

**SIMCOE COUNTY DISTRICT SCHOOL BOARD**

**REGULAR BOARD MEETING – WEDNESDAY, FEBRUARY 24, 2016**

**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) Regular Meeting of the Board held January 20, 2016
  - (b) Declaration of Conflicts of Interest

**CLOSED SESSION**

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

**PUBLIC SESSION**

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

**D. RECOMMENDATIONS FOR ACTION**

- (1) Report from the Closed Session of the Board in Committee of the Whole
- (2) Matters Arising from Previous Meeting - Nil
- (3) Notice of Time Sensitive Motions from Statutory Committees - Nil
- (4) Committee Minutes/Reports - Items for Decision
  - (a) Report of the Audit Committee Meeting held February 1, 2016
  - (b) Report of the Business and Facilities Standing Committee Meeting held February 3, 2016
  - (c) Report of the Program Standing Committee Meeting held February 10, 2016
- (5) Staff Reports – Items for Decision
  - (a) Trustee Absences
- (6) Committee Minutes/Reports - Items for Information
  - (a) Report of the Parent Involvement Committee Meeting held November 17, 2015
  - (b) Report of the Special Education Advisory Committee Meeting held December 14, 2015

- (c) Report of the Parent Involvement Committee Meeting held January 19, 2016
- (d) Report of the Human Resources Standing Committee Meeting held February 10, 2016

(7) Staff Reports - Items for Information - Nil

**E. OTHER MATTERS**

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

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

Business and Facilities Standing Committee Meeting – March 2, 2016 at 6:00 p.m. – Georgian Room

Special Education Advisory Committee Meeting – March 7, 2016 at 7:00 p.m. – Georgian Room

First Nations Education Advisory Committee Meeting – March 9, 2016 at 10:30 a.m. – New Orillia Secondary School

Human Resources Standing Committee Meeting – March 9, 2016 at 6:00 p.m. – Georgian Room

Program Standing Committee Meeting – March 9, 2016 following HR Meeting – Roy Edwards Room

Accessibility Committee – March 21, 2016 at 10:30 a.m. – Roy Edwards Room

Regular Meeting of the Board – March 23, 2016 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**

**PUBLIC SESSION**

**RECOMMENDED ACTION – WEDNESDAY, FEBRUARY 24, 2016**

<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 January 20, 2016		√	That the Minutes of the Meeting of the Board held Wednesday, January 20, 2016 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 Presentations			Nil
C-3 Delegations			Nil
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-4-a Audit Committee February 1, 2016		√	That the Board approve the 2015-2016 Internal Audit Plan, as set out in Report No. AUD-D-1, Internal Audit Update, dated February 1, 2016.

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 FEBRUARY 24, 2016

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<p>D-4-b          Business &amp; Facilities          February 3, 2016</p>		<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>	<p>(1)          That the Board approve that Policy No. 2170, Student Trustee Honorarium, remain status quo, as set out in APPENDIX A of Report No. BF-D-1, Review of Policy No. 2170, Student Trustee Honorarium, dated February 3, 2016.</p> <p>(2)          That the Board approve that Policy No. 2240, Budget Implementation, remain status quo, as set out in APPENDIX A of Report No. BF-D-2, Review of Policy No. 2240, Budget Implementation, dated February 3, 2016.</p> <p>(3)          That the Board approve that Policy No. 2260, Intellectual Property, remain status quo, as set out in APPENDIX A of Report No. BF-D-3, Review of Policy No. 2260, Intellectual Property, dated February 3, 2016.</p> <p>(4)          That the Board approve that Policy No. 4320, Fundraising, remain status quo, as set out in APPENDIX A of Report No. BF-D-4, Review of Policy No. 4320, Fundraising, dated February 3, 2016.</p> <p>(5)          That the Board approve the name Lake Simcoe Public School as the name of the new Alcona South Public School, as set out in Report No. BF-D-5, Naming of the New Alcona South Public School, dated February 3, 2016.</p>
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<p>D-4-c Program Standing February 10, 2016</p>		<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>	<p>(1) That the Board approve the revisions to Policy No. 4260, School Food and Beverage, as set out in APPENDIX C of Report No. PRO-D-1, Revisions to Policy No. 4260, School Food and Beverage, dated February 10, 2016.</p> <p>(2) That the Board approve the submission of the regular school year calendar for 2016-2017 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-2, Regular School Year Calendar 2016-2017, dated February 10, 2016.</p> <p>(3) That the Board approve the submission of the modified school year calendar for Ernest Cumberland Elementary School for 2016-2017 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-3, Modified School Year Calendar 2016-2017 – Ernest Cumberland Elementary School, dated February 10, 2016.</p> <p>(4) That the Board approve the revisions to Policy No. 4410, Admission of Foreign Students, as set out in APPENDIX C of Report No. PRO-D-4, Revisions to Policy No. 4410, Admission of Foreign Students, dated February 10, 2016.</p> <p>(5) That the Board approve the revisions to Policy No. 4190, English as a Second Language, as set out in APPENDIX C of Report No. PRO-D-5, Revisions to Policy No. 4190, English as a Second Language, dated February 10, 2016.</p>
<p>D-5-a Trustee Absences</p>		<p>√</p>	<p>That the Board excuse the absences of Trustee Pamela Hodgson from the Regular Meetings of the Board while Trustee Hodgson is on medical leave, as set out in Report No. D-5-a, Trustee Absences, dated February 24, 2016.</p>
<p>D-6-a PIC November 17, 2015</p>	<p>√</p>		
<p>D-6-b SEAC December 14, 2015</p>	<p>√</p>		
<p>D-6-c PIC January 19, 2016</p>	<p>√</p>		
<p>D-6-d Human Resources February 10, 2016</p>	<p>√</p>		
<p>E-1 Reports from Liaison Members</p>			

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E-2 Notices of Motion for Next Meeting			
E-3 Questions and Proposals from Trustees			
E-4 Professional Development Seminars Attendance			
E-5 Reports/Update from Staff			
E-6 Correspondence			Nil
Future Business			
Adjournment		√	Motion to Adjourn

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

FROM: The Secretary

SUBJECT: **MINUTES OF THE REGULAR MEETING OF THE  
BOARD HELD JANUARY 20, 2016**

The regular meeting of the Simcoe County District School Board was held on Wednesday, January 20, 2016 at the Education Centre.

**A. (1) Roll Call**

**PRESENT:**

**Trustees**

Kathleen Aikins, Donna Armstrong, Peter Beacock (Chairperson),  
Annie Chandler, Wayne Clements, Donna Da Silva, Jodi Lloyd (Vice-  
chairperson), Krista Mayne.

**ELECTRONIC  
Participation**

Pamela Hodgson, Michele Locke.

**REGRETS**

**Trustees**

Jennifer Cameron, Daniel Shilling.

**PRESENT:**

**Student Trustee**

Nicholas Gulley.

**REGRETS**

**Student Trustee**

Haley Tyrell.

**ABSENT**

**Student Trustee**

Drew Campbell.

**Recording Secretary** Lena Robyn.

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

**(2) Approval of Agenda**

Moved by Kathleen Aikins  
Seconded by Krista Mayne

That the Agenda be approved as printed.

CARRIED

**(3) Approval of Minutes**

**Minutes of the Regular Meeting of the Board held December 16, 2015 (A-3-a)**

Moved by Annie Chandler  
Seconded by Donna Da Silva

That the Minutes of the Regular Meeting of the Board held Wednesday, December 16, 2015 be approved as printed.

CARRIED

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

**B. Committee of the Whole**

Moved by Annie Chandler  
Seconded by Kathleen Aikins

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 7:00 p.m.

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

Student Trustee Nichole Gulley shared the following update:

A representative from the Canadian Mental Health Association (CMHA) will provide a workshop at the Student Senate meeting in February.

The Student Senate will use Google Hangouts to help more students participate in future meetings.

(2) Trustee Tributes - Nil

(3) Delegations - Nil

**RECOMMENDATIONS FOR ACTION**

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

Report from the Closed Session of the Board in Committee of the Whole from January 20, 2016.

