

**SIMCOE COUNTY DISTRICT SCHOOL BOARD**

**REGULAR BOARD MEETING – WEDNESDAY, AUGUST 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).**

- A.**
- (1) Roll Call
  - (2) Approval of Agenda
  - (3) Approval of Minutes
    - (a) Minutes of the Special ARC Board Meeting held June 9, 2016
    - (b) Minutes of the Regular Meeting of the Board held June 15, 2016
  - (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) Trustee Tribute  
Sid Gendron and Sheila Storey from Sawmill Sid.
  - (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:  
Motion(s) for which notice was given at previous Board Meeting - Nil
- (3) Notice of Time Sensitive Motions from Statutory Committees - Nil
- (4) Committee Minutes/Reports - Items for Decision - Nil
- (5) Staff Reports – Items for Decision
  - (a) Special Education Advisory Committee Member Appointments
- (6) Committee Minutes/Reports - Items for Information
  - (a) Report of the Parent Involvement Committee Meeting held May 24, 2016
- (7) Staff Reports - Items for Information
  - (a) Strategic Plan – Stakeholder Consultation Plan and Development Timeline

**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 – September 7, 2016 at 6:00 p.m.  
– Georgian Room

Human Resources Standing Committee Meeting – September 14, 2016 at 6:00 p.m. –  
Georgian Room

Program Standing Committee Meeting – September 14, 2016 following HR Meeting –  
Georgian Room

Regular Meeting of the Board – September 28, 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, AUGUST 24, 2016**

REPORT	FYI	Decision Req.	MOTION
			Call Meeting to order. Roll Call
		√	That the agenda be approved as printed.
A-3-a Special ARC Board Minutes May 24, 2016		√	That the Minutes of the Special ARC Meeting of the Board held Thursday, June 9, 2016 be approved as printed.
A-3-b Board Minutes May 25, 2016		√	That the Minutes of the Regular Meeting of the Board held Wednesday, June 15, 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			Trustee Tribute – Sid Gendron and Sheila Storey from Sawmill Sid.
C-3 Delegations			Nil
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-5-a Special Education Advisory Committee Member Appointments		√	That the Board appoint to the SCDSB SEAC, effective September 1, 2016, Jill Foley as member and Lisa Hickling-Miller as alternate member for New Path Youth and Family Services, as set out in Report No. D-5-a, Special Education Advisory Committee Member Appointments, dated August 24, 2016.
D-6-a PIC – May 24, 2016	√		
D-7-a Strategic Plan – Stakeholder Consultation Plan and Development Timeline	√		
E-1 Reports from Liaison Members			
E-2 Notices of Motion for Next Meeting			

SIMCOE COUNTY DISTRICT SCHOOL BOARD  
RECOMMENDED ACTION - 2  
AUGUST 24, 2016

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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 ARC SPECIAL MEETING OF THE  
BOARD HELD JUNE 9, 2016**

A Special meeting of the Simcoe County District School Board was held on Thursday, June 9, 2016 at the Education Centre.

**A. (1) Roll Call**

**PRESENT:**

**Trustees**

Kathleen Aikins (fulfilling the role of Vice-chairperson),  
Donna Armstrong, Peter Beacock (Chairperson),  
Annie Chandler, Wayne Clements, Pamela Hodgson,  
Daniel Shilling.

**ELECTRONIC  
PARTICIPATION:  
Trustee**

Jodi Lloyd.

**REGRETS**

**Trustees**

Jennifer Cameron, Donna Da Silva, Michele Locke,  
Krista Mayne.

**REGRETS**

**Student Trustee**

Nicholas Gulley.

**ABSENT**

**Student Trustees**

Drew Campbell, Haley Tyrell.

The Chairperson called the meeting to order at 6:10 p.m.

Due to Vice-chairperson Lloyd participating electronically, Chairperson Beacock called for nominations for the election of Vice-chairperson for the evening.

Moved by Annie Chandler  
Seconded by Donna Armstrong

That Trustee Kathleen Aikins be nominated for the position of Vice-chairperson for the evening.

Trustee Aikins indicated that she would stand.

Chairperson Beacock called for further nominations for the position of Vice-chairperson. There being no further nominations, Trustee Aikins was acclaimed as Vice-chairperson for the evening.

