – May 26, 2014 at 10:00 a.m. -

Georgian Room

Regular Meeting of the Board – May 28, 2014 at 6:00 p.m., followed immediately by the

Committee of the Whole in Closed Session (Georgian Room), Public Session will

resume at 7:00 p.m. (Roy Edwards Room)



**MOTION TO ADJOURN**

Moved by Michele Locke  
Seconded by Krista Mayne

That the meeting be adjourned at 7:55 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, MAY 7, 2014**

The Business and Facilities Standing Committee met in Public Session on Wednesday, May 7, 2014, at the Education Centre.

**PRESENT:**

**Committee Members** Donna Armstrong, Peter Beacock, Debra Edwards, Jodi Lloyd (Chairperson), Krista Mayne, Amanda Monague, Robert North (Vice-Chairperson), Caroline Smith.

**Electronic Participation** Nicole Black.

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

**Staff** Alison LaMantia, Steve Parker.

**REGRETS:**

**Committee Members** Suzanne Ley, Michele Locke, Christine Williams.

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

**Recording Secretary** Lorraine Ryder.

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

**Approval of the Agenda**

**MOTION**

Moved by Krista Mayne  
Seconded by Caroline Smith

That the agenda be approved as printed.

CARRIED

**Declaration of Conflicts of Interest** - Nil

## **MOTION**

Moved by Peter Beacock  
Seconded by Caroline Smith

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

CARRIED

The Business and Facilities Standing Committee reconvened in public session at 6:55 p.m.

## **Presentations/Delegations**

### **1. Technology Renewal Update**

John Dance, Superintendent of Facility Services introduced Robert Emptage, Technology Education Consultant of Emptage and Associates and Steve Parker, Manager of Design and Construction. Consultant Emptage and Manager Parker presented a PowerPoint presentation on the progress of the Technology Renewal Project and provided a brief overview on technology programs, phases of the renewal, technology facilities revitalization, new technology equipment and software, teacher professional development, curriculum development, and partnerships and sustainability.

Superintendent Dance thanked Consultant Emptage and staff in Facility Services and Business Services for their work in this project. Superintendent Dance will provide trustees with a copy of the PowerPoint presentation.

Consultant Emptage and Superintendent Dance responded to questions from the trustees at this time.

## **Items for Decision**

Trustee Edwards declared a conflict of interest regarding a portion of the 2014-2015 Proposed Budget under the elementary teachers' federation section.

### **1. 2014-2105 Proposed Budget (BF-D-1)**

Brian Jeffs, Superintendent of Business Services expressed his appreciation and thanks to Corry Van Nispen, Controller and Karen Côté, Assistant Manager of Budget and Financial Reporting, as well as Business Services staff, superintendent colleagues and the director of education for their assistance in the preparation of the 2014-2015 Proposed Budget.

Superintendent Jeffs presented a PowerPoint presentation which provided a four year summary of the following:

- Enrolment;
- Relevant, Purposeful Learning Supporting High Achievement, Well-Being and Learning for Life;
- Inclusive, Equitable and Safe Learning and Working Environments;
- Confidence in Public Education;
- Responsible Stewardship of Resources.

Superintendent Jeffs presented the highlights of the 2014-2015 budget which included the following:

- Restructuring of Multi-Disciplinary Teams;
- Year 2 of French Immersion;
- Continued investment in Technology Renewal;
- Principal of Innovation;
- \$1M investment in iPads for schools;
- \$1.8M to address septic issues in schools;
- 11 IRT's to support innovation and technology;
- \$150,000 investment to support the Arts;
- Investment for improved connectivity.

Superintendent Jeffs will provide trustees with a copy of the PowerPoint presentation.

#### Balanced Budget Compliance

Superintendent Jeffs provided a brief overview of the Balanced Budget Compliance. The proposed budget is compliant with all regulatory and contractual obligations of the board and is balanced according to the definition of a balanced budget for schools.

Superintendent Jeffs responded to questions from trustees at this time.

#### Revenue and Enrolment

Superintendent Jeffs provided an overview of Revenue and Enrolment and provided the rationale for the increases and decreases in each category. The Average Daily Enrolment (ADE) is projecting a decline of approximately 235 students in the Secondary Panel and an increase of approximately 3,765 students in the Elementary Panel.

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

#### Operating Expenses

Superintendent Jeffs provided an overview of the Operating Expenses which are resulting in a 2.6% increase.

Superintendent Jeffs responded to questions from trustees at this time.

#### Debt Carrying Costs For Existing Capital Debentures and Loans

Superintendent Jeffs commented that the board is working on managing the sinking fund by putting aside funds on an annual basis to apply to the sinking fund. The province recognizes and supports the debt of the board based on approved expenditures presented in the board's capital wrap up template.

#### Capital Expenditures

Superintendent Jeffs provided a brief overview of the Capital Expenditures and indicated that two projects to date have not received formal funding therefore a dollar amount is not indicated on the schedule. Information will be provided to the Board when it becomes available and will also be reflected in the revised estimates.

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

### **MOTION**

Moved by Robert North  
Seconded by Krista Mayne

That the Business and Facilities Standing Committee recess at this time.

CARRIED

### **Capital Expenditures – Annual Renewal**

Superintendent Jeffs reviewed the annual renewal portion of the capital expenditures.

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

### **Accumulated Surplus (Available for Compliance)**

Superintendent Jeffs commented that this section outlines what the board projects to be available as of August 2014 and sets up the opening balance for next year.

### **Deferred Revenue**

Superintendent Jeffs provided a brief overview of the Deferred Revenue and indicated that this information will set up the opening balance for the 2014-2015 budget.

### **Permanent Staff Complement and Compensation**

This schedule was reviewed and discussed at the April 16, 2014 Business and Facilities Standing Committee. Superintendent Jeffs highlighted revisions that were made to this schedule after the April 16 meeting and provided the rationale for the increase or decrease in each change.

As requested from the April 16, 2014 meeting, Superintendent Jeffs provided further clarification on the rationale for the reallocation of 0.5 FTE staff from the Orillia Learning Centre to the Midland Learning Centre. The reallocation is a result of reporting adjustments and not to actual changes in the FTE allocation.

### **Detail of Other Expenses (Non-Compensation)**

Superintendent Jeffs provided a detailed overview of the Details of Other Expenses. The total Other Expenses for 2014-2015 will decrease by approximately 1%.

Superintendent Jeffs, Director Wallace and Superintendent Dance responded to questions from trustees at this time.

School Basic Budget

Superintendent Jeffs provided an overview of the School Basic Budget. The board is in year two of a three year phase in of the new school basic budget model that was first introduced in the 2013-2014 school year.

Superintendent Jeffs responded to questions from trustees at this time.

Supplementary Grant Programs

Superintendent Jeffs reviewed the supplementary grant program schedule which showed the grants announced to date. The balance of the grants will be announced later in the year and a revised schedule will be provide to the table when additional information is received.

Superintendent Jeffs responded to questions from trustees at this time.

Early French Immersion

Superintendent Jeffs commented that this schedule was requested by the Board last year and that the current schedule is provided for information. The values presented in this schedule are imbedded in portions of the Operating Expenses and Schedule 2 that were discussed earlier this evening.