(1)  
Moved by Jodi Lloyd  
Seconded by Krista Mayne

*#BP-2016-01-20-01*

That the Board approve the school administrator appointments, as set out in Report No. CL-B-2-a, School Administrator Appointments, dated January 20, 2016.

CARRIED

(2)  
Moved by Donna Da Silva  
Seconded by Annie Chandler

*#BP-2016-01-20-02*

That the Board ratify the collective agreement reached with the local Ontario Secondary School Teachers' Federation, District 17 (Simcoe) Teachers' Bargaining Unit for the term September 1, 2014 to August 31, 2017, as set out in Report No. CL-B-2-b, Board Ratification of Ontario Secondary School Teachers' Federation (OSSTF) District 17 (Simcoe) Teachers' Bargaining Unit and Its Local Agreement, dated January 20, 2016.

CARRIED

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

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



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

Report of the Business and Facilities Standing Committee Meeting  
held January 6, 2016 (D-4-a)

(1)

Moved by Donna Da Silva  
Seconded by Annie Chandler

*#BF-2016-01-06-03*

That the Board approve the name Severn Shores Public School as the name of the replacement school for Ardtrea-Cumberland Beach Public School effective September 1, 2016, as set out in Report. No. BF-D-1, Naming of the Ardtrea-Cumberland Beach Replacement School, dated January 6, 2016.

CARRIED

(2)

Moved by Krista Mayne  
Seconded by Jodi Lloyd

*#BF-2016-01-06-04*

That the Board approve that SCDSB staff submit a revised site plan for the South Barrie Secondary School to the City of Barrie as soon as possible, and that staff also pursue the other options, as set out in Report No. BF-I-4, South Barrie Secondary School Update, dated January 6, 2016.

CARRIED

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

Re-appointment of External Audit Committee Member (D-5-a)

Brian Jeffs, Superintendent of Business Services provided a brief overview of the report. Mr. Jay Anstey is a resident of Collingwood and is a Chartered Professional Accountant. He is an active and valued member of the Audit Committee.

Moved by Kathleen Aikins  
Seconded by Wayne Clements

*#BP-2016-01-20-05*

That the Board approve the re-appointment of Jay Anstey to the Audit Committee for a second term of three years, effective February 1, 2016 - January 31, 2019, as set out in Report No. D-5-a, Re-appointment of External Audit Committee Member, dated January 20, 2016.

CARRIED

2015-2016 Additional Professional Activity Day and School Year Calendars (D-5-b)

Jackie Kavanagh, Superintendent of Education provided a brief overview of the report. Under the amendments to O. Regulation 304, school boards are now required to designate seven PA days. In order to ensure that this additional PA day is a meaningful professional learning opportunity for everyone, boards have been urged to schedule the additional day on or before April 15, 2016.

Moved by Donna Da Silva  
Seconded by Annie Chandler

**#BP-2016-01-20-06**

That the Board approve an additional PA day scheduled for April 15, 2016, as set out in APPENDIX A of Report No. D-5-b, 2015-2016 Additional Professional Activity Day and School Year Calendars, dated January 20, 2016.

CARRIED

**Special Education Advisory Committee Member Appointments (D-5-c)**

Chris Samis, Superintendent of Education provided a brief overview of the report. Kinark Child and Family Services have provided nominations for representation on SEAC effective February 1, 2016.

Moved by Kathleen Aikins  
Seconded by Krista Mayne

**#BP-2016-01-20-07**

That the Board appoint to the SCDSB SEAC, effective February 1, 2016, Dan Stroh as member and Joanne McCafferty as alternate member for Kinark Child and Family Services, as set out in Report No D-5c, Special Education Advisory Committee Member Appointments, dated January 20, 2016.

CARRIED

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

Report of the Accessibility Advisory Committee Meeting held September 28, 2015 (D-6-a)

This report was provided as information.

Report of the Special Education Advisory Committee Meeting held November 9, 2015 (D-6-b)

This report was provided as information.

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

**E. OTHER MATTERS**

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

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

Audit Committee Meeting – February 1, 2016 at 6:00 p.m. – Coldwater Room  
Business and Facilities Standing Committee Meeting – February 3, 2016 at 6:00 p.m. –  
Georgian Room  
Special Education Advisory Committee Meeting – February 8, 2016 at 7:00 p.m. –  
Georgian Room  
Human Resources Standing Committee Meeting – February 10, 2016 at 6:00 p.m. –  
Georgian Room  
Program Standing Committee Meeting – February 10, 2016 following HR Meeting –  
Georgian Room  
Parent Involvement Committee Meeting – February 16, 2016 at 6:00 p.m. –  
Georgian Room  
Regular Meeting of the Board – February 24, 2016 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 Kathleen Aikins  
Seconded by Donna Armstrong

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

CARRIED

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

FROM: Audit Committee

**SUBJECT: REPORT OF THE PUBLIC SESSION OF THE AUDIT COMMITTEE  
MEETING HELD MONDAY, FEBRUARY 1, 2016**

The Audit Committee met in Public Session on Monday, February 1, 2016, at the Education Centre.

**PRESENT:**

**Committee Members** Jay Anstey (Vice-Chairperson), Donna Armstrong,  
Donna Da Silva (Chairperson), Chris Edwards, Krista Mayne.

**Administration** Brian Jeffs.

**Staff** Mark Connors, Jeff Henderson, Corry Van Nispen.

**Recording Secretary** Lorraine Ryder.

Brian Jeffs, Superintendent of Business Services called the meeting to order at 6:00 p.m.

**Approval of the Agenda**

**MOTION**

Moved by Krista Mayne  
Seconded by Chris Edwards

That the agenda be approved as printed.

CARRIED

**Declaration of Conflicts of Interest** – Nil

**Election of Chairperson**

Brian Jeffs, Superintendent of Business Services appointed Corry Van Nispen, Controller and Mark Connors, Regional Internal Audit Manager, to act as tellers in the event that a vote is required.

Superintendent Jeffs called for nominations for the position of Chairperson of the Audit Committee.

Moved by Krista Mayne  
Seconded by Donna Armstrong

That Trustee Donna Da Silva be nominated for election as Chairperson of the Audit Committee. Trustee Da Silva indicated that she would stand.

Superintendent Jeffs called for further nominations for the position of Chairperson of the Audit Committee.

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

CARRIED

Trustee Da Silva assumed the Chair at this time.

**Election of Vice-Chairperson**

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

Moved by Chris Edwards  
Seconded by Krista Mayne

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

External Member Anstey indicated that he would stand.

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

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

CARRIED

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

**Closed Session** - Nil

**Presentations/Delegations** - Nil

**Items for Decision**

**1. Internal Audit Update (AUD-D-1)**

Jeff Henderson, Senior Regional Internal Auditor provided an overview of the report that presented information on the work undertaken by the Regional Internal Audit Team (RIAT) since November 2015. Senior Auditor Henderson provided an update on the RIAT's region-wide progress and the Simcoe County District School Board's proposed 2015-2016 Internal Audit Plan.

Superintendent Jeffs commented that the audit plan is usually approved in the fall but as a result of the transition of committee members, the audit committee expressed an interest in reviewing the plan and prioritizing potential audits for the 2015-2016 Internal Audit Plan.

Senior Auditor Henderson responded to questions from committee members at this time.

Moved by Chris Edwards  
Seconded by Jay Anstey

(1)

**#AUD-2016-02-01-03**

That the Audit Committee recommend that the Board approve the 2015-2016 Internal Audit Plan, as set out in Report No. AUD-D-1, Internal Audit Update, dated February 1, 2016.

CARRIED

### **Items for Information**

#### **1. 2014-2015 Management Letter re: Audit Findings (AUD-I-1)**

Superintendent Jeffs provided an overview of the report. As a regular function of the annual external audit of the Board's financial statements, the Board's auditors conduct a review of select systems of internal controls. Each year, subsequent to the audit, a report is issued that details the auditor's observations and recommendations for consideration in areas in which they identify there may be an opportunity for improvement. There were no areas of improvement identified in the management letter for the year ended August 31, 2015.