**(2) Approval of Agenda**

Moved by Daniel Shilling  
Seconded by Annie Chandler

That the Agenda be approved as printed.

CARRIED

Chairperson Beacock shared the news of former Trustee Walter Connell's passing and expressed condolences to the family. Mr. Connell was a trustee for the SCDSB from 1991-1997.

Chairperson Beacock recognized Clearview Councilor Shawn Davidson, who was in attendance at the meeting.

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

**B. (1) Staff Report**

Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report (B-1-a)

Associate Director Janis Medysky provided an overview of the report and thanked the members of the ARC for their contribution.

Superintendent of Facility Services John Dance responded to questions from trustees.

(1)

Moved by Annie Chandler  
Seconded by Daniel Shilling

**#BP-2016-06-09-44**

That the Board approve Stayner Collegiate Institute transition to a Grade 7-12 model, effective September 2018, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(2)

Moved by Pamela Hodgson  
Seconded by Donna Armstrong

**#BP-2016-06-09-45**

That the Board approve Byng Public School transition to a Grade JK-6 model, effective September 2018, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(3)

Moved by Annie Chandler  
Seconded by Daniel Shilling

**#BP-2016-06-09-46**

That the Board approve Clearview Meadows Elementary School transition to a Grade JK-6 model, effective September 2018, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(4)

Moved by Pamela Hodgson  
Seconded by Annie Chandler

**#BP-2016-06-09-47**

That the Board approve staff implement a transition team, effective September 2017, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(5)

Moved by Pamela Hodgson  
Seconded by Daniel Shilling

**#BP-2016-06-09-48**

That the Board approve Byng Public School close subsequent to Ministry of Education funding approval and the completion of any required accommodation and renewal projects at Clearview Meadows Elementary School and/or Stayner Collegiate Institute, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(6)

Moved by Daniel Shilling  
Seconded by Annie Chandler

**#BP-2016-06-09-49**

That the Board approve in the event Ministry of Education funding approval is not granted, Byng Public School close, effective June 30, 2020, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(7)

Moved by Pamela Hodgson  
Seconded by Annie Chandler

**#BP-2016-06-09-50**

That the Board approve Byng Public School and Clearview Meadows Elementary School attendance areas consolidate subsequent to the closure of Byng Public School, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(8)

Moved by Pamela Hodgson  
Seconded by Donna Armstrong

**#BP-2016-06-09-51**

That the Board approve that an attendance area review commence in the fall of 2016 that includes Stayner Collegiate Institute, Collingwood Collegiate Institute and Nottawasaga Pines Secondary School, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(9)

Moved by Daniel Shilling  
Seconded by Annie Chandler

**#BP-2016-06-09-52**

That the Board approve a capital priority for accommodation and renewal needs at Stayner Collegiate Institute and/or Clearview Meadows Elementary School, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(10)

Moved by Annie Chandler  
Seconded by Pamela Hodgson

**#BP-2016-06-09-53**

That the Board approve that staff submit a business case to the Ministry of Education for accommodation and renewal needs at Stayner Collegiate Institute and/or Clearview Meadows Elementary School, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(11)

Moved by Pamela Hodgson  
Seconded by Donna Armstrong

**#BP-2016-06-09-54**

That the Board approve that staff establish an ad-hoc committee as per Policy 4440 to recommend to the Board a school name or names for the Board's consideration subsequent to the confirmed closure date of Byng Public School as set out in Report No. B-1-a Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

(12)

Moved by Pamela Hodgson  
Seconded by Annie Chandler

**#BP-2016-06-09-55**

That the Board approve that staff pursue capital partnerships with viable financial commitments in consideration of a capital priority business case submission, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/ Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

CARRIED

Chairperson Beacock and Director Wallace thanked the community members and senior staff for their work during the ARC process.



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

Regular Meeting of the Board – June 15, 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 6:45 p.m.

CARRIED

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 JUNE 15, 2016**

The regular meeting of the Simcoe County District School Board was held on Wednesday, June 15, 2016 at the Education Centre.