**MOTION**

Moved by Peter Beacock  
Second by Robert North

***#BF-2014-05-07-37***

That the Business and Facilities Standing Committee recommend that the Board approve the 2014-2015 Proposed Budget, as set out in APPENDIX A and APPENDIX B of Report No. BF-D-1, 2014-2015 Proposed Budget, dated May 7, 2014.

Trustee Edwards requested a recorded vote at this time and then withdrew her request.

Vice-Chairperson Robert North requested a recorded vote at this time.

**YEAS**

Donna Armstrong  
Peter Beacock  
Nicole Black  
Jodi Lloyd  
Krista Mayne  
Amanda Monague  
Robert North

**NAYS**

Nil

**ABSTAINED**

Debra Edwards  
Caroline Smith

CARRIED

### **Items for Information**

1. **Attendance Area Change: Minesing Central Public School and Portage View Public School (BF-I-1)**

Superintendent Dance provided an overview of the report. Black Creek Estates was transferred from the Minesing Central Public School catchment area to Portage View Public School due to enrolment pressures and capacity restrictions with the private septic system at Minesing Central. It was agreed that students of families that purchased vacant lots in Black Creek Estates prior to the septic restrictions and the closure to out of area requests, could remain at Minesing Central Public School. All new students will attend Portage View Public School.

This report was provided for information.

2. **Contract Awards Within Approved Budget (BF-I-2)**

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

This report was provided for information.

3. **Communications Audit Results (BF-I-3)**

Kathryn Wallace, Director of Education invited Alison LaMantia, Manager of Communications to present the communications audit results. The communications department conducted a communications audit during the 2013-2014 school year. Manager LaMantia reviewed the nine audit recommendations that stemmed from the audit. The results will help guide the work of the communications department for the next three to five years.

Manager LaMantia responded to questions from trustees at this time.

This report was provided for information.

### **Correspondence** – Nil

### **Other Matters**

1. Trustee Monague referenced the policy on naming of a school, specifically the forming of a naming committee, and inquired if there should be a review to ensure that there is appropriate representation on future naming committees. Chairperson Lloyd indicated that a trustee could bring forward a notice of motion if they wanted a policy reviewed.

### **Notices of Motion for Next Meeting** - Nil

**MOTION**

Moved by Peter Beacock  
Seconded by Robert North

That the meeting be adjourned at 9:50 p.m.

CARRIED

**RECOMMENDATION**

That the Board approve the 2014-2015 Proposed Budget, as set out in APPENDIX A and APPENDIX B of Report No. BF-D-1, 2014-2015 Proposed Budget, dated May 7, 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: Director of Education

SUBJECT: **POLICY NO. 2186, DIRECTOR OF EDUCATION PERFORMANCE  
REVIEW AND PROCEDURE (APPENDIX A TIMELINES)**

1. **Background**

At the November 27, 2013 Board meeting, trustees approved the adoption of a Director of Education Performance Review Policy and Procedure. A Special Board meeting took place on March 24, 2014 to discuss the next step in the development of a Director of Education evaluation process. At that meeting, it was requested that a document be developed as an APPENDIX to Policy No. 2186 which would outline timelines involved in the evaluation process.

2. **Current Status**

APPENDIX A outlines the timelines for the evaluation process. This information will be included as an appendix to Policy 2186, Director of Education Performance Review and Procedure, attached as APPENDIX B.

**RECOMMENDATION**

That the Board approve APPENDIX A of Report No. D-5-a, Policy No. 2186, Director of Education Performance Review and Procedure (APPENDIX A Timelines), dated May 28, 2014, and that the information is included as part of the policy.

**Respectfully submitted by:**

Kathryn Wallace  
Director of Education

## **Director of Education Performance Review Process Timelines**

### **August Board Meeting (Closed Session)**

The Director will present a proposed work plan. After a discussion with the Board, a work plan that will reflect key priorities and goals set for the Director of Education will be mutually agreed upon. The evidence and indicators that will be used will align with the Board's Strategic Plan and Board Improvement Plan and reflect leadership practices described in the System-level Leadership of the Ontario Leadership Framework, as well as the Director of Education's Job Description.

### **May Board Meeting (Closed Session)**

A presentation by the Director of Education will reflect the evidence of the specific strategies used to achieve the goals, the indicators of goal implementation and the results achieved.

A full discussion of only the board of trustees will then take place at this same meeting to provide feedback to the Chair and Vice-chair on the information provided as part of the presentation. A report summarizing this discussion will be prepared by the Chair and Vice-chair reflecting the consensus of the whole board.

The board will also discuss suggestions for further key future priorities and goals for the Director of Education from their perspective as a board.

### **June Board Meeting (Closed Session)**

The Chair and Vice-chair will present their report for approval at this meeting of the Closed Session of the Board.

A meeting between the Chair, Vice-chair and the Director to discuss the performance review will then occur in a timely manner following the board meeting.

### **August Board Meeting (Closed Session/Public Session)**

The performance review report will be brought forward. Trustees will rise and report on the completion of the performance review.

**BOARD ADMINISTRATION 2100****DIRECTOR OF EDUCATION 2186**  
**PERFORMANCE REVIEW AND PROCEDURE****1. Rationale**

Whereas the Simcoe County District School Board believes a mutual understanding of the performance outcomes expected of the Director of Education leads to effective policy and implementation and achievement of Board goals and,

the Ministry of Education has directed that school boards conduct an evaluation of the performance of the Director of Education (*Education Act 169.1(1)*).

**2. Purpose**

An effective performance review of the Board's Director of Education will:

- Strengthen the organization, making it more cohesive, viable, accountable and proactive in serving the needs of students and the broader school board community;
- Provide a mutual learning opportunity to affirm successful practices and to improve areas of identified needs;
- Reflect a continuous results-oriented and improvement focus for both the Director of Education and the school board;
- Provide a structured opportunity for the Director of Education to receive feedback and concerns in a timely and supportive way to facilitate resolution.

**3. Policy**

It is the policy of the Simcoe County District School Board to:

- Ensure accountability for the effective leadership and management of the school system and the effective implementation of its Multi-Year Strategic Plan and Board Improvement Plan.
- Reflect the goals of the Board's Multi-Year Strategic Plan, and the leadership practices described in the System-level Leadership Framework of the Ontario Leadership Framework and other goals as mutually agreed by both the Board and the Director of Education.
- Provide the Director of Education with concrete feedback from the elected board on his/her performance to be used for his/her personal development in the role.

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**4. Guiding Principles**

The Simcoe County District School Board supports the following guiding principles for the Performance Review process for the Director of Education:

- Characterized throughout by transparency and open communication, balanced by professional confidentiality and respect for all parties;
- Highlights the key role of the Director as the Chief Education Officer for the District to enhance student achievement and success for all children.
- Recognizes that the Director is the Chief Executive Officer. The Director is held accountable for work performed primarily by other staff.
- Emphasizes the need for and requires the use of qualitative and quantitative evidence for evaluation purposes.
- Aligned with the leadership practices described in the System-level Leadership Framework of the Ontario Leadership Framework, the Director of Education's job description as well as the board's Multi-Year Strategic Plan and Board Improvement Plan.
- Provides a mutual learning opportunity to affirm successful practices and to improve areas of identified need.