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

This report was provided for information.

As a result of a committee member's request, the Audit Committee dealt with agenda item, Other Matters, at this time.

### **Other Matters**

A committee member referenced the OPSBA symposium held at the end of January, in particular the workshop on internal audits. The member commented on new online modules that were going to be offered in the future and discussions during the workshop in reference to closed or private sessions of audit committees. Superintendent Jeffs stated that there continues to be challenges with this provincial initiative. Audit committees are trying to determine what is in closed/private session and what is in public session. Superintendent Jeffs suggested that at this time if a closed/private session is required that the individual contact the Chair of the Audit Committee.

External audit committee members Jay Anstey and Chris Edwards left the meeting at this time.

#### **2. Audit Committee Training (VERBAL)**

Manager Connors presented a PowerPoint presentation to new audit committee members to familiarize them with the rationale of regional internal audits as well as the purpose and mandate of the Audit Committee.

Manager Connors responded to questions from committee members at this time.

**Correspondence** - Nil

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

**MOTION**

Moved by Krista Mayne  
Seconded by Donna Armstrong

That the meeting be adjourned at 7:15 p.m.

CARRIED

**RECOMMENDATION**

That the Board approve the 2015-2016 Internal Audit Plan, as set out in Report No. AUD-D-1, Internal Audit Update, dated February 1, 2016.

**Respectfully submitted by:**

Brian Jeffs  
Superintendent of Business Services

**Approved for submission by:**

Kathryn Wallace  
Director of Education

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

FROM: Business and Facilities Standing Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE BUSINESS AND FACILITIES  
STANDING COMMITTEE MEETING HELD WEDNESDAY, FEBRUARY 3, 2016**

The Business and Facilities Standing Committee met in Public Session on Wednesday, February 3, 2016, at the Education Centre.

**PRESENT:**

**Committee Members** Kathleen Aikins, Donna Armstrong (Chairperson), Peter Beacock, Jennifer Cameron, Annie Chandler, Donna Da Silva, Jodi Lloyd, Krista Mayne (fulfilling the role of Vice-Chairperson), Daniel Shilling.

**Student Trustees** Drew Campbell, Nicholas Gulley, Haley Tyrell.

**Electronic Participation** Michele Locke.

**Administration** John Dance, Stuart Finlayson, Daryl Halliday, Brian Jeffs, Jackie Kavanagh, Paula Murphy, Chris Samis, Anita Simpson, Paul Sloan, Kathryn Wallace.

**REGRETS:**

**Committee Members** Wayne Clements, Pamela Hodgson.

**Recording Secretary** Lorraine Ryder.

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

**Election of Vice-Chairperson**

As a result of Vice-Chairperson Michele Locke participating electronically, Chairperson Armstrong called for nominations for the position of Vice-Chairperson of the Business and Facilities Standing Committee for the evening.

Moved by Peter Beacock  
Seconded by Daniel Shilling

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

Trustee Mayne indicated that she would stand.

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



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

CARRIED

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

**Approval of the Agenda**

Trustee Lloyd indicated that she would be bringing a personnel item forward for discussion that requires the Committee to move into Closed Session. Chairperson Armstrong received consensus from trustees to deal with this Closed Session item following "Other Matters" on the Public Session agenda.

**MOTION**

Moved by Annie Chandler  
Seconded by Kathleen Aikins

That the agenda be approved as printed.

CARRIED

**Declaration of Conflicts of Interest** - Nil

**Closed Session** - Nil

**Presentations/Delegations** - Nil

**Items for Decision**

**1. Review of Policy No. 2170 – Student Trustee Honorarium (BF-D-1)**

Brian Jeffs, Superintendent of Business Services indicated that upon review of Policy No. 2170, it was determined that no changes were required to the policy.

Moved by Kathleen Aikins  
Seconded by Jennifer Cameron

(1)

**#BF-2016-02-03-20**

That the Business and Facilities Standing Committee recommend that the Board approve that Policy No. 2170, Student Trustee Honorarium remain status quo, as set out in APPENDIX A of Report No. BF-D-1, Review of Policy No. 2170 – Student Trustee Honorarium, dated February 3, 2016.

CARRIED

**2. Review of Policy No. 2240 – Budget Implementation (BF-D-2)**

Superintendent Jeffs indicated that upon review of Policy No. 2240, it was determined that no changes were required to the policy.

Superintendent Jeffs responded to questions from trustees at this time.

Moved by Kathleen Aikins  
Seconded by Donna Da Silva

(2)

**#BF-2016-02-03-21**

That the Business and Facilities Standing Committee recommend that the Board approve that Policy No. 2240, Budget Implementation remain status quo, as set out in APPENDIX A of Report No. BF-D-2, Review of Policy No. 2240 – Budget Implementation, dated February 3, 2016.

CARRIED

**3. Review of Policy No. 2260 – Intellectual Property (BF-D-3)**

Superintendent Jeffs indicated that upon review of Policy No. 2260, it was determined that no changes were required to the policy.

Moved by Jennifer Cameron  
Seconded by Kathleen Aikins

(3)

**#BF-2016-02-03-22**

That the Business and Facilities Standing Committee recommend that the Board approve that Policy No. 2260, Intellectual Property remain status quo, as set out in APPENDIX A of Report No. BF-D-3, Review of Policy No. 2260 – Intellectual Property, dated February 3, 2016.

CARRIED

**4. Review of Policy No. 4320 – Fundraising (BF-D-4)**

Superintendent Jeffs indicated that upon review of Policy No. 4320, it was determined that no changes were required to the policy.

Superintendent Jeffs responded to questions from trustees at this time.

Moved by Kathleen Aikins  
Seconded by Peter Beacock

(4)

**#BF-2016-02-03-23**

That the Business and Facilities Standing Committee recommend that the Board approve that Policy No. 4320, Fundraising remain status quo, as set out in APPENDIX A of Report No. BF-D-4, Review of Policy No. 4320 – Fundraising, dated February 3, 2016.

CARRIED

**5. Naming of the New Alcona South Public School (BF-D-5)**

Paula Murphy, Superintendent of Education introduced Heather Headley MacLeod, Principal of the New Alcona South Public School. Superintendent Murphy provided an overview of the report that summarized the work of the ad-hoc naming committee's recommendations. Several names were suggested to the committee and from that list the committee unanimously prioritized the selection as follows:

- a. Lake Simcoe Public School
- b. Emily Murphy Public School
- c. Countryside Public School

Lake Simcoe was selected by the committee as it was believed to honour the importance as a trade route and selling place for Canada's First Nations. The committee also felt that children of this community would be proud to take on the challenge of the growing concern of water and waterways.

Superintendent Murphy and Principal Headley MacLeod responded to questions from trustees at this time.

Moved by Peter Beacock  
Seconded by Jodi Lloyd

(5)

**#BF-2016-02-03-24**

That the Business and Facilities Standing Committee recommend that the Board approve the name Lake Simcoe Public School as the name of the new Alcona South Public School, as set out in Report No. BF-D-5, Naming of the New Alcona South Public School, dated February 3, 2016.

CARRIED

**Items for Information**

**1. 2016-2017 Draft Budget Timelines (BF-I-1)**

Superintendent Jeffs summarized the report which outlined a series of "milestones" to be achieved throughout the 2016-2017 budget development process. Superintendent Jeffs provided an update on the budget process and the challenges in this year's budget process.

Trustee Locke who was participating electronically was disconnected at this time.

Superintendent Jeffs responded to questions from trustees at this time.

This report was provided for information.

**2. Teaching Notebooks and Projector Update (BF-I-2)**

John Dance, Superintendent of Facility Services provided an overview on the teaching notebook and projector projects. An analysis will be done to consider the provisioning of alternative solutions for staff members when the next refresh cycle takes place.

Superintendent Dance, Superintendent Simpson and Kathi Wallace, Director of Education responded to questions from trustees at this time.

This report was provided for information.

**3. Facility Services Annual Action Plan 2015-2016 (BF-I-3)**

Superintendent Dance provided a summary of the action plan contained in the report. The plan reflects a number of initiatives that will provide continued service in the efficient and safe use of board facilities by providing and planning for safe, healthy, respectful and welcoming learning and working environments.