**A. (1) Roll Call**

**PRESENT:**

**Trustees**

Kathleen Aikins, Donna Armstrong, Peter Beacock (Chairperson), Jennifer Cameron, Annie Chandler, Wayne Clements, Donna Da Silva, Pamela Hodgson, Jodi Lloyd (Vice-chairperson), Michele Locke, Daniel Shilling.

**REGRETS**

**Trustees**

Krista Mayne.

**PRESENT:**

**Student Trustee**

Drew Campbell, Nicholas Gulley, Haley Tyrell.

**Recording Secretary**

Lena Robyn.

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

**(2) Approval of Agenda**

Moved by Daniel Shilling  
Seconded by Annie Chandler

That the Agenda be approved as printed.

CARRIED

**(3) Approval of Minutes**

Minutes of the Special ARC Board Meeting held May 24, 2016 (A-3-a)

Moved by Annie Chandler  
Seconded by Michele Locke

That the Minutes of the Special ARC Meeting of the Board held Tuesday, May 24, 2016 be approved as printed.

CARRIED

Minutes of the Regular Meeting of the Board held May 25, 2016 (A-3-b)

Moved by Donna Da Silva  
Seconded by Daniel Shilling

That the Minutes of the Regular Meeting of the Board held Wednesday, May 25, 2016 be approved as printed.

CARRIED

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

**B. Committee of the Whole**

Moved by Michele Locke  
Seconded by Annie Chandler

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**

There is no update from Student Senate as their last meeting was in May. Student Trustee Drew Campbell thanked the Board of Trustees on behalf of the group for the opportunity they've had this year. He said no other opportunity they can get at their age rivals this.

**(2) Trustee Tributes**

Trustee Annie Chandler thanked the Student Trustees for their leadership throughout the year. She talked about the contributions they've made. She also commented on their leadership style. She said they all follow a bottom-up approach at Student Senate. They empowered the students in attendance by making them feel a part of the team and that their ideas and suggestions were important and valued. She wished them well in their future endeavors.

Student Trustee Gulley is returning for his Grade 12 year. Student Trustee Tyrell will also be returning for Grade 12. Student Trustee Campbell is attending Guelph Humber next year for Media Studies.

**(3) Delegations - Nil**

**RECOMMENDATIONS FOR ACTION**

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

(1)  
Moved by Pamela Hodgson  
Seconded by Daniel Shilling

*#BP-2016-06-15-56*

That the Board approve the school administrator appointment, as set out in Report CL-HR-D-1 School Administrator Appointment, dated June 8, 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 June 1, 2016 (D-4-a)

Moved by Kathleen Aikins  
Seconded by Michele Locke

**#BF-2016-06-01-57**

That the Board approve the amendments to Trust Declarations, as set out in APPENDIX A and APPENDIX B of Report No. BF-D-1, Amendments to Trust Declarations for Scholarship and Trust Funds, dated June 1, 2016.

CARRIED

Report of the Audit Committee Meeting held June 6, 2016 (D-4-b)

Moved by Donna Armstrong  
Seconded by Donna Da Silva

**#AUD-2016-06-06-58**

That the Board approve the revised 2015-2016 Internal Audit Plan, as set out in Report No. AUD-D-1, Internal Audit Update, dated June 6, 2016.

CARRIED

Report of the Program Standing Committee Meeting held June 8, 2016 (D-4-c)

(1)  
Moved by Annie Chandler  
Seconded by Kathleen Aikins

**#PRO-2016-06-08-59**

That the Board approve the revisions to Policy No. 4180 – Assessment, Evaluation and Reporting of Student Achievement, as set out in APPENDIX C of Report No. PRO-D-1, Revisions to Policy No. 4180 – Assessment, Evaluation and Reporting of Student Achievement, dated June 8, 2016.

CARRIED

(2)  
Moved by Pamela Hodgson  
Seconded by Annie Chandler

**#PRO-2016-06-08-60**

That the Board approve the revisions to Policy No. 4140 – Selection and Approval of Learning Media, as set out in APPENDIX C of Report No. PRO-D-2, Revisions to Policy No. 4140 – Selection and Approval of Learning Media, dated June 8, 2016.

CARRIED

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

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

Moved by Donna Da Silva  
Seconded by Kathleen Aikins

**#BP-2016-06-15-61**

That the Board appoint Trustee Michele Locke to serve as the student trustee mentor from August 1, 2016 to July 31, 2017, as set out in Report No. D-5-a, Appointment of Student Trustee Mentor, dated June 15, 2016.