**5. Key Process Elements**

The Simcoe County District School Board Performance Review Process will:

- Comply with Ministry of Education requirements.
- Will conclude with a written report, approved by the Board and based on the agreed evidence (data) gathered and includes area(s) for focus and/or improvement.
- Be based on mutual agreement or as determined by the Board on the following::
  - The areas to be assessed based on the goals of the board's Multi-Year Strategic Plan, the Board Improvement Plan, and the leadership practices described in the System-level Leadership Framework of the Ontario Leadership Framework and other goals as mutually agreed by both the Board and the Director of Education.
  - The specific evidence of strategies to achieve goals and indicators of goal implementation.
  - An effective process for discussing and resolving any disagreement between the Board of Trustees and the Director of Education on the process or the written report.
  - Respect the need for professional confidentiality.

**BOARD ADMINISTRATION 2100**

**DIRECTOR OF EDUCATION 2186**  
**PERFORMANCE REVIEW AND PROCEDURE**

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**6. Performance Review Process and Timelines**

- 6.1 The Chair of the Board will coordinate the performance review process and develop timelines mutually agreed by the Board and the Director of Education or as determined by the Board.
- 6.2 The Process will include:
  - 6.2.1 A presentation of a work plan which will reflect the mutually agreed-upon key priorities and goals set for the Director of Education. The evidence and indicators that will be used will align with the Board's Strategic Plan and Board Improvement Plan and reflect leadership practices described in the System-level Leadership of the Ontario Leadership Framework, as well as the Director of Education's Job Description.
  - 6.2.2 A presentation by the Director of Education in a Closed Session of the Board will demonstrate the evidence of the specific strategies used to achieve the goals, the indicators of goal implementation and the results achieved.
  - 6.2.3 A discussion by the full Board will provide the results of the performance review report. At the same meeting, the Board will make suggestions regarding the key future priorities and goals for the Director of Education from their perspective as a Board.
  - 6.2.4 The Chair and Vice-chair will prepare a report that summarizes the information from the Board discussion reflecting the consensus of the whole Board.
  - 6.2.5 The report prepared by the Chair and Vice-chair will be presented for approval at the next meeting of the Closed Session of the Board.
  - 6.2.6 A meeting between the Chair, Vice-chair and the Director of Education to discuss the performance review will then occur in a timely manner following the Board meeting.
  - 6.2.7 The performance review report will then be brought forward to the next Closed Session of the Board. Trustees will rise and report on the completion of the performance review.

BOARD ADMINISTRATION 2100

DIRECTOR OF EDUCATION 2186  
PERFORMANCE REVIEW AND PROCEDURE

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**7. Confidentiality**

To ensure that the process is governed by mutual trust and a genuine concern for improvement in one's work, the data used and the review will remain highly confidential. Copies of the performance appraisal report will be restricted to the Director of Education and their personnel file.

*References:*

*Education Act*

*The Ontario Leadership Framework 2013*

**ADOPTED NOVEMBER 27, 2013**

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

FROM: Superintendent of Business Services

SUBJECT: **Harriett Todd Public School – Replacement Child Care Spaces**

**1. Background**

In June 2013, the Simcoe County District School Board requested a revised approval for capital funding to support the replacement of child care spaces from Orillia Park Street Collegiate to Harriett Todd Public School, as requested in Ministry Memorandum 2012:B3.

**2. Current Status**

The Board has received approval from the Ministry of Education to fund the 10 Orillia child care spaces at Harriett Todd Public School that were previously located at Orillia Park Street Collegiate. The budget provided for this project is \$475,266.

Construction is expected to occur during the summer of 2014 after the tender process has been completed.

**RECOMMENDATION**

That the Board approve to proceed with the Harriett Todd Public School – Replacement Child Care Spaces, as set out in Report No. D-5-b, Harriett Todd Public School – Replacement Child Care Spaces, dated May 28, 2014.

**Respectfully submitted by:**

Brian Jeffs  
Superintendent of Business Service

**Approved for submission by:**

Kathi Wallace  
Director of Education

May 28, 2014

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 MARCH 17, 2014**

The regular meeting of the Special Education Advisory Committee was held on Monday, March 17, 2014 at the Education Centre.

**A. Roll Call**

**PRESENT:**

**SEAC Members**

Donna Armstrong (Trustee), Susan Clough, Sue Downing, James Hall, Laura LaChance (Vice-Chairperson), Kim Latour, Arlene McCaw, Sari Russell, Yana Skybin, Caroline Smith (Chairperson).

**SEAC Alternates**

Kevin Berry, Rose-Ann Marchitto (Acting Member), Ceci Vasoff.

**Staff**

Sue Ducau, Mike Giffen, Connie Gray, Brian Jeffs, Janis Medysky, Sally Potts, Chris Samis, Shannon Thompson, Corry Van Nispen.

**REGRETS:**

**SEAC Members**

Jodi Lloyd.

**Recording Secretary**

Tina Bazuk.

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

**(1) Welcome**

(a) Introductions

Chairperson Smith welcomed committee members and staff members and shared regrets for the evening.

(b) SCDSB Special Education Statement of Beliefs

SEAC member Kim Latour read the Statement of Beliefs.

**(2) Approval of Agenda**

Section A. item (3) (a) Regular Committee Meeting held February 14, 2014 was revised to February 24, 2014.



Moved by Laura LaChance  
Seconded by Susan Clough

That the agenda be approved as revised.

CARRIED

**(3) Approval of Minutes**

(a) Minutes of the Regular SEAC Meeting held February 24, 2014

Moved by Rose-Ann Marchitto  
Seconded by Arlene McCaw

That the minutes be approved as written.

CARRIED

**B. Presentations**

**(1) SEAC - Nil**

**(2) Staff**

(a) FDEL-K Project

Chris Samis, Superintendent of Education, introduced Sue Ducau, FDEL-K Program Consultant for Special Education, who presented the vision of the Full Day Early Learning – Kindergarten (FDEL-K) project and the self directed play-based model.

Program Consultant Ducau provided a brief overview of the Collaborative Inquiry and the focus on strengthening self-regulation skills through oral language development, as well as building capacity of FDEL-K teams to program for students with special education needs.

Superintendent Samis and Program Consultant Ducau responded to questions from SEAC at this time.

(b) Preliminary Budget Overview

Brian Jeffs, Superintendent of Business Services, advised that the Joint SEAC/Business and Facilities Standing Committee meeting will be held on April 16, 2014.

Superintendent Jeffs provided an overview of the political and economic framework that the Simcoe County District School Board (SCDSB) is currently operating in. Superintendent Jeffs noted that the government has not revised the public expectations to balance the Ontario budget by 2017-2018, despite a shortfall of Gross Domestic Product (GDP) by approximately 2%.

Superintendent Jeffs reported that the Ministry of Education's Technical Paper should be released at the end of March, which will enable staff to prepare the proposed 2014-2015 budget. The expectation is that the release of the Technical Paper will come in advance of the provincial budget being tabled.

Corry Van Nispen, Controller, presented on the 2014-2015 Special Education budget development process, funding sources, projections and next steps.

