

SIMCOE COUNTY DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING – WEDNESDAY, NOVEMBER 23, 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 Regular Meeting of the Board held October 26, 2016
 - (b) Minutes of the Special Meeting of the Board held November 9, 2016
 - (4) Declaration of Conflicts of Interest

CLOSED SESSION

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

PUBLIC SESSION

- C.**
- (1) Report from Student Trustees
 - (2) Trustee Tribute - Nil
 - (3) Delegations – Ewelina Chwilkowska Re: French Immersion Program Review in Orillia

D. RECOMMENDATIONS FOR ACTION

- (1) Report from the Closed Session of the Board in Committee of the Whole
- (2) Matters Arising from Previous Meeting:
Motion(s) for which notice was given at previous Board Meeting - Nil
- (3) Notice of Time Sensitive Motions from Statutory Committees - Nil
- (4) Committee Minutes/Reports - Items for Decision
 - (a) Report of the Business and Facilities Standing Committee Meeting held November 2, 2016
 - (b) Report of the Human Resources Standing Committee Meeting held November 9, 2016
 - (c) Report of the Program Standing Committee Meeting held November 9, 2016
- (5) Staff Reports – Items for Decision
 - (a) Schedule of January 2017 Board Meeting

(6) Committee Minutes/Reports - Items for Information

- (a) Report of the Parent Involvement Committee Meeting held September 20, 2016
- (b) Report of the Parent Involvement Committee Meeting held October 18, 2016
- (c) Report of the Special Education Advisory Committee Meeting held October 3, 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

Special Board Meeting - Organization – December 5, 2016 at 6:00 p.m. –

Georgian Room

Business and Facilities Standing Committee Meeting – December 7, 2016 at 6:00 p.m. –

Georgian Room

Special Education Advisory Committee Meeting – December 12, 2016 at 7:00 p.m. –

Georgian Room

First Nations Education Advisory Committee Meeting – Tuesday, December 13, 2016 at 10:30 a.m. – Rama (TBD)

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

Georgian Room

Program Standing Committee Meeting – December 14, 2016 following HR Meeting –

Georgian Room

Regular Meeting of the Board – December 21, 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, NOVEMBER 23, 2016**

REPORT	FYI	Decision Req.	MOTION
			Call Meeting to order. Roll Call
		√	That the agenda be approved as printed.
A-3-a Board Minutes October 26, 2016		√	That the Minutes of the Regular Meeting of the Board held Wednesday, October 26, 2016 be approved as printed.
A-3-b Special Board Minutes November 9, 2016		√	That the Minutes of the Special Meeting of the Board held Wednesday, November 9, 2016 be approved as printed.
			Declaration of Conflicts of Interest
MOTION		√	That we go into Closed Session of the Committee of the Whole
PUBLIC SESSION			
C-1			Report from Student Trustees
C-2 Trustee Tribute			Nil
C-3 Delegations			Ewelina Chwilkowska Re: French Immersion Program Review in Orillia
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-4-a Business & Facilities – November 2, 2016		√	(1) That the Board approve the transfer of the FI program, Grade 5 (and subsequent phase in), and the EFSL program, Grades 6-8, from Hillcrest Public School to Portage View Public School in September 2017, as set out in Report No. BF-D-1, Program Review 2016:01 – Hillcrest Public School, Portage View Public School, dated November 2, 2016.
		√	(2) That the Board approve the transfer of the FI program, Grades 1-4, from Regent Park Public School to Harriett Todd Public School in September 2017, as set out in Report No. BF-D-2, Program Review 2016:02 – Harriett Todd Public School, Regent Park Public School, dated November 2, 2016.

SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 2
 NOVEMBER 23, 2016

<p>D-4-b Human Resources – November 9, 2016</p>		<p>√</p> <p>√</p> <p>√</p> <p>√</p>	<p>(1) That the Board approve the revisions to Policy No. 3031 – Workplace Harassment, as set out in APPENDIX C of Report No. HR-D-1, Review of Policy No. 3031 – Workplace Harassment, dated November 9, 2016.</p> <p>(2) That the Board approve the revisions to Policy No. 3045 – Workplace Violence, as set out in APPENDIX C of Report No. HR-D-2, Review of Policy No. 3045 – Workplace Violence, dated November 9, 2016.</p> <p>(3) That the Board approve the revisions to Policy No. 3110 – Recruitment of Personnel, as set out in APPENDIX C of Report No. HR-D-3, Review of Policy No. 3110 – Recruitment of Personnel, dated November 9, 2016.</p> <p>(4) That the Board approve that Policy No. 3320 – Professional Learning remain status quo, as set out in APPENDIX A of Report No. HR-D-4, Review of Policy No. 3320 – Professional Learning, dated November 9, 2016.</p>
<p>D-4-c Program Committee – November 9, 2016</p>		<p>√</p>	<p>That the Board approve revisions to Policy No. 4235, Elementary Schools Safe-Arrival Program, as set out in APPENDIX C of Report No. PRO-D-1, Revisions to Policy No. 4235 Elementary Schools Safe-Arrival Program, dated November 9, 2016.</p>
<p>D-5-a Schedule of January 2017 Board Meeting</p>		<p>√</p>	<p>That the Board approve the rescheduling of the January Board meeting from January 18, 2017 to January 25, 2017, as set out in Report No. D-5-a, Schedule of January 2017 Board Meeting, dated November 23, 2016.</p>
<p>D-6-a PIC – September 20, 2016</p>	<p>√</p>		
<p>D-6-b PIC – October 18, 2016</p>	<p>√</p>		
<p>D-6-c SEAC – October 3, 2016</p>	<p>√</p>		
<p>E-1 Reports from Liaison Members</p>			

SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 3
 NOVEMBER 23, 2016

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 OCTOBER 26, 2016**

The regular meeting of the Simcoe County District School Board was held on Wednesday, October 26, 2016 at the Education Centre.

A. (1) Roll Call

PRESENT:

Trustees

Kathleen Aikins, Donna Armstrong, Peter Beacock (Chairperson), Jennifer Cameron, Annie Chandler (fulfilling the role of Vice-chairperson), Wayne Clements, Donna Da Silva, Pamela Hodgson, Michele Locke, Krista Mayne, Dan Shilling.

REGRETS

Trustees

Jodi Lloyd.

PRESENT:

Student Trustee

Grace Leyshon, Zak Mattila, Matt Thorhauge.

Recording Secretary

Debbie Foster.

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

In the absence of Vice-chairperson Lloyd, Chairperson Beacock called for nominations for the election of Vice-chairperson for the evening.

Moved by Michele Locke
Seconded by Krista Mayne

That Trustee Annie Chandler be nominated for the position of Vice-chairperson for the evening.

Trustee Chandler indicated that she would stand.

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

(2) Approval of Agenda

Moved by Kathleen Aikins
Seconded by Jennifer Cameron

That the Agenda be approved as printed.

CARRIED

Minutes of the Regular Meeting of the Board held September 28, 2016 (A-3-a)

Moved by Michele Locke
Seconded by Krista Mayne

That the Minutes of the Regular Meeting of the Board held Wednesday, September 28, 2016 be approved as printed.

CARRIED

(3) Declaration of Conflicts of Interest – Nil

B. Committee of the Whole

Moved by Krista Mayne
Seconded by Daniel Shilling

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

The Student Trustees reported that Jessica Kukac, Environmental Systems Coordinator, spoke to the Student Senate regarding the Ontario EcoSchools program and other initiatives in Simcoe County District School Board (SCDSB) schools. The Student Senate did a garbage sorting activity with Jessica to learn more about diversion.

Trustee Locke indicated that, as the Student Trustee Mentor, she also attended the presentation which was excellent. There are great programs going on in our schools and the students are very enthusiastic.

(2) Trustee Tributes

Trustee Krista Mayne presented Trustee Tributes to West Bayfield Elementary School Staff and Students, teacher Melanee Vandermolen and teacher librarian Kelly Helm, as well as Dairy Queen Franchise owner, Brad Truelove. These individuals were recognized for their contributions to the David Busby Street Centre, a not-for-profit organization working to advocate for and improve conditions for individuals and families within the County of Simcoe who are homeless or at risk of homelessness. The group received The Learning Partnership Award for Enterprising Spirit.