CARRIED

Capital Priorities Update (D-5-b)

Moved by Michele Locke  
Seconded by Jodi Lloyd

**#BP-2016-06-15-62**

That the Board approve the capital priority list, as set out in Report No. D-5-b, Capital Plan Priorities Update, dated June 15, 2016.

CARRIED

Orillia Secondary School and Twin Lakes Secondary School  
Closed to Out-of-Area – Status Update (D-5-c)

Moved by Jodi Lloyd  
Seconded by Daniel Shilling

**#BP-2016-06-15-63**

That the Board approve Orillia Secondary School and Twin Lakes Secondary School be open to out-of-area requests for the 2016-2017 school year, as set out in Report No. D-5-c, Orillia Secondary School and Twin Lakes Secondary School Closed to Out-of-Area – Status Update, dated June 15, 2016.

CARRIED

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

Report of the Parent Involvement Committee Meeting held  
April 19, 2016 (D-6-a)

This report was provided as information.

Report of the Special Education Advisory Committee Meeting  
held May 9, 2016 (D-6-b)

This report was provided as information.

Report of the Human Resources Standing Committee Meeting  
held June 8, 2016 (D-6-c)

This report was provided as information.

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

**E. OTHER MATTERS**

(1) Reports from Liaison Members

Trustee Locke provided an update on the recent AGM/OPSBA conference she attended in Ottawa and commented that it was a very informative conference.

(2) Notices of Motion for next meeting - Nil

(3) Questions and Proposals from Trustees

Chairperson Beacock with Director Wallace attended the ground breaking ceremony for the new Georgian Bay District Secondary School on June 9<sup>th</sup> and commented that it was an excellent event and was well attended.

Chairperson Beacock attended the school closing ceremony for Midland Secondary School on June 11<sup>th</sup>. He commented that it was a great celebration that was well attended and well organized.

Chairperson Beacock attended the Board's retirement function on June 13<sup>th</sup> and commented that it was a wonderful event. Chairperson Beacock acknowledged that a tremendous amount of work is required in the planning of this event and thanked board staff for their hard work.

Chairperson Beacock and Vice-chairperson Lloyd attended the MusiCounts presentation at Orillia Secondary School on June 13<sup>th</sup>. This was the result of a \$10,000 grant awarded to the school for the purchase of musical instruments. Canadian country music singer, Tim Hicks, performed at the event. Alan Reed, CEO and President of the Canadian Academy of Recording Arts and Sciences, the Juno Awards and MusiCounts, was in attendance to personally present the grant. Vice-chairperson Lloyd commented that the students were very excited and it was a wonderful afternoon enjoyed by all.

Chairperson Beacock, on behalf of the trustees, congratulated Lena Robyn, Executive Assistant to the Board, on her upcoming retirement and thanked her for her excellent support over the past 14 years and wished Lena all the best.

(4) Professional Development Seminars Attendance - Nil

(5) Reports/Update from Staff

Director Wallace also thanked Lena Robyn for her dedication and support over the past 14 years. Director Wallace congratulated all the recent retirees of the board and thanked them for the work they have done on behalf of Simcoe County District School Board students. The Director wished the retirees success in their retirement.

Director Wallace also thanked the trustees and the senior administration team for their support and hard work. The Director also thanked the student trustees for their contribution and wished them all the best.

Chairperson Beacock and Director Wallace wished everyone a safe and happy summer.

(6) Correspondence – Nil

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

Regular Meeting of the Board – August 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 Da Silva

That the meeting be adjourned at 7:40 p.m.

CARRIED

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

FROM: Superintendent of Education

SUBJECT: **SPECIAL EDUCATION ADVISORY COMMITTEE MEMBER APPOINTMENTS**

**1. Background**

*O. Reg. 464/97: [Special Education Advisory Committees](#)* sets out the requirement that each Board establish a Special Education Advisory Committee (SEAC). If a seat or position on a SEAC becomes vacant, the Board that appointed the person whose seat or position has become vacant shall appoint a qualified person to fill the vacancy for the remainder of the term, as laid out in *Regulation 464/97, Section 8*.