Superintendent Samis, Superintendent Jeffs and Controller Van Nispen responded to questions from SEAC at this time.

Superintendent Samis agreed to bring further clarification regarding average daily enrolment (ADE) and the formula for special education funding and whether it is based on the number of students in special education classes or the total number of students with IEP's.

Chairperson Smith clarified that special education students in a regular classroom will receive the same per pupil amount as all students in addition to funding through special education grants. Superintendent Jeffs noted this was correct.

The budget documents going forward to Business and Facilities Standing Committee on April 2, 2014 in public session will be forwarded to SEAC members as soon as available prior to the April SEAC meeting.

(c) Understanding Special Education Budget Follow-Up

Superintendent Samis provided a report as a follow-up to the February 24, 2014 SEAC presentation and discussion on the process of developing the SCDSB's Special Education Budget for the 2014-2015. The report is based on an assumption that the funding allocation will be reduced by 1 - 2%.

Superintendent Samis provided an overview of the 2014-2015 priorities relating to special education and the goals and objectives from the Board Improvement Plan for Student Achievement and Well-Being.

As per previous years, the 2014-2015 projected Special Education budget allocates nearly 96% of funding towards costs associated with staffing, including school-based as well as centrally assigned staff to ensure that students with special education needs have maximum opportunity for success, both academically and socio-emotionally.

Superintendent Samis responded to questions from SEAC at this time.

**C. Items for Decision**

**(a) Inclusionary Practices Sub-Committee**

A SEAC procedural motion regarding the creation of a sub committee to review the inclusionary processes of SCDSB was tabled and passed at the February 24, 2014 SEAC meeting.

The following SEAC members expressed interest in participating in the sub committee: Yana Skybin, Sue Downing, Kim Latour, Kevin Berry and Laura LaChance. The sub committee will meet on Monday, May 12, 2014 at 5:00p.m. prior to SEAC and Laura LaChance will forward information in advance.

**D. Items for Information**

**(1) SEAC Member Reports**

**Autism Ontario – Simcoe County Chapter:**

Autism Ontario is celebrating Autism Awareness Day on April 2, 2014. The campaign is titled “Raise the Flag” and they are promoting wearing red in support of Autism. The tag line is “Raise, Respect and Realize”

Superintendent Samis requested that additional information be forwarded to him by the member of Autism Ontario to be then distributed to the school system as information.

**Down Syndrome Association of Simcoe County:**

World Down Syndrome Day is scheduled for March 21, 2014 and the celebration is taking place at Parliament Hill.

**(a) Regulation 464/97 – Special Education Advisory Committees**

Chairperson Smith provided an overview of *Regulation 464/97 – Special Education Advisory Committee*.

**(2) Staff Reports**

**(a) SEAC Brochure**

Superintendent Samis provided SEAC members with a draft copy of the new SEAC brochure and requested input.

Several suggestions were noted and will be incorporated into the brochure prior to approval.

Staff will look into the possibility of adding a QRL code to the brochure and will add the SEAC Statement of Beliefs to the SCDSB public website with a link through the brochure.

**MOTION**

Moved by Donna Armstrong  
Seconded by Sue Downing

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

CARRIED

*Susan Clough left the meeting at this time.*

(b) Mental Health Multi-Year Plan Follow-up

At the February 24, 2014 SEAC meeting, members requested the opportunity to be consulted in the creation of the Mental Health Multi-year plan as they could provide valuable input and guidance.

Superintendent Samis provided members with a series of questions to review with their local associations prior to the meeting. The questions focus on the type of support each respective association could provide for Mental Health initiatives in the SCDSB. A number of members brought feedback forward to share with the Mental Health working group. Information will be forwarded to Tina Bazuk, Executive Assistant, for collation.

The Mental Health Multi-Year plan is ongoing and is up-dated on a yearly basis.

Superintendent Samis responded to questions from SEAC at this time.

(c) Parent Information Fair

Sally Potts and Mike Giffen, Principals of Special Education, provided a brief update on the success of the Parent Information Fair hosted by the Children's Treatment Network on Tuesday, February 25, 2014. Parents were able to receive valuable information regarding special education and make connections with the SCDSB and various associations across Simcoe County.

Members inquired regarding SCDSB hosting an open house for all exceptionalities and partnering with different associations across the community to provide parents with valuable resources and information. Superintendent Samis agreed to investigate the possibility of SEAC participating with the Parent Involvement Committee in the Circle of Learning conference next year.

**(3) Committee Reports**

(a) Information Session – Special Education Plan Update

Sue Downing provided a brief update on the Special Education Plan information session that was held prior to the SEAC meeting. Reviewing the 2013-2014 Plan along with plans from other school boards allowed for great discussion. Members agreed that "inclusion" needed to be defined at the beginning of the plan and were asked to bring definitions to the next information session. The next meeting will take place at 5:00 p.m. prior to the April SEAC meeting.

Superintendent Samis agreed to distribute links to other school board's Special Education Plans to SEAC members for their information.

**(4) Links to Board Reports**

(a) [February 26, 2014 – Board Meeting](#)

**E. Correspondence - Nil**

**F. Other Matters**

1. Superintendent Samis provided SEAC members with a copy of the survey developed for SEAC with regard to the county class review. The review is designed to provide valuable information and input from a wide variety of stakeholders including students, parents, staff, SEAC, as well as community partners. A Clicker 5 version has been developed to support students that require the use of Assistive Technology. If the student is unable to use clicker, then they may access a scribe or Kurzweil to complete the survey.

The SEAC survey was designed to differentiate community agencies and parent associations represented around the SEAC table. Superintendent Samis agreed to modify the surveys to allow individuals to complete the survey for both elementary and/or secondary schools separately. The revised survey will be sent to SEAC members once modifications are complete. All surveys will be live from March 31 – April 18, 2014.

2. Laura LaChance advised SEAC that the next meeting date of April 14, 2014 falls on a religious holiday therefore must be rescheduled. Proposed date options will be considered and sent to SEAC members as soon as possible.

**G. Notices of Motion for Next Meeting - NIL**

**H. Adjournment**

Moved by Kim Latour  
Seconded by James Hall

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

CARRIED

The next meeting date is to be determined.

**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

May 28, 2014

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 MARCH 25, 2014**

A meeting of the Parent Involvement Committee was held on Tuesday, March 25, 2014 at the Education Centre.

**PRESENT:**

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

**Trustee**

**Representatives:** (Non-voting)  
Suzanne Ley, Krista Mayne.

**Administration & Staff**

**Representatives:** (Non-voting)  
Rita England (Recorder), Jackie Kavanagh, Alison LaMantia,  
Peter McLean, Jane Seymour.

**ABSENT:**

**REGRETS:** Michelle Hunter, Gillian Millar.

**GUEST(S):** Peter Beacock, Joanne Kaattari-Wells, Chris Samis, Patrick Whitten,  
Cheryne Winstanley-Hayes.

1. **Welcome**

Chairperson Marjorie Dowdell called the meeting to order at 6:10 p.m. and welcomed guests: Chris Samis, Superintendent of Education, Student Trustees Patrick Whitten and Cheryne Winstanley-Hayes, Chair Peter Beacock and Joanne Kaattari-Wells.