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

This report was provided for information.

**Correspondence** – Nil

**Other Matters**

1. Trustee Chandler commented on the Winter Walk to School Day held at Cameron Street Public School on February 3 encouraging all staff and students to walk to school in support of Healthy Kids Community Challenge.
2. Trustee Chandler requested an update on the New South Barrie Secondary School. Superintendent Dance commented that board staff are proceeding with a revised site plan and hope to have it completed and submitted by the end of the month along with a report from the Planning Partnership Group.

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

**MOTION**

Moved by Jodi Lloyd  
Seconded by Daniel Shilling

That the committee move into closed session at this time.

CARRIED

The Business and Facilities Standing Committee reconvened in public session at 7:40 p.m.

**MOTION**

Moved by Kathleen Aikins  
Seconded by Donna Da Silva

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

CARRIED

**RECOMMENDATIONS**

1. That the Board approve that Policy No. 2170, Student Trustee Honorarium remain status quo, as set out in APPENDIX A of Report No. BF-D-1, Review of Policy No. 2170, Student Trustee Honorarium, dated February 3, 2016.
2. That the Board approve that Policy No. 2240, Budget Implementation remain status quo, as set out in APPENDIX A of Report No. BF-D-2, Review of Policy No. 2240, Budget Implementation, dated February 3, 2016.
3. That the Board approve that Policy No. 2260, Intellectual Property remain status quo, as set out in APPENDIX A of Report No. BF-D-3, Review of Policy No. 2260, Intellectual Property, dated February 3, 2016.
4. That the Board approve that Policy No. 4320, Fundraising remain status quo, as set out in APPENDIX A of Report No. BF-D-4, Review of Policy No. 4320, Fundraising, dated February 3, 2016.
5. That the Board approve the name Lake Simcoe Public School as the name of the new Alcona South Public School, as set out in Report No. BF-D-5, Naming of the New Alcona South Public School, dated February 3, 2016.

**Respectfully submitted by:**

Brian Jeffs  
Superintendent of Business Services

John Dance  
Superintendent of Facility Services

**Approved for submission by:**

Kathryn Wallace  
Director of Education

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

FROM: Program Standing Committee

SUBJECT: **REPORT OF THE PROGRAM STANDING COMMITTEE  
MEETING HELD WEDNESDAY, FEBRUARY 10, 2016**

The Program Standing Committee met in Public Session at the Education Centre on Wednesday, February 10, 2016.

**PRESENT:**

**Committee Members**

Kathleen Aikins, Donna Armstrong, Peter Beacock, Annie Chandler (Chairperson), Wayne Clements, Donna DaSilva, Jodi Lloyd, Krista Mayne, Daniel Shilling (Vice-Chairperson).

**REGRETS:**

**Committee Members**

Jennifer Cameron, Pamela Hodgson, Michele Locke.

**Student Trustees**

Drew Campbell.

**REGRETS:**

Nicholas Gulley, Haley Tyrell.

**Administration**

Stuart Finlayson, Daryl Halliday, Brian Jeffs, Jackie Kavanagh, Janis Medysky, Paula Murphy, Chris Samis, Anita Simpson, Paul Sloan, Kathryn Wallace.

**Staff**

Dawn Franks, Dean Maltby, Danielle Mink.

**Recording Secretary**

Mary Cannell.

Chairperson Chandler called the meeting to order at 6:15 p.m.

1. **Approval of Agenda**

Chair Chandler asked trustees for any additions or changes to the agenda.

Moved by Donna DaSilva  
Seconded by Kathleen Aikins

That the agenda be approved as printed.

CARRIED

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

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

**Items for Decision**

1. **Revisions to Policy No. 4260 – School Food and Beverage (PRO-D-1)**

Superintendent of Education Jackie Kavanagh indicated that this policy is being revised to align with the Ministry of Education policy PPM 150.

Moved by Jodi Lloyd  
Seconded by Krista Mayne

***#PRO-2016-02-10-05***

That the Program Standing Committee recommend that the Board approve the revisions to Policy No. 4260, School Food and Beverage, as set out in APPENDIX C of Report No. PRO-D-1, Revisions to Policy No. 4260 – School Food and Beverage, dated February 10, 2016.

CARRIED

2. **Regular School Year Calendar 2016-2017 (PRO-D-2)**

Superintendent Kavanagh indicated that the proposed calendar is reflective of feedback from all stakeholder groups and is also compliant with all of the criteria outlined by the Ministry of Education including a minimum of 187 instructional days. As a result of the calendar, students will begin school on September 6, 2016 and end on June 29, 2017.

Moved by Kathleen Aikins  
Seconded by Peter Beacock

***#PRO-2016-02-10-06***

That the Program Standing Committee recommend that the Board approve the submission of the regular school year calendar for 2016-2017 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-2, Regular School Year Calendar 2016-2017, dated February 10, 2016.

CARRIED

3. **Modified School Year Calendar 2016-2017 Ernest Cumberland Elementary School (PRO-D-3)**

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

Superintendent Kavanagh responded to a trustee comment related to parent interest in establishing another school with a modified school year calendar.

Moved by Peter Beacock  
Seconded by Donna DaSilva

**#PRO-2016-02-10-07**

That the Program Standing Committee recommend that the Board approve the submission of the modified school year calendar for Ernest Cumberland Elementary School for 2016-2017 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-3, Modified School Year Calendar 2016-2017 – Ernest Cumberland Elementary School, dated February 10, 2016.

CARRIED

**4. Revisions to Policy No. 4410 – Admission of Foreign Students (PRO-D-4)**

Superintendent of Business Services Brian Jeffs indicated that this policy is being revised to incorporate minor language changes.

Moved by Kathleen Aikins  
Seconded by Jodi Lloyd

**#PRO-2016-02-10-08**

That the Program Standing Committee recommend that the Board approve the revisions to Policy No. 4410 – Admission of Foreign Students, as set out in APPENDIX C of Report No. PRO-D-4, Revisions to Policy No. 4410 – Admission of Foreign Students, dated February 10, 2016.

CARRIED

**5. Revisions to Policy No. 4190 – English as a Second Language (PRO-D-5)**

Director of Education Kathryn Wallace invited Principal of Program Dean Maltby to the table. Principal Maltby indicated that this policy is being revised to incorporate minor language changes.

Principal Maltby responded to trustee queries related to the Ministry of Education definition of English as a Second Language (ESL), the supports available to assist new Syrian refugees, and the process used to assess ESL learner needs.

Moved by Donna DaSilva  
Seconded by Kathleen Aikins

**#PRO-2016-02-10-09**

That the Program Standing Committee recommend that the Board approve the revisions to Policy No. 4190, English as a Second Language, as set out in APPENDIX C of Report No. PRO-D-5, Revisions to Policy No. 4190, English as a Second Language, dated February 10, 2016.

CARRIED

**Items for Information**

**1. French Immersion and Extended French as a Second Language 2016-2017 Application Data (PRO-I-1)**

Superintendent of Program and Innovation Anita Simpson provided a status report on the application process for the French Immersion (FI) and Extended French as a Second Language (EFSL) programs for September 2016.



In the 2016-2017 school year, twelve SCDSB schools will offer the FI program and ten elementary schools will offer the EFSL program. The 2016-2017 school year will mark the final entry point for Grade 5 EFSL as it is being phased out and replaced by the FI program.

Superintendent Simpson responded to trustee concerns related to the selection process used to determine entry into the program for students and the number of SCDSB students on the waitlist. At the request of a trustee, Superintendent Simpson indicated that she would investigate the idea of changing the entrance requirements to give preference to SCDSB students, and would share the information with trustees at a future meeting.

Director Wallace indicated that if there is a change to the selection process used for the entrance requirements of the FI Program, the board would strategically time the implementation of the change and would utilize a wide variety of communication tools to share that change with educational stakeholders.