**2. Current Status**

The Simcoe County District School Board's (SCDSB) SEAC currently has twelve (12) members representing 'local associations' as defined in *O. Reg. 464/97, section 1 and two (2) members representing 'additional members' appointed under subsection (5)*. *O. Reg. 464/97* permits school boards to approve a maximum of 12 'local associations' to further the interests and well-being of one or more groups of exceptional children or adults.

New Path Youth and Family Services is an accredited children's mental health agency that services children, youth and their families living in Simcoe County. New Path has 8 office locations throughout Simcoe County and provides services in office, in the community and within local school boards. New Path works collaboratively with SCDSB in a number of different ways and is the Lead Agency for Moving on Mental Health in Simcoe County.

New Path Youth and Family Services has provided the following nomination for representation on SEAC effective September 1, 2016:

- Jill Foley as the SEAC member (replacing Peter Nagora)
- Lisa Hickling-Miller as the SEAC alternate member (replacing Elizabeth McKeeman)

These nominations meet the criteria for selection as members for New Path Youth and Family Services.

**RECOMMENDATIONS**

That the Board appoint to the SCDSB SEAC, effective September 1, 2016, Jill Foley as member and Lisa Hickling-Miller as alternate member for New Path Youth and Family Services, as set out in Report No D-5-a, Special Education Advisory Committee Member Appointment, dated August 24, 2016.

**Respectfully submitted by:**

Chris Samis  
Superintendent of Education

**Approved for submission by:**

Kathryn Wallace  
Director of Education

August 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 MAY 24, 2016**

A meeting of the Parent Involvement Committee was held on Tuesday, May 24, 2016 at the Education Centre.

**PRESENT:**

**Committee Members:** (Voting)  
Jason Barr, Ken Boyington, Shannon Daggett, Melanie Darlington,  
Rachel Draper, Corryn Mounstephen (Vice-chairperson),  
David O'Brien (Chairperson), Nancy Thompson, Dawn Tufford.

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

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

**REGRETS:** Cindy Gizuk, Pamela Hodgson, Ruth Howorth.

**1. Welcome and Introduction**

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

Chair O'Brien expressed regrets on behalf of Trustee Pamela Hodgson and PIC members Ruth Howorth and Cindy Gizuk. Superintendent Jackie Kavanagh was unable to attend part of the meeting as the result of a Special Board meeting.

Peter McLean, Principal of Worsley Elementary School filled in during Superintendent Kavanagh's absence.

**2. Approval of Agenda**

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

Moved by Rachel Draper  
Seconded by Shannon Daggett

That the agenda be accepted as printed.

CARRIED

**3. Approval of April 19, 2016 Minutes**

Chair O'Brien asked for approval of the minutes.

Moved by Shannon Daggett  
Seconded by Nancy Thompson

That the minutes of the April 19, 2016 minutes be accepted as printed.

CARRIED

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

Deferred to June 21, 2016.

**5. PRO Regional Grant Application 2016-2017**

Chair O'Brien reported to the committee that a Regional PRO grant had been submitted to the Ministry of Education for the 2016-2017 school year, by the May 29 deadline. *The Circle of Learning – Engaging Parents Through Co-learning* proposal was designed to build on the success of the previous Circle of Learning grants. A copy of the Ministry grant application was provided to committee members.

If the application is accepted by the Ministry, principals will again be asked to submit an application to the PIC and principals will work with their staff, school council and family of school partners to plan an event, or series of events, designed to support parent involvement in their child's learning.

**6. PIC Memberships Application and Requirements – 2016-2017**

Chair O'Brien reported that 6 applications had been received to date for positions on PIC for the 2016-2017 school year. At the present time, there are only 2 vacancies in Areas 4 and 5.

Committee members were requested to confirm their interest in remaining on PIC next year. Chair O'Brien acknowledged the work of Ken Boyington who will be retiring after this year having completed a four year term on PIC.

Chair O'Brien thanked everyone for their interest and dedication on the committee.

**7. PIC Meeting Dates – 2016-2017**

Chair O'Brien spoke to a handout which provided the PIC meeting dates for 2015 – 2016. The meetings will be held every third Tuesday of the month in the Georgian Room, except for December, March and June when there will be no scheduled meetings.