Chair Dowdell expressed regrets on behalf of committee member Gillian Miller and Michelle Hunter who were unable to attend due to previous commitments.

Chair Dowdell informed the committee that Tanya Nabuurs has stepped down from the committee due to family commitments. The Committee thanked Tanya for her commitment to the PIC over the years.

**2. Approval of Agenda**

Chairperson Dowdell asked the committee for approval of the agenda.

Moved by Jennifer Johnson  
Seconded by Julianna Lerch

That the agenda be accepted as printed.

CARRIED

**3. Approval of February 18, 2014 Minutes**

Chair Dowdell asked for approval of the minutes.

Moved by David O'Brien  
Seconded by Jennifer Johnson

That the minutes of the February 18, 2014 meeting be accepted as printed.

CARRIED

**4. Special Education**

Superintendent Chris Samis provided an overview of Special Education in Simcoe County entitled Special Education – The Changing Landscape. A handout was provided; as well as a video presented from the World Downs Syndrome Day.

<http://m.youtube.com/watch?v=Ju-q4OnBtNU>

Superintendent Samis presented information on: the Ministry of Education's goals, SCDSB Multi-Year Plan, Special Education Multi-Year Plan, the role of schools, parents and community partners, the role of technology in supporting students with special education needs, autism and student achievement, measuring success with special needs students and the PIC's role in supporting students with special education needs.

Superintendent Samis explained that at the end of the day every student has the right to be successful in our schools. The role of the PIC and parents is to set high expectations for all children and to partner with schools in their children's education. Superintendent Samis commented that with the use the technology students can overcome many challenges.

Discussion ensued and Superintendent Samis responded to questions from the committee, and made suggestions to committee members about working through the special education process.

Chair Dowdell thanked Superintendent Samis for his informative presentation.

5. **Ally Campaign**

Chair Dowdell introduced Student Trustees Patrick Whitten and Cheryne Winstanley-Hayes who provided an overview on the role of the student trustees.

<http://www.scdsb.on.ca/Board/Pages/Student-Trustees.aspx>

This year's Student Senate have taken on an Anti-Homophobia campaign working toward eliminating homophobia and promoting diversity and equity in schools.

Student Trustees Whitten and Winstanley-Hayes presented a video clip entitled "That's So Gay – So Yesterday", and spoke on the ALLY Conference held on October 8, 2013 at the OELDC in Orillia, to build awareness of homophobia in schools and develop strategies to promote equity. The Equity in Action Symposium was held in February 25 2014, and was attended by students from five school boards who explored issues of equity and inclusivity.

The committee thanked the student trustees for their fantastic work in the area of promoting diversity and equity. Trustees Suzanne Ley and Krista Mayne commented on the importance of student trustees and their valuable input at the board table.

Chair Dowdell thanked the student trustees for their presentation.

6. **Minister's Fifth Annual PIC Symposium Update – April 25 – 26, 2014**

Chair Dowdell provided the committee with information on the Minister's Fifth Annual PIC Symposium on April 25 and 26, 2014. The Ministry is funding this event and has requested two Parent Involvement Committee members attend this yearly conference.

Chair Dowdell informed the committee that at the committee's request, a random draw process of PIC members interested in attending the symposium was held. Donna DaSilva was chosen to attend the Minister's PIC Symposium along with Chair Dowdell.

A verbal report will be brought back to the committee in May.

7. **System School Council Meeting Planning for May 5, 2014, and for the Fall of 2014 - Supporting School Councils**

Superintendent Jackie Kavanagh and the committee discussed potential formats for System School Council meetings for the 2014-2015 school year. The goal is to support School Councils in their role.

Superintendent Kavanagh reported that Dr. Sandra Sangster, Manager of Research and Evaluation will create a survey to be sent to school councils and school council chairs to determine what school councils are looking for to engage their parents and what the PIC and the board could do to better support school councils.

The committee discussed possible reasons why parents are not engaged and not attending school council functions.



Discussion ensued regarding the May 5, 2014 System School Council Members' Meeting. Alison LaMantia will provide a presentation on PRO Grants and Patrick Miller, SEF Lead or John Dance, Superintendent of Facilities Services will speak about PowerSchool.

**8. Update from Staff**

- a) PIC Meeting Dates for 2014 – 2015 – Superintendent Kavanagh spoke to the handout which included the PIC meeting dates for 2014 – 2015. The Georgian Room has been booked again for next year, with meetings commencing at 6 p.m.

Communications Manager LaMantia suggested that hosting System School Council Meetings and the Circle of Learning in area high schools rather than at the Education Centre could be a better use of money and resources and may encourage parents to attend more PIC organized functions.

Committee members discussed trying a new approach to engage parents to come out to System School Council meetings. Suggestions included: holding meetings at various schools, touring schools, sharing unique programming/clubs and opportunities at the various schools. "Take the System School Council Meetings to the people."

The committee discussed PRO grants. Suggestions for a Regional PRO grant included: a grant to facilitate satellite meetings at various locations of Simcoe County; a PRO grant involving research regarding parent involvement in the education system - what are the barriers, by area; and a PRO grant for safe schools - different items of interest in every community i.e drugs, mental health, drugs, bullying.

Communications Manager LaMantia will lead the PRO Regional Grant initiative. A sub-committee was formed to address the application of a PRO Regional grant. The sub-committee will be led by Communications Manager LaMantia and committee members: Ken Boyington, Anita Johson-Ford, David O'Brien and Donna DaSilva. The sub-committee will bring back information to the committee and apply for a PRO grant.

- b) Family of Schools Meetings – A request was made to host a meeting at Hillsdale Elementary School, however it was determined that the application did not meet the criteria because it was not a family of schools event.
- c) High school Transition Project – Communications Manager LaMantia spoke on a PRO Regional grant that she had applied for entitled, A Parents' Guide to Highschool. This handbook provides a snapshot of what students and parents need to know before entering highschool.

Manager LaMantia presented a video "Transferring to High School".

[www.scdsb.on.ca/highschool](http://www.scdsb.on.ca/highschool).

- d) PIC Member Declaration of Interest – Chair Dowdell requested members declare their interest for next year's PIC committee. It was noted that presently two people from Areas 4 or 5 are required to make a full compliment of 12. A memo will be going out to the system requesting interested parents who are presently on school councils to apply for a position on the committee.
- e) Parent Engagement Kindergarten Project – Superintendent Kavanagh will meet with committee members: Julianna Lerch, Donna DaSilva, Ken Boyington, and Anita Johnson-Ford. The meeting was set for March 31, 2014 at 4:30 p.m.
- f) Dress Code Project – Superintendent Kavanagh requested a volunteer to work on a Dress Code Administrative Procedure Memorandum with Superintendent Paul Sloan. Jennifer Johnson volunteered to work with Superintendent Sloan on this initiative.

**9. Circle of Learning Committee Update**

Chair Dowdell and the Circle of Learning sub-committee updated PIC members on the progress of the Circle of Learning to date. Presently there are 168 registrants, the majority of which are elementary parents.

YMCA will be providing childcare for 24 children up to the age of 5. The Simcoe County Museum will be providing a full day program for 77 children aged 6 to 12 years of age at a cost of \$12 a student.