Superintendent Simpson responded to trustee comments and queries related to out-of-attendance area students, coterminous boards, waitlists at FI sites and the facilities requirements of the growing FI program. She responded to further questions related to the last date that new FI students can join the program, resources for the program, and the availability of qualified FSL teachers.

This report was provided for information.

## **2. Mental Health and Addictions Annual Action Plan 2015-2016 (PRO-I-2)**

Superintendent of Education Chris Samis welcomed Dawn Franks, Manager of Social Work Services and Danielle Mink, Mental Health Lead, to the table. Superintendent Samis indicated that the action plan is designed to promote student mental health and well-being and enhance supports for students who struggle with mental health and addictions, through a focus on leadership, capacity-building and support.

Leader Mink and Manager Franks provided an overview of several of the strategies within the Action Plan that include phase two of the leading mentally healthy schools initiative, and building resilience and self-regulation. A video clip depicting the elementary program of mindfulness called MIND UP was shared, and Leader Mink indicated that the program has resulted in improved focus and attention for students. Manager Franks described both the itinerant Child and Youth Worker (CYW) and social worker models of prevention and intervention support.

Superintendent Samis responded to trustee queries related to allocating budget resources to mental health initiatives, the role of schools in supporting the mental health needs of students, the sharing of supports between and among social support services, and the number of CYWs and social workers currently in the board.

This report was provided for information.

## **Other Matters**

Chair Beacock referenced the recent 21st Century Round Table meeting that he, Vice-chair Lloyd and Director Wallace attended. Chair Beacock commented on the professional development value of the information on governance for trustees, and the relationship between governance and the Board's strategic planning process. He promised to share the learning materials and video from the meeting with all trustees.

Superintendent Simpson added that the SCDSB was recognized and featured at the Ministry's 21<sup>st</sup> Century Round Table event because of its innovative practices in leveraging technology, and a team from Program and Innovation facilitated a break-out session for all 72 public boards. She also shared that she has been invited to lead a session with Dr. Chris Dede, a Harvard researcher who has been hired by Council of Ontario Directors of Education (CODE), to showcase the innovation initiatives in the SCDSB at the Ontario Education Research Symposium the following day.

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

Moved by Kathleen Aikins  
Seconded by Donna DaSilva

That the meeting be adjourned.

CARRIED

Meeting adjourned at 7:45 p.m.

**RECOMMENDATIONS**

1. That the Board approve the revisions to Policy No. 4260, School Food and Beverage, as set out in APPENDIX C of Report No. PRO-D-1, Revisions to Policy No. 4260 – School Food and Beverage, dated February 10, 2016.
2. That the Board approve the submission of the regular school year calendar for 2016-2017 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-2, Regular School Year Calendar 2016-2017, dated February 10, 2016.
3. That the Board approve the submission of the modified school year calendar for Ernest Cumberland Elementary School for 2016-2017 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-3, Modified School Year Calendar 2016-2017 – Ernest Cumberland Elementary School, dated February 10, 2016.
4. That the Board approve the revisions to Policy No. 4410 – Admission of Foreign Students, as set out in APPENDIX C of Report No. PRO-D-4, Revisions to Policy No. 4410 – Admission of Foreign Students, dated February 10, 2016.
5. That the Board approve the revisions to Policy No. 4190, English as a Second Language, as set out in APPENDIX C of Report No. PRO-D-5, Revisions to Policy No. 4190, English as a Second Language, dated February 10, 2016.

**Respectfully submitted by:**

Anita Simpson  
Superintendent of Program and Innovation

**Approved for submission by:**

Kathryn Wallace  
Director of Education

February 24, 2016

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

FROM: Director of Education

SUBJECT: **TRUSTEE ABSENCES**

1. **Background**

As per Regulation 229(1) of the Education Act, a member of a board shall be physically present in the meeting room of the board for at least three regular meetings of the board in each 12-month period beginning December 1<sup>st</sup>.

Section 228(1)(b) of the Education Act states that 'A member of a board vacates his or her seat if he or she absents himself or herself without being authorized by resolution entered in the minutes'. Without a resolution authorizing the absence(s) a vacancy happens automatically by operation of the Education Act.

2. **Current Status**

On February 16, 2016, Chairperson Beacock received an e-mail from Trustee Pamela Hodgson informing him that she is requesting a three month medical leave and that she will be unable to perform her duties as trustee during that time.

**RECOMMENDATION**

That the Board excuse the absences of Trustee Pamela Hodgson from the Regular Meetings of the Board while Trustee Hodgson is on medical leave, as set out in Report No. D-5-a, Trustee Absences, dated February 24, 2016.

**Approved for submission by:**

Kathryn Wallace  
Director of Education

February 24, 2016

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

FROM: Parent Involvement Committee

SUBJECT: **REPORT OF THE PARENT INVOLVEMENT COMMITTEE  
MEETING HELD NOVEMBER 17, 2015**

A meeting of the Parent Involvement Committee was held on Tuesday, November 17, 2015 at the Education Centre.

**PRESENT:**

**Committee Members:** (Voting)  
Ken Boyington, Melanie Darlington, Cindy Gizuk, Ruth Howorth,  
Corryn Mounstephen (Vice-chairperson), David O'Brien  
(Chairperson), Nancy Thompson, Dawn Tufford.

**Trustee**

**Representatives:** (Non-voting)  
Annie Chandler, Wayne Clements.

**Administration & Staff**

**Representatives:** (Non-voting)  
Rita England (Recorder), Jackie Kavanagh, Peter McLean,  
Jane Seymour, Melanie Slade-Morrison.

**REGRETS:** Jason Barr, Rachel Draper, Mona Shah, Yvonne Stahlmann.

**1. Welcome and Introduction**

David O'Brien, Chairperson, called the meeting to order at 6:05 p.m. and welcomed PIC members and visitors from school councils.

Chair O'Brien explained to school council representatives that the Parent Involvement Committee (PIC) meeting is a formal committee of the board and that he would speak to any questions or comments from visitors at the end of the meeting.

Jackie Kavanagh, Superintendent of Education, explained that the presentations by the guest speakers was deferred to a future date because of sanctions imposed by the Ontario Secondary School Teachers' Federation (OSSTF).

Chair O'Brien expressed regrets on behalf of PIC members Rachel Draper, Mona Shah, Jason Barr and Yvonne Stahlmann who were unable to attend the meeting.

**2. Approval of Agenda**

Chair O'Brien asked the committee for approval of the agenda.

Moved by Ruth Howorth  
Seconded by Nancy Thompson

That the agenda be accepted as printed.

CARRIED

**3. KEY NOTE SPEAKERS**

- a) Parenting Transitions – Glenda Galliford, IRT, Guidance and Transitions, Student Success - deferred
- b) STEAM – Amy Szerminska, IRT, Science K -12, Program and Innovation Department - - deferred

**4. Approval of October 26, 2015 Minutes**

Chair O'Brien asked for approval of the minutes.

Moved by Dawn Tufford  
Seconded by Corryn Mounstephen

That the minutes of the October 26, 2015 minutes be accepted as printed.

CARRIED

**5. Debrief – PIC New Member and School Council Orientation**

Chair O'Brien requested feedback from the committee regarding the PIC New Member Orientation session held in September and the School Council Orientation session held in October.

Chair O'Brien reported that 29 school representatives attended the School Council Orientation which was videotaped and uploaded to the board website at <http://scdsb.on.ca/Parents/Pages/PIC.aspx>. for viewing by school councils members who were unable to attend the orientation.

Discussion ensued regarding the format for next year's orientation. Suggestions for next year's school council orientation included: a roundtable format on fundraising and other topics (groups of 4 to 6) with PIC representatives leading the discussions, the possibility of a presentation on the history of school council, PowerPoint – What is a School Council, information and tips on how to reach out to your community and build your school council, how to put together a continuity binder and a breakdown of the role of each member of school council (responsibilities and duties).

Chair O'Brien requested the formation of a School Council Orientation sub-committee to commence January 2016 to organize the October 2016 School Council Orientation.

The sub-committee will consist of Corryn Mounstephen, Cindy Gizuk and Ken Boyington.