It was noted that the new PIC member orientation and first PIC meeting are combined again this year, to be held Tuesday, September 29, 2016.

**8. Updates from Staff**

Principal McLean spoke to a handout provided to the committee entitled *Fresh from the Farm: Healthy Fundraising for Ontario Schools*. The memorandum was distributed to Directors of Education by the Ministry of Education and the Ontario Ministry of Agriculture, Food and Rural Affairs.

Fresh from the Farm was designed to support the Ontario government's local food strategy and the [School Food and Beverage Policy](#) and is providing schools and students with a healthy fundraising alternative.

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

Principal McLean spoke on the positive impact of proper eating for students and encouraged PIC members to take this initiative back to their school councils and speak with their principals to bring this worthwhile healthy eating strategy to all schools.

**9. School Orientation Preparation – October 18, 2016**

Chair O'Brien explained that the School Council Orientation committee was organizing a continuity binder to distribute to school councils for the fall.

*Superintendent Jackie Kavanagh entered the meeting at this time.*

Vice-chairperson Corryn Mounstephen reported that the subcommittee, Cindy Gizuk and Ken Boyington had met and discussed a general outline for the October 18 orientation session.

The committee discussed hosting vendors and community representatives in the Atrium to commence at 4:30 pm. PIC members discussed preferred vendors who will be contacted and invited to host a booth.

Superintendent Jackie Kavanagh suggested representatives from the Simcoe Muskoka Health Unit Health (immunization, healthy smiles, PHNs), Purchasing Department (fundraising information/approved vendors list), and Environmental Systems/Facilitates (environmental initiatives, recycling and becoming a platinum school and recycling), each be invited to host a booth at the School Council Orientation evening.

Vice-Chair Mounstephen commented that PIC members will be facilitators at round table discussions and explained the work to date on the Continuity Binder for school councils.

At this time PIC members spent the rest of the meeting assembling the School Council Continuity binders.

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

**11. Adjournment**

Moved by Melanie Darlington  
Seconded by Shannon Daggett

That the meeting be adjourned at 7:55 p.m.

The next regular meeting will be held on Tuesday, June 21, 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

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

FROM: Director of Education

SUBJECT: **STRATEGIC PLAN - STAKEHOLDER CONSULTATION PLAN AND DEVELOPMENT TIMELINE**

1. **Background**

The current multi-year strategic plan, *The Simcoe Path*, was approved in September 2010. It includes four goals, each with supporting direction.

- Confidence in public education
- Inclusive, equitable and safe learning and working environments
- Relevant, purposeful learning supporting high achievement, well-being and learning for life
- Responsible stewardship of resources

*The Simcoe Path* aligns with the Ministry of Education’s goals and guides the work within the Simcoe County District School Board (SCDSB), including the action plans developed by every department, and the annual Board Learning Plan and School Learning Plans.



**Connection to mission and vision**

During the 2014-15 school year, the board approved a new mission and vision. Our mission describes what we do every day: we inspire and empower learning for life. Our vision is a community of learners achieving full potential—this is the ultimate result we are working toward.

The strategic priorities (goals) should move the organization towards the vision. The plan provides specific direction regarding how resources (financial, capital and human) should be allocated. This helps staff at all levels of the organization analyze the value of projects/ideas and prioritize work.



## **Assessing progress**

The Broader Public Sector Accountability Act requires school boards and other organizations covered by the Act to publicly share:

- the organization's mandate and strategic direction
- an overview of current and future programs and key activities
- performance measures and targets

The revised strategic plan will include indicators to measure progress towards each of the goals, and a plan for regular review and reporting. The indicators and progress updates will be shared on [www.scdsb.on.ca](http://www.scdsb.on.ca), with employees through the staff website and e-newsletter, and through the annual report to the community.

## **2. Current Status**

A committee of staff from various departments are assisting the Director of Education and senior administration with the review of the current plan.

The review will include information from three areas:

1. Ministry of Education goals, directives, funding and priorities
2. SCDSB qualitative and quantitative information, and review of relevant research
3. Stakeholder input: needs and expectations

The staff committee will analyze the information and draft updated goals and directions, identify indicators, and prepare a plan for review and reporting of progress. The Board of Trustees will participate in the strategic planning process. The Board of Trustees will receive recommendations for consideration when the process is complete.