March 31, 2014 is the date for stuffing the Circle of Learning take home bags.

**10. Additional Updates/Future Agenda Suggestions - Nil**

**11. Adjournment**

Moved by Jennifer Johnson  
Seconded by Christine Bowman

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

The next regular meeting will be held on Tuesday, April 22, 2014, 6:00 p.m., Georgian Room at the Education Centre.

**12. 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

May 28, 2014

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 APRIL 22, 2014**

A meeting of the Parent Involvement Committee was held on Tuesday, April 22, 2014 at the Education Centre.

**PRESENT:**

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

**Trustee**

**Representatives:** (Non-voting)  
Suzanne Ley, Krista Mayne.

**Administration & Staff**

**Representatives:** (Non-voting)  
Rita England (Recorder), Jackie Kavanagh, Alison LaMantia,  
Peter McLean, Jane Seymour.

**REGRETS:** Sarah Huter, Gillian Millar.

**GUEST(S):** Michael Salvatori and Kathy Anstett.

1. **Welcome**

Chairperson Marjorie Dowdell called the meeting to order a 6:00 p.m. and welcomed guests Michael Salvatori, Chief Executive Officer and Registrar, Ontario College of Teachers and Cathy Anstett, External Relations Officer, Ontario College of Teachers.

2. **Approval of Agenda**

Chairperson Dowdell asked the committee for approval of the agenda.

Moved by David O'Brien  
Seconded by Jennifer Johnson

That the agenda be accepted as printed.

CARRIED

**3. Approval of March 25, 2014 Minutes**

Chair Dowdell asked for approval of the minutes.

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

That the minutes of the March 25, 2014 meeting be accepted as printed.

CARRIED

**4. Ontario College of Teachers Presentation**

Chair Dowdell introduced Michael Salvatori and Cathy Anstett, from the Ontario College of Teachers (OCT) who provided an overview of the mandate, standards and organization of the OCT. CEO Salvatori explained that the College has a duty to serve and protect the public interest.

CEO Salvatori reported that the OCT has 234,000 members in good standing and that the OCT is mandated to set ethical standards of the profession, inspire public confidence and evaluate credentials of teachers from other countries and other provinces of Canada.

CEO Salvatori spoke on the upcoming enhanced teacher education program which is moving to a two year model as of September 1, 2015 with a minimum of four semesters and increasing the practical teaching time with an experienced teacher from 70 days to 80 days. The goal is to ensure consistency throughout the province.

For detailed information please refer to the Ontario College of Teachers website:

[www.oct.ca](http://www.oct.ca)

CEO Salvatori and External Relations Officer Anstett responded to questions from PIC members regarding ongoing professional learning, public confidence, the complaint and discipline procedure, the role of the OCT and the College's role in looking after the public's interest in the education of their children.

Chair Dowdell thanked Michael and Cathy on behalf of the committee for their very informative presentation.

**5. Circle of Learning Debrief/Future Strategies**

Chair Dowdell, the Circle of Learning Sub-committee members and Superintendent Jackie Kavanagh debriefed the committee on the April 5th Circle of Learning.

Superintendent Kavanagh provided PIC members with a handout entitled "Circle of Learning-Yearly Cost Comparison" which reviewed the breakdown of the Circle of Learning expenditures over the last four years.

Chair Dowdell commented that although the Circle of Learning is a huge success every year in terms of parent satisfaction, the Circle of Learning does not draw a large crowd of parents for the costs incurred. This year the PRO grant assisted with the hiring of two guest speakers, purchasing math manipulatives for parents and providing scholarship textbooks for parents.

### Debrief

One hundred and twenty adults attended the Circle of Learning. The majority of parents had children enrolled in Simcoe County District School Board (SCDSB) elementary schools.

Seventy-nine children took advantage of the programming offered by the Simcoe County Museum and the YMCA. Both attendees and PIC staff were very satisfied with the services provided by the Simcoe County Museum and the YMCA staff.

Committee member Anita Johnson-Ford compiled the feedback from the Circle of Learning and spoke to the feedback provided by parents. The majority of parents attending the conference heard about the conference through their school newsletter or by the SCDSB website. The feedback was extremely positive.

PIC members discussed: how to reach more parents for the money spent, changing the date of the Circle of Learning, the need for descriptors for breakout sessions, "Circle of Learning Parent Academy" – Math with Trevor Brown, and how to engage parents in Simcoe County.

### Future Strategies:

Suggestions included:

- a) Changing the format to a Regional Circle of Learning, at various locations throughout the county to be supported by a PRO Regional Grant application.
- b) The booking of Trevor Brown in various locations "Joy of Mathematics."
- c) Regional evening sessions, eliminating childcare and lunch.

Chair Dowdell thanked the committee members for their assistance in making this annual event a success.

## **6. PRO Regional Grant Application**

Alison LaMantia reported that the PRO Regional Grant sub-committee met and suggested a different format for the Circle of Learning for 2015 which would include giving special consideration to a Circle of Learning that moves to multiple locations/highschools to target a larger portion of the parent population.

The committee proposed that during the 2014-15 school year, the PIC offers a series of sessions in different areas of the county: Fall, Early Spring and Late Spring. Each session would be repeated up to three times at different locations; locations to be selected to increase access to sessions for parents in all areas of the county. A session would include a main presenter, as well as relevant display booths or materials.

Sessions will be scheduled in the evening, as determined by the location organizing committee, and light refreshments provided. When possible, catering will be provided by school-based hospitality programs. Childcare would not be provided.

Communications Manager LaMantia explained that this proposal aligns with the Board's community outreach strategy and aligns with the Board's system goals.

Superintendent Kavanagh encouraged committee members who live in certain areas to take the lead in those areas and that with the new format of Circle of Learning Workshops a strong level of commitment is required by all PIC members.

Communications Manager LaMantia explained that the Communications department will work with principals and staff to coordinate locations and put together a proposal for the committee's consideration. Chair Dowdell will send out an email motion to the committee to be voted on.

#### **E-MAIL MOTION**

Moved by Marjorie Dowdell  
Seconded by David O'Brien

That the Parent Involvement Committee recommend that PIC agree to the format as developed by Alison LaMantia and the PRO Regional Grant subcommittee for the "Circle of Learning Parent Academy" PRO grant for the 2014/15 school year.

CARRIED

#### **7. System School Council Meeting Agenda - May 5, 2014** **- Planning for 2014 - 2015**

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Chair Dowdell provided draft handouts of the System School Council meeting and discussed the set up and presentation for the May 5<sup>th</sup>, System School Council Members meeting.

Chair Dowdell reminded PIC members to wear their blue PIC shirts to the System School Council Members meeting on Monday, May 5, 2014. The meeting commences at 6:30 p.m. in the Roy Edwards Room.

#### **8. Update from Staff**

- a) Communication Audit Results - Communications Audit Results – Manager of Communications Alison LaMantia provided a handout to the committee and shared the key findings from the Communications Audit conducted during the 2013-14 school year. The audit involved focus groups and surveys with internal and external

stakeholders, a review of on and offline communication materials and methods, and an assessment of effective communication practices within education and other sectors.