**6. PRO Grant – Circle of Learning – Family of Schools Outreach - Sub-committee Update**

Chair O'Brien reported back to the committee on the progress of plans for the approved Ministry's PRO grant – Circle of Learning, Family of Schools Outreach (FSO) grant.

PIC's goal with the FSO grant is to monetarily assist a number of schools with their plans to host an event, or a family of schools event. This event must be in partnership with the school principal, staff and school councils.

Superintendent Kavanagh spoke on the status of teachers' collective agreements. When sanctions have been lifted by ETFO and OSSTF, a numbered memorandum will be sent to the system encouraging principals, in conjunction with school staff and school council members to apply for funding for the Circle of Learning - FSO grant. An application form has been developed for schools to complete and submit to School Services.

Application requests would be reviewed and authorized by board staff and PIC for eligibility. All FOS approved projects must be completed and the funds spent by June 30, 2015.

Suggested events could include: Mittens in the Snow, Dancing in the Rain, etc., or any type of event where parents are co-learners with their children.

**7. Summit of Children and Youth Mental Health Conference**

Chair O'Brien requested PIC members declare their interest in attending the Summit of Children and Youth Mental Health Conference on April 7 and 8, 2016, at the Allstream Centre, in Toronto.

The event is hosted by the Ontario Coalition for Children and Youth Mental Health, a group committed to positive change for children and youth mental health services in Ontario. The event is attended by students, parents, educators, mental health and health professionals, professional student services agencies and children's services advocates.

Online registration is now open:

[http://www.opsba.org/index.php?q=what\\_we\\_do/annual\\_events/summit\\_on\\_children\\_youth\\_mental\\_health](http://www.opsba.org/index.php?q=what_we_do/annual_events/summit_on_children_youth_mental_health)

**MOTION**

Moved by David O'Brien

Seconded by Corryn Mounstephen

That the Parent Involvement Committee recommend that the Board approve funding in the amount of up to \$1,800.00 be made available to enable PIC members listed below to attend the annual Summit of Children and Youth Mental Health Conference On April 7 – 8, 2016. Funding includes the cost of the hotel, mileage, parking and the registration fee for the Summit.

PIC member(s) attending the conference are: Cindy Gizuk, Dawn Tufford and Nancy Thompson.

**CARRIED**

All original receipts, including registration fees, mileage claims and parking costs must be submitted on a SCDSB Expense Claim form.

**8. Updates from Staff**

a) BOKS (Build our Kids' Success)

Superintendent Jackie Kavanagh reported that the mission of BOKS is to empower communities to help youth embrace healthy habits that will last a lifetime. BOKS is a global physical activity program aimed to enhance academic performance and the overall health of children through physical activity. BOKS is a program that is free to students in Canada and is a non-profit organization sponsored by Health Canada.

BOKS personnel must apply to the Superintendent of Facilities in order to be considered for addition to the approved Advertising in Schools list. It would then be a school based decision if the BOKS program is implemented at the school.

Committee members were in agreement to invite a speaker from BOKS to present to the committee in the new year.

b) PRO Grant 2014-2015 – Balance of Funds for COL Parent Engagement

Superintendent Kavanagh reported that the Ministry of Education has given PIC the opportunity to spend the remaining funds from the 2014-2015 COLPA funds. \$2,153 would be used for a similar initiative that assists parents in supporting their children's learning at home or at school.

The project must be completed and final report submitted no later than December 15, 2015.

The committee decided there was not enough time to organize the spending of the additional funds.

**9. People for Education Conference Report**

Chair O'Brien provided a report and overview on the People for Education Conference held on Saturday, November 7, 2015. A report compiled by those who attended the conference was distributed to the committee.

Members attending the People for Education conference felt it was a very worthwhile event, provided extensive opportunities to connect with other school council chairs and members from the Ministry, and offered valuable information on education in Ontario.

Trustee Annie Chandler commented on the valuable information distributed at the conference such as: tips for school council fundraising and reaching out to the school council community.

Chair O'Brien thanked PIC members for their input in compiling the report.

**10. Connecting with School Council Chairs**

Chair O'Brien provided committee members with an updated list of school council chairs by area.

The committee members discussed: various ways of connecting with school council chairs in their areas, i.e. sending a letter or a PIC introduction card to school council chairs; ensuring schools are using their emails and in general, strategies to improve links with school council chairs.

**11. PIC Christmas Social – December 8, 2015**

Chair O'Brien updated the committee on the upcoming PIC Christmas Social to be held in the Atrium at the Education Centre, on December 8, 2015.

A flyer will be sent to all School Council Chairs by board email and a Trustee Update will be sent to invite trustees, the Director of Education and Superintendents.

School Council chairs will be asked to respond to [picchair@scdsb.on.ca](mailto:picchair@scdsb.on.ca).

**MOTION**

Moved by David O'Brien  
Seconded by Dawn Tufford

That the Parent Involvement Committee recommend that the Board approve funding in the amount of up to \$1,000.00 be made available to enable PIC members to host a PIC Social on December 8, 2015 at the Education Centre to further PIC's mandate to support, encourage and enhance meaningful parent engagement and to communicate and support school councils in their role.

CARRIED

**12. Additional Updates/Future Agenda Items**

Committee member Cindy Gizuk suggested the possibility of Dr. Karen Gordon of DK Leadership to speak to the committee at a future date. Dr. Gordon offers a special rate to schools and also hosts some no charge events at schools around the county.

Cindy will contact Dr. Gordon, check on fees and report back to the committee.



**13. Adjournment**

Moved by Corryn Mounstephen  
Seconded by Cindy Gizuk

That the meeting be adjourned at 7:15 p.m.

PIC Social, December 8, 2015 in the Atrium, Education Centre.

The next regular meeting will be held on Tuesday, January 19, 2016,  
6:00 p.m., Georgian Room at the Education Centre.

**14. 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  
Special Education Advisory Committee

FROM: Chairperson of SEAC  
Superintendent of Education

SUBJECT: **MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE  
MEETING HELD DECEMBER 14, 2015**

The regular meeting of the Special Education Advisory Committee was held on Monday, December 14, 2015 at the Education Centre.

**A. Roll Call**

**PRESENT:**

**SEAC Members**

Kathleen Aikins (Trustee), Donna Armstrong (Trustee),  
Kevin Berry (Chairperson), Mark Bryan, Annie Chandler (Trustee),  
Rose-Ann Marchito, Peter Nagora, Yana Skybin,  
Tanya van Voorst.

**SEAC Alternates**

James Hall (Acting Member).

**Trustees**

Donna DaSilva.

**Staff**

Kathy Chapman, Mike Giffen, Stephen McClelland,  
Janis Medysky, Danielle Mink, Chris Samis, Shannon Thompson.

**REGRETS:**

**SEAC Members**

Kelly Barber, Sally Seabrook, Sandy Thurston.

**SEAC Alternates**

Dan Stroh.

**ABSENT:**

**SEAC Members**

Andrew Copegog, Sheryl Eastop, Joanne McCafferty, Jennifer  
Paterson, Caroline Smith.

**Recording Secretary**

Tina Bazuk.

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

**(1) Welcome**

**(a) Introductions**

Chairperson Berry welcomed committee members and staff and advised that Caroline Smith is the new representative for the Association for Bright Children of Ontario, Simcoe Chapter and Elizabeth McKeeman is stepping back into the alternate role for New Path Youth and Family Services and Peter Nagora is taking over as member.

(b) SCDSB Special Education Statement of Beliefs (A-1-b)

Yana Skybin, Vice-Chair, read the Statement of Beliefs.

*Rose-Ann Marchitto entered the meeting at this time.*

**(2) Approval of Agenda**

Moved by Mark Bryan  
Seconded by Kathleen Aikins

That the agenda be approved as written.

CARRIED

**(3) Approval of Minutes**

(a) Minutes of the Regular SEAC Meeting held November 9, 2015 (A-3-a)

Moved by Kathleen Aikins  
Seconded by Tanya van Voorst

That the minutes be approved as written.