### **Stakeholder consultation**

Stakeholder consultations will run from mid-September to mid-October. Stakeholders include staff, students, parents, potential parents/students, staff from community agencies, non-profit groups, local businesses, post-secondary institutions, daycares, municipalities and any other individuals interested in public education in Simcoe County.

The consultations will include the following elements and opportunities for interested stakeholders to provide input:

- **Online community survey** including *Where should we invest?* sorting activity to assign limited resources to a list of 24 potential priority areas
- **Community outreach booths** at Collingwood Downtown Farmers' Market (Sept. 17), Orillia Downtown Farmers' Market (Sept. 24) and Alliston Downtown Farmers' Market (TBD)
- **#SCDSBDifference Twitter chats** at 8 p.m. on Sept. 29 and Oct. 6
- **On-the-spot interviews** with parents/guardians and students at randomly selected schools
- Presentation and activity with **system leaders** at the start-of-year event on Aug. 30
- **Materials for schools** to run activities with staff, school councils and students
- Two **invited participant workshops** (Oct. 4) with various stakeholder groups

The following three questions will be the focus of the consultation:

1. What does the SCDSB do already to realize our vision of a community of learners achieving full potential?
2. What is the most important thing we can begin to do to help us realize our vision?
3. What role do you think SCDSB schools play or should play in your community?

### ***Where should we invest? sorting activity***

This activity will be run at in-person events, as well as online. Participants receive 18 tokens to sort by priority between the 24 buckets listed below. The purpose of this activity is to help participants understand the challenge of dividing limited resources (time and money) between competing priorities. It will also provide an indication of what our stakeholders believe is important.

Priority area “buckets”:

1. Arts
2. Basic needs (food, clothing, shelter)
3. Community partnerships
4. Continuing/Adult Education
5. Entrepreneurialism/creativity/innovation
6. Equity/inclusive schools
7. ESL/ELL support
8. Extra-curricular (sports, clubs)
9. Facility renovations & maintenance
10. French Immersion
11. Learning materials and equipment (books, technology etc.)
12. Literacy
13. Mental health support /well-being
14. Numeracy
15. Other - with sharpie to write on the token
16. Outdoor education
17. Parent engagement
18. Physical fitness
19. Programs to meet individual learner needs
20. Safety
21. Special education
22. Staff leadership/training
23. Student leadership development
24. Transportation

### **Promotion of the consultation**

The following methods will be used to make stakeholders aware of how they can provide feedback on the strategic plan:

- A dedicated section of [www.scdsb.on.ca](http://www.scdsb.on.ca) will be created with all background information and materials, a timeline of the process, a list of feedback opportunities and links to online surveys. This section will be featured on the home page of [www.scdsb.on.ca](http://www.scdsb.on.ca), as well as all school websites.

- The consultation opportunities will be promoted on social media and shared with media through a news release. An email with the survey will be sent directly to the parent email addresses on file in PowerSchool.
- Newsletter articles will be provided to schools.
- Invitations to the Oct. 4 workshops will be sent electronically to specific stakeholders.

### **Timeline**

#### **August 24, 2016 – Report to Board of Trustees at the Board Meeting**

#### **August 30, 2016 – Director’s Meeting with principals, vice-principals and managers**

- Director’s address will cover: current situation (data, anecdotes about our achievement of current goals), Ministry directives/funding and trends in education research.
- Participants will complete the sorting activity and three questions.
- Following meeting, principals/vice-principals/managers are emailed resources to use with staff, school councils and students.

#### **September – October 2016**

- Consultation activities take place as outlined above.
- Emerging themes begin to be identified.
- Research Department begins to prepare report.

#### **November 2016**

- Draft strategic plan prepared with indicators selected for each of the goals.
- Administrative Council reviews and revises the draft, and determines timelines and process for review and reporting of indicators.
- Communications plan is developed.
- Recommendation to The Board of Trustees prepared and presented at November Board Meeting.

#### **January 2017**

- Communication materials provided to schools/departments based on communications plan.

### **Report Status**

This report is provided for information.

### **Respectfully submitted by:**

Kathryn Wallace  
Director of Education

August 24, 2016