The results will help guide the work of the Communications Department for the next three to five years. The research results also provide benchmark information for the development of communication plans for various programs and initiatives.

The audit findings include nine main recommendations with concrete examples for implementation. Some of the examples provided are already part of the SCDSB's communication practices, or are in development.

Recommendations:

1. Develop a strategic communication plan based on the Simcoe Path.
  2. Conduct regular research and evaluation of communication efforts.
  3. Improve internal communication systems and processes.
  4. Continue to improve the effectiveness and usability of the SCDSB website, school websites, teacher web pages, staff website, email, social media and other digital communication.
  5. Develop a comprehensive visual identity program and branding/marketing strategy.
  6. Continue to improve relationships and partnerships with First Nation communities.
  7. Continue to develop and expand opportunities for engagement and feedback.
  8. Conduct communication training for staff.
  9. Increase the focus on diversity and inclusive communication.
- b) Family of School Meetings - a request was made to host a "Family of Schools" event at Hillsdale Elementary School.

**MOTION**

Moved by Gillian Miller  
Seconded by Anita Johnson-Ford

*Family of Schools Meeting #3*

That the Parent Involvement Committee recommend that the "Hillsdale Elementary School Math Homework Night" be approved as one of the Family of Schools meetings. An invitation will be extended to the family of schools to participate. Committee member Gillian Miller will host the meeting.

CARRIED

- c) Committee Membership – Chair Dowdell expressed regrets on behalf of committee members Julianne Lerch and Michelle Hunter who will not be returning to the PIC next year due to work commitments.

Chair Dowdell reminded committee members that, as previously discussed, there is now an attendance procedure in place for PIC members. If there are three absences a member must express their continued interest and there will be a vote by PIC members.

**MOTION**

Moved by Jennifer Johnson  
Seconded by Donna DaSilva

That the Parent Involvement Committee recommend that Michelle Hunter be permitted to continue as a member of PIC , despite missing three meetings this year, with the understanding at any additional absences that are not work related, would mean she would forfeit her position on PIC.

CARRIED

The committee discussed the use of a “bat-phone” for instances in which a member is unable to attend a PIC meeting in person. A week’s notice is required to arrange the booking of the bat-phone. Please notify Rita England if you require this service.

*Note: the use of this technology will be recorded as the member being present at the meeting and the PIC member will also have the ability to vote on motions.*

**9. Additional Updates/Future Agenda Suggestions – Nil**

**10. Adjournment**

Moved by Christine Bowman  
Seconded by Donna DaSilva

That the meeting be adjourned at 9:00 p.m.

The next regular meeting will be held on Tuesday, May 20, 2014, 6:00 p.m., Georgian Room at the Education Centre.

**11. 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: Human Resources Standing Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE HUMAN RESOURCES  
STANDING COMMITTEE MEETING HELD WEDNESDAY, MAY 14,  
2014**

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The Human Resources Standing Committee met in Public Session on Wednesday, May 14, 2014, at the Education Centre.

**PRESENT:**

**Committee Members**

Donna Armstrong (Vice-Chairperson), Peter Beacock,  
Debra Edwards, Suzanne Ley, Krista Mayne (Chairperson),  
Robert North, 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**

Brandon Amyot, Patrick Whitten, Cheryne Winstanley-Hayes.

**REGRETS:**

**Committee Members**

Nicole Black, Jodi Lloyd, Michele Locke, Amanda Monague,  
Caroline Smith.

**Recording Secretary**

Kary Hancock.

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

1. **Approval of the Agenda**

**MOTION**

Moved by Peter Beacock  
Seconded by Donna Armstrong

That the agenda be approved as printed.

CARRIED

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

### **MOTION**

Moved by Peter Beacock  
Seconded by Suzanne Ley

That the Human Resources Standing Committee move into closed session.

CARRIED

*Student Trustees, Amyot, Whitten and Winstanley-Hayes left the meeting at this time.*

The Human Resources Standing Committee reconvened in public session at 6:10 p.m.

**Items for Decision** - Nil

### **Items for Information**

1. **Labour Update (VERBAL)**

Janis Medysky, Associate Director, provided a handout from OPSBA which includes a flow chart outlining the collective bargaining process. Also included was an overview of the key collective bargaining provisions under the *School Boards Collective Bargaining Act*. No further information has been received from the Ministry or OPSBA at this time. We will be meeting with our local bargaining teams in the near future to prepare our anticipated locally bargained items.

Kathryn Wallace, Director of Education shared that the items that would fall under either central or local bargaining have not been determined at this time and will be shared with trustees when that information is available.

This report was provided for information.

**Correspondence** - Nil

**Other Matters** - Nil

**Notices of Motion for next meeting** – Nil

### **MOTION**

Moved by Peter Beacock  
Seconded by Robert North

That the meeting be adjourned at 6:20 p.m.

CARRIED

**Report Status**

This report was 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  
Simcoe County District School Board

FROM: Program Standing Committee

SUBJECT: **REPORT OF THE PROGRAM STANDING COMMITTEE  
MEETING HELD WEDNESDAY, MAY 14, 2014**

The Program Standing Committee met in Public Session at the Education Centre on Wednesday, May 14, 2014.

**PRESENT:**

**Committee Members**

Donna Armstrong, Peter Beacock, Debra Edwards, Suzanne Ley (Chairperson), Krista Mayne, Robert North, Christine Williams (Vice-Chairperson).

**Student Trustees**

Brandon Amyot, 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**

Alicia Dart Shaw, Connie Gray, Tracy McPhail, Justin Van Diepen.

**REGRETS:**

**Committee Members**

Nicole Black, Jodi Lloyd, Michele Locke, Amanda Monague, Caroline Smith.

**Recording Secretary**

Mary Cannell.

Chairperson Ley called the meeting to order at 6:30 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.**

### **Items for Information**

#### **1. French Immersion Program – Year One (PRO-I-1)**

Superintendent of Education Anita Simpson introduced three French Immersion (FI) students, their parents, and their teachers. Guests were asked to share their experience in the FI program by answering the question, “What has been the best part of French Immersion for you?”

FI parent Teri Saric and daughter Bria from Goodfellow P.S., Marian Phillips and son Gavin MacGregor from Forest Hill P.S., and Chris Hazel and son Jacob from Regent Park P.S. shared personal comments related to their positive experience with the FI program. FI Teachers Rachelle Therrien-Green from Goodfellow P.S., Diane Gratrix from Forest Hill P.S. and Louis McIntyre from Regent Park P.S. shared further details on the success of the program from a classroom perspective.

Trustees posed questions to the parents of the FI students related to 100% instruction in French, creating fully-FI sites, and supporting students with FI homework.

Teacher Louis McIntyre and student Jacob Hazel performed a song in French for trustees called “Le blues des fruits”. The song was created by the FI students at Regent Park P.S. in celebration of Music Monday. Bria Saric read a portion of a book and Gavin MacGregor shared a message to trustees in French.

This report was provided for information.