CARRIED

*Donna Armstrong entered the meeting at this time.*

**B. Presentations**

**(1) (a) Mindfulness Project (B-1-a)**

Chris Samis, Superintendent of Education, introduced Danielle Mink, Mental Health Lead, and Kathy Chapman, Central Consultant for Special Education, who provided an overview of Mental Health supports and services within the SCDSB and the unique opportunity to promote positive mental health and enhance the students' social-emotional learning skills through the MindUp curriculum.

The MindUp curriculum designed for kindergarten through to Grade 8 provides comprehensive lessons to help all learners focus and reach their full potential through brain-centered management and teaching strategies. Students learn how the brain impacts behaviour and different coping methods to reduce stress.

SEAC members were provided the opportunity to practice a belly breathing exercise that is commonly used throughout the MindUp curriculum.

Alliston Union Public School (one of the SCDSB's Mental Health Pilot schools), created a video to educate and show the positive impact the MindUp curriculum has on staff and Students. The video was shared with SEAC.

All Social Skills and Gifted teachers have been trained to practice the MindUp curriculum and each class received the full set of curriculum materials. The lessons are well laid out and consistent with the Ontario curriculum.

Central Consultant Chapman shared the thoughts of some of the students and teachers in the Gifted Classes and what MindUp has meant to them.

Mental Health Lead Mink mentioned that last year all Grade 1 and 2 teachers from the 20 Mental Health Pilot schools along with Social Skills and Gifted Teachers were all trained in MindUp. This year, the focus for training will be Grade 1 and above as Kindergarten already has a program that is similar to MindUp.

Superintendent Samis, Mental Health Lead Mink, Central Consultant Chapman, responded to questions from SEAC at this time.

C. **Items for Decision** - NIL

D. **Items for Information**

(1) **Follow-up from Previous Meeting** - Nil

(2) **Staff Reports**

(a) **Relocation of Special Education Gifted Classes (D-2-a)**

Superintendent Samis provided an overview of the Relocation of Special Education Gifted Classes report.

The SCDSB offers a wide variety of programs and services to support students with special education needs throughout the county for all exceptionalities. As part of that range of services and supports, the SCDSB currently offers five elementary gifted programs, as well as six secondary gifted congregated clustered programs (GCCP).

In September 2016, two secondary and two elementary gifted programs will be relocated and/or consolidated in order to maximize effectiveness, opportunity and cost-efficiency.

**Elementary:** Bayview Public School and Orchard Park Public School will be consolidated and relocated to Coldwater Public School.

**Secondary:** Innisdale Secondary School (Barrie) and Barrie North Collegiate (Barrie) will be consolidated at Barrie North Collegiate on a graduated entry over four years. September 2016 would see all incoming Grade 9 students entering the GCCP program in the Barrie catchment area and September 2017 would be all Grade 9's and 10's and so on until 2019, when the entire GCCP program is consolidated at Barrie North Collegiate.

Several factors were considered prior to the recommendations for relocation and/or consolidation of the gifted and GCCP sites.

Superintendent Samis advised that Amy Reesor, GCCP teacher at Barrie North Collegiate will be coming in the New Year to present on the GCCP program at Barrie North.

Central Consultant Chapman advised SEAC members that the SCDSB has held numerous open houses over the last few years to market the gifted programs, however continue to see a limited enrolment in the Orillia and Midland elementary programs.

James Hall, representative for the Association for Bright Children of Ontario – Simcoe Chapter (ABC) expressed concern that ABC wasn't consulted prior to the report going forward to Board and SEAC.

Superintendent Samis advised that the Relocation of Special Education Gifted Classes report was brought forward to Board and SEAC as part of the consultation process and that any/all decisions will include the input received from both.

Superintendent Samis responded to questions from SEAC at this time.

(b) Special Incidence Portion (SIP) – Funding Report (D-2-b)

Superintendent Samis provided an overview of the Special Incidence Portion (SIP) Funding report.

The approved SCDSB's 2015-2016 Special Education overall budget is \$77,074,000, including \$1,064,635 related to SIP.

Special Education funding is made up of a variety of grants, including the Special Education Grant (SEG) and the Pupil Foundation Grant. As part of the SEG, school boards are able to apply for SIP funding to ensure the health and safety needs of students with extraordinary high needs are met. SIP funding relates only to students who require more than two full time equivalent board-paid staff support.

Timelines:

December, boards submit the SIP Approval Summary to the Ministry of Education's Regional Offices that includes all new and renewal claims as well as documentation supporting individual claims.

June, the Ministry of Education completes review of applications and approves all new and renewal SIP claims that meet the criteria for approval.

September, school boards are notified of their approved SIP funding allocation for the previous school year.

Superintendent Samis responding to questions from SEAC at this time.

(c) Simcoe County Special Needs Strategy Update (D-2-c)

Superintendent Samis provided an update on the Special Needs Strategy (SNS) which is a joint initiative of the Ministry of Children and Youth Services (MCYS), Ministry of Health and Long-Term Care (MHLTC), Ministry of Community and Social Services (MCSS) and the Ministry of Education (EDU).

The Ministries established June 2015 as the deadline for local areas to create, agree upon and submit a proposal for Coordinated Service Planning (CSP) and October 2015 for the Integrated Delivery of Rehabilitative Services (IR) proposal.

On November 26, 2015, the Simcoe CSP Proposal Development Table received notification that Simcoe's proposed model met or exceeded expectations with regard to the vast majority of key concepts for CSP. The feedback identified specific areas of strength in Simcoe's proposal that will assist the Ministries identify best practices for the provincial implementation process.

The Ministries have requested additional clarification in the areas of:

- Ensuring the referral and access points are clear for families;
- Families will not have to unnecessarily repeat their stories; and,
- A process is planned to share information between various providers, with appropriate consent.

The process of developing Simcoe County's SNS proposals has included significant input from families, youth and stakeholders throughout the entire process in order to meet the Ministries' mandate that the new model must respect the family's experience and goals.

Superintendent Samis responded to questions from SEAC at this time.

(3) **Committee Reports** - NIL

(4) **SEAC Member Updates - NIL**

- (a) Association/Agency Updates – All (D-4-a) - Nil

(5) **Board Member Updates**

- (a) Updates from Board Meetings – (D-5-a)

Trustee Aikins reported that at the November 25, 2015 Board meeting, Trustee's received and approved the revisions to the SCDSB SEAC Terms of Reference and reviewed as information the Relocation of Special Education Gifted Classes report.

**E. Correspondence**

A letter from the Ottawa-Carleton District School Board SEAC to the Ontario Public School Boards' Association supporting other District School Boards efforts to support children with Fetal Alcohol Spectrum Disorder (FASD) in Ontario Schools.

**F. Other Matters**

Chairperson Berry reminded members about the upcoming elections for Chair and Vice-Chair of SEAC at the January meeting and encouraged members to consider the role.

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

**H. Adjournment**

Moved by Kathleen Aikins  
Seconded by Tanya van Voorst

That the meeting be adjourned at 8:35 p.m.

CARRIED

The next meeting date is January 11, 2016.

**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

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 JANUARY 19, 2016**

A meeting of the Parent Involvement Committee was held on Tuesday, January 19, 2016 at the Education Centre.

**PRESENT:**

**Committee Members:** (Voting)  
Ken Boyington, Melanie Darlington, Rachel Draper, Ruth Howorth,  
Corryn Mounstephen (Vice-chairperson),  
David O'Brien (Chairperson), Nancy Thompson.

**Electronic Participation:** Cindy Gizuk, Mona Shah.

**Trustee**

**Representatives:** (Non-voting)  
Donna DaSilva.

**Administration & Staff**

**Representatives:** (Non-voting)  
Rita England (Recorder), Jackie Kavanagh, Melanie Slade-Morrison.

**REGRETS:** Jason Barr, Pamela Hodgson, Peter McLean, Jane Seymour,  
Yvonne Stahlmann, Dawn Tufford.

**GUESTS:** Dean Maltby, Sue McKearnen.

**1. Welcome and Introduction**

David O'Brien, Chairperson, called the meeting to order at 6:05 p.m. and welcomed trustees Donna DaSilva (Bradford West-Gwillimbury/New Tecumseth) and Pamela Hodgson (Wasaga Beach/Penetanguishene/Tiny) to the PIC committee; as well as PIC members and visitors from school councils.