#### **2. ‘Blended’ Numeracy Pilot Project for Elementary Students With Special Education Needs (SENs) (PRO-I-2)**

Superintendent of Education Chris Samis welcomed Special Education Itinerant Resource Consultant Connie Gray to the table. Superintendent Samis and Consultant Gray reviewed highlights from the pilot project that blends regular classroom instruction with software such as DreamBox, a web-based personalized mathematics software program designed to increase student achievement. DreamBox is based on the Ontario Curriculum and uses a digital learning platform that builds on student responses, allowing students that require additional support in numeracy to receive individualized instruction. Thirty-six schools were chosen for the pilot program, including approximately 1000 students.

Consultant Gray reviewed several graphics depicting the progression of the lessons in Dreambox, the related student achievement data gathered during the pilot project, as well as feedback from students about the program. Superintendent Samis stated that DreamBox is another method of differentiating the learning for students by engaging them in technology.

Superintendent Samis and Consultant Gray responded to trustee queries and comments related to the role of the teacher as guide for self-learning, licensing costs for DreamBox and methods of analyzing the results of the blended numeracy pilot project.

This report was provided for information.

**3. Skills Canada – Ontario Program (PRO-I-3)**

Superintendent of Education Paul Sloan, Principal of Student Success, Tracy McPhail, and Itinerant Resource Teacher Justin Van Diepen provided an overview of the Skills Canada – Ontario Program that encourages young people to consider a career in the skilled trades and technologies.

Principal McPhail and Teacher Van Diepen reviewed this board's participation in the Ontario Technological Skills Competition that served as an opportunity for 34 students from this board to test and showcase their technical skills. Winners from the provincial competition progress to the Skills Canada National competition, where one SCDSB student will represent the board this year.

Superintendent Sloan and Principal McPhail responded to trustee queries and comments related to funding for skills competition participation, the advertising of the skills competition among students and the qualifications of participants.

This report was provided for information.

**4. Parent Portal (PRO-I-4)**

Superintendent of Facility Services John Dance provided an overview on the launch of the Parent Portal. The Parent Portal serves as a secure online communication tool to provide parents and guardians with student and school information including details related to attendance and grades. Two schools piloted the project in 2013-2014, and all secondary and elementary schools are scheduled to use the Parent Portal beginning in September 2014.

Superintendent Dance provided a demonstration on the Parent Portal and showed trustees the information from a parent's view. Superintendent Dance stated that currently only secondary parents are able to view data about student grades, but, in the future, elementary parents will also have access to that information. Superintendent Dance further detailed the many links that parents can access through the Parent Portal, including My Blueprint and SchoolCash Online.

This report was provided for information.

**Other Matters - Nil**

**Notices of Motion for Next Meeting - Nil**

Moved by Robert North  
Seconded by Krista Mayne

That the meeting be adjourned.

CARRIED

Meeting adjourned at 8:10 p.m.

5. **Report Status**

This report was provided for information.

**Respectfully submitted by:**

Anita Simpson  
Superintendent of Education

**Approved for submission by:**

Kathryn Wallace  
Director of Education



*Quality Education Today-  
for Tomorrow*

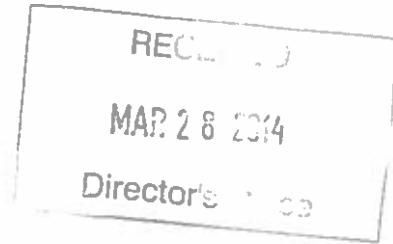
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[www.durham.edu.on.ca](http://www.durham.edu.on.ca)

March 20, 2014



The Honourable Liz Sandals  
Minister of Education  
22<sup>nd</sup> Floor, Mowat Block  
900 Bay Street  
Toronto, ON M7A1L2

Dear Minister Sandals:

At its recent meeting on March 17<sup>th</sup>, the Durham District School Board (DDSB) determined that it would declare the Township of Scugog a low population municipality in order to retain the current distribution of trustees across the school district. This allows the DDSB to comply with the timeline requiring that this determination be completed by March 31<sup>st</sup> and reported by April 3<sup>rd</sup>. The purpose of this correspondence is to raise concern regarding the timeline faced by the Board in making this determination.

During the Board's discussion regarding a possible redistribution of trustee representation for the upcoming term, concern was expressed that the public was largely uninformed that this matter had come into question.

The DDSB is committed to an open exchange of information and views with its public. In this case, the distribution of trustees has important implications both for those taxpayers residing in the vast rural area of north Durham as well as for those people living in urban communities experiencing mushrooming development. The DDSB believes that much more informed decisions are made when time is taken to hear the input from communities across the school district.

In his memorandum of February 14, 2014, Director Bruce Drewett asserts that provisions in the Education Act and related regulation guiding the determination and distribution of trustees remain unchanged since the 2010 municipal election. Is this assertion intended to imply that possible change in trustee distribution due to population growth and/or decline could somehow have been anticipated at the school board level? District staff have indicated that any valid calculation of this determination must stem from data provided by the Municipal Property Assessment Corporation (MPAC). This data was available to the DDSB on Feb 12, 2014.

#### **Mission Statement**

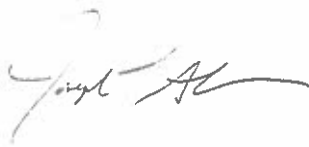
*Success in learning to meet  
the challenges of the future.*



Ontario Regulation 412/00 (Elections to and Representation on District School Boards) states in Section 2(1) that "Before February 15 in each election year, the Municipal Assessment Corporation shall, in respect of each board, for each area set out in subsection (2), determine the population of the board's electoral group who are resident in the area on January 1 of that year." Indeed, the current regulatory timelines do not allow for a thoughtful examination of the community's needs in each area of the board and for public discourse on the possible representation of Trustees on the Board.

Respectfully, the DDSB requests that regulatory changes be made to create a mechanism that would allow school districts to undertake the process of determining the distribution of trustee positions one year prior to the opening of nominations for a municipal election with the requirement that the resulting decision on this distribution be reported one month prior to the opening of nominations.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph T. Allin", with a long horizontal flourish extending to the right.

Joseph T. Allin, Chair  
Durham District School Board

JTA:kc

cc: OPSBA (Ontario Public School Boards' Association)  
Chairs of Ontario District School Boards



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[www.lacle.ca](http://www.lacle.ca) [lacle@lacle.ca](mailto:lacle@lacle.ca)

May 8, 2014

Ms. Kathi Wallace  
Director of Education  
Simcoe County District School Board  
1170 Highway 26 West  
Midhurst, Ontario, L0L 1X0

RECEIVED

MAY 14 2014

Director's Office

Dear Ms. Wallace,

I am writing this letter as chair of the board of the French organization La Clé in Penetanguishene. I would like to ask the SCDSB to rethink the idea of merging P.S.S. and M.S.S.

P.S.S. being the smallest of the two, I assume that the merger would mean its closing.

The presence of a school is an important axis in the life of a town. Penetanguishene is a town of two founding people as are witnesses the two angels at the entrance of Penetanguishene. We have a French and an English high school and this, in many ways, defines the harmony between Francophones and Anglophones in our town. I believe that both are big enough to exist and contribute positively to their community, be it the volunteer work done by students or work placements, sports gatherings, etc. etc.

We hope that you will take this letter into account before making a final decision.

Sincerely,

Claudette Paquin

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*Votre premier choix pour les services en français*