Chair O'Brien explained to school council representatives that the Parent Involvement Committee (PIC) meeting is a formal committee of the board and that he would speak to any questions or comments from visitors at the end of the meeting.

Chair O'Brien expressed regrets on behalf of PIC members: Jason Barr, Yvonne Stahlmann, trustee Pamela Hodgson and staff members Jane Seymour and Peter McLean.



**2. Approval of Agenda**

Chair O'Brien asked the committee for approval of the agenda.

Moved by Ruth Howorth  
Seconded by Rachel Draper

That the agenda be accepted as printed.

CARRIED

**3. Guest Speakers**

Jackie Kavanagh, Superintendent of Education, welcomed Dean Maltby, Principal of Program and Innovation and Sue McKearnen, representing the EQAO (Education and Accountability Office). A handout was provided to the committee entitled: *GUIDE to EQAO Assessments in Secondary School*.

Principal Maltby and Sue McKearnen provided information on becoming familiar with the EQAO grade 9 math assessment and resources available to parents. The presentation included information on: learning how to use the EQAO results to support children's learning, the inclusion of the grade 9 math assessment for the students' final mark, how parents can support their child's learning throughout the year by promoting a positive mindset/attitude toward learning math, the value of using manipulatives and technologies to improve student achievement and how EQAO results assist school boards in their improvement planning strategies for students.

Additional information to help parents understand the assessment may be found on [www.eqao.com](http://www.eqao.com).

Inspiring Your Child to Learn and Love Math – Resource Guide  
[www.ontariodirectors.ca/parent\\_engagment-math](http://www.ontariodirectors.ca/parent_engagment-math)

Virtual Manipulatives <http://mathies.ca/learningTools.php>

Committee members were encouraged to tweet #DataInAction or #EQAO.

[sue.mckearnen@eqao.com](mailto:sue.mckearnen@eqao.com) or call info centre 1 888 327 7377

Principal Maltby and Sue McKearnen responded to questions from the committee.

Chair O'Brien thanked the presenters for their informative presentation.

4. **Approval of November 17, 2015 Minutes**

Chair O'Brien asked for approval of the minutes.

Moved by Melanie Darlington  
Seconded by Corryn Mounstephen

That the minutes of the November 17, 2015 minutes be accepted as printed.

CARRIED

5. **PRO Grant 2015-216 Circle of Learning, Family of Schools Outreach Update**

David O'Brien spoke on a numbered memorandum entitled "*Parent Involvement Committee (PIC) Circle of Learning – Family of Schools Outreach Grant*".

Superintendent Kavanagh reported that the numbered memorandum will be sent to the system encouraging principals, in conjunction with school staff and school council members to apply for funding for the Circle of Learning – Family of Schools Outreach Grant. An application form has been developed for schools to complete and submit to School Services.

Principals have been asked to work with their staff, school council and family of schools partners to plan an event, or series of events designed to support parent involvement in their child's learning. The school principal must complete an application form to apply for funding support. Application requests will be reviewed and authorized by board staff and PIC for eligibility.

Applications will be received by R. England at [rengland@scdsb.on.ca](mailto:rengland@scdsb.on.ca) until March 31, 2016. All approved projects must be completed and the funds spent by June 30, 2016.

6. **2015 School Council Parent Survey – Report Back to Schools**

The committee was provided with a report entitled *School Council Survey Summary Report, Results as of May 19<sup>th</sup>, 2015*. Chair O'Brien reported on the findings of the survey compiled by Garrett Hilborn, Research Analyst, SCDSB Research and Evaluation Services Department. Chair O'Brien explained that he had reviewed the results of the survey and incorporated comments for the committee's information.

The committee and Communications Officer, Melanie Slade Morrison discussed various methods of distribution to the system.

Superintendent Kavanagh Jackie suggested the document be emailed to system administrators to include in the next school council agenda. The committee discussed next steps in providing the information to school council chairs.

**7. School Council Orientation 2016 – Sub-Committee Update**

The School Council Orientation Sub-committee consisting of Corryn Mounstephen, Vice-chair, Ken Boyington and Cindy Gizuk (via teleconference) reported that they had developed a number of strategies for the School Council Orientation for October 2016.

Vice-Chair Mounstephen spoke on the development of a “School Council Continuity Binder” to be provided to all school council chairs at the beginning of the 2016 school year.

Items discussed included: inviting approved fundraising vendors to set up displays before the Orientation session, taping School Council Orientation using Google Hangout, promoting this event at the end of the 2015-2016 school year, carpooling, round table discussions – what makes your school unique, what is your top fundraiser and a School Council Chair discussion panel.

Chair O’Brien commended the sub-committee members for their extensive work on organizing the School Council Orientation.

**8. Connecting with School Council Chairs**

Chair O’Brien asked PIC members to speak on their successes and strategies in connecting with school councils.

Chair O’Brien thanked committee members for their hard work in building relationships with school councils.

**9. Updates from Staff**

Superintendent Kavanagh reported that the board’s Internet Technology (IT) Services department will be migrating PIC and school council chair address to Office0365 in the coming months. Additional information will be sent to all email holders at a later date.

**10. Additional Updates/Future Agenda Items**

- a) Chair O’Brien requested that any future agenda items be sent to his attention.
- b) The committee is trying to set up a presentation with BOKs at a future PIC meeting.

**11. Adjournment**

Moved by Nancy Thompson  
Seconded by Ruth Howorth

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

The next regular meeting will be held on Tuesday, February 16, 2016, 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

February 24, 2016

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

FROM: Human Resources Standing Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE HUMAN RESOURCES  
STANDING COMMITTEE MEETING HELD WEDNESDAY, FEBRUARY 10, 2016**

The Human Resources Standing Committee met in Public Session on Wednesday, February 10, 2016, at the Education Centre.

**PRESENT:**

**Committee Members**

Kathleen Aikins, Peter Beacock, Annie Chandler, Wayne Clements, Donna DaSilva (Vice-Chairperson), Jodi Lloyd, Krista Mayne (Chairperson), Daniel Shilling.

**Administration**

Stuart Finlayson, Daryl Halliday, Brian Jeffs, Jackie Kavanagh, Janis Medysky, Paula Murphy, Chris Samis, Paul Sloan, Kathryn Wallace.

**REGRETS:**

**Committee Members**

Jennifer Cameron, Pamela Hodgson, Michele Locke.

**ABSENT:**

**Committee Members**

Donna Armstrong.

**PRESENT:**

**Student Trustees**

Drew Campbell.

**REGRETS:**

**Student Trustees**

Nicholas Gulley.

**ABSENT:**

**Student Trustees**

Haley Tyrell.

**Recording Secretary**

Kary Hancock

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

1. **Approval of the Agenda**

**MOTION**

Moved by Kathleen Aikens  
Seconded by Peter Beacock

That the agenda be approved as printed.

CARRIED

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

3. **Presentations/Delegations** - Nil

**MOTION**

Moved by Jodi Lloyd  
Seconded by Daniel Shilling

That the Human Resources Standing Committee move into closed session.

CARRIED

*Student Trustee Drew Campbell left the meeting at this time.*

The Human Resources Standing Committee reconvened in public session at 6:05 p.m.

*Student Trustee Drew Campbell returned to the meeting at this time.*

**Items for Decision** - Nil

**Items for Information**

1. **Labour Update (Verbal)**

Associate Director Medysky advised that she does not have a verbal update for public session.

**Correspondence** - Nil

**Other Matters**

Director Wallace shared that Greg Elliott, Manager Information Technology, will be retiring after 30 years of employment with the board. Three years ago, IBM conduct a review of our organization and as a result they recommended the need for a Chief Information Officer to keep up with all of the changes in technology. Director Wallace advised that this position will become part of the senior team.

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

**MOTION**

Moved by Kathleen Aikins  
Seconded by Jodi Lloyd

That the meeting be adjourned at 6:10 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