**(3) Delegation – Andrew McNeill, Director of Economic Development and Tourism
Town of Wasaga Beach, Re: High School Task Force**

Chairperson Beacock welcomed Mayor Smith, Deputy Mayor Bifulchi and Counsellors Smith, Belanger and Bray who were in attendance at this evening's meeting.

Chairperson Beacock thanked the Town of Wasaga Beach for their presentation and indicated that their presentation is being received as information.

Motion

Moved by Kathleen Aikins
Seconded by Krista Mayne

To resume the Regular Board Meeting following a 5 minute recess.

CARRIED

RECOMMENDATIONS FOR ACTION

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

(1)
Moved by Michele Locke
Seconded by Daniel Shilling

#BP-2016-10-26-76

That the Board approve the renewal of the agreement for the 2016-2017 year for the 7th Fire Alternative Program, as set out in Report No. CL-BF-D-1, 7th Fire Alternative Program – Georgian Bay Native Friendship Centre Agreement Renewal 2016-2017, dated October 5, 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 October 5, 2016 (D-4-a)

(1)
Moved by Donna Armstrong
Seconded by Annie Chandler

#BF-2016-10-05-77

That the Board approve the Student Leadership Plan, as set out in Report No. BF-D-1, 2016-2017 Budget Investment: Student Leadership, dated October 5, 2016.

CARRIED

(2)
Moved by Kathleen Aikins
Seconded by Pamela Hodgson

#BF-2016-10-05-78

That the Board approve the Arts Education Plan, as set out in Report No. BF-D-2, 2016-2017 Budget Investment: Arts Education, dated October 5, 2016.

CARRIED

(3)
Moved by Kathleen Aikins
Seconded by Michele Locke

#BF-2016-10-05-79

That the Board approve the English as a Second Language (ESL) Students Plan, as set out in Report No. BF-D-3, 2016-2017 Budget Investment: English as a Second Language (ESL) Students, dated October 5, 2016.

CARRIED

(4)
Moved by Kathleen Aikins
Seconded by Daniel Shilling

#BF-2016-10-05-80

That the Board appoint Trustee Jodi Lloyd to serve as the designated voting member for the December 1, 2016, SCSTC AGM, as set out in APPENDIX A of Report No. BF-D-4, Simcoe County Transportation Consortium Annual General Meeting (AGM) Designated Voting Member and Alternate Voting Member, dated October 5, 2016.

CARRIED

Moved by Kathleen Aikins
Seconded by Pamela Hodgson

That the Board appoint Trustee Donna Da Silva to serve as the designated alternate voting member for the December 1, 2016, SCSTC AGM, as set out in APPENDIX A of Report No. BF-D-4, Simcoe County Transportation Consortium Annual General Meeting (AGM) Designated Voting Member and Alternate Voting Member, dated October 5, 2016.

CARRIED

Report of the Program Standing Committee Meeting held
October 12, 2016 (D-4-b)

(1)
Moved by Kathleen Aikins
Seconded by Annie Chandler

#PRO-2016-10-12-81

That the Board approve the revisions to Policy No. 4230, School Safety Patrols, as set out in APPENDIX C of Report No. PRO-D-1, Revisions to Policy No. 4230 School Safety Patrols, dated October 12, 2016.

CARRIED

(5) Staff Reports – Items for Decision

Special Education Advisory Committee Member Appointments (D-5-a)

Moved by Kathleen Aikins
Seconded by Jennifer Cameron

#BP-2016-10-26-82

That the Board appoint to the SCDSB SEAC, effective November 1, 2016, Katherina Symes as alternate member for Autism Ontario – Simcoe Chapter, as set out in Report No. D-5-a, Special Education Advisory Committee Member Appointment, dated October 26, 2016.

CARRIED

(6) Committee Minutes/Reports – Items for Information

Report of the Special Education Advisory Committee Meeting held
September 12, 2016 (D-6-a)

This report was provided as information.

Report of the Human Resources Standing Committee Meeting held
October 12, 2016 (D-6-b)

This report was provided as information.

Report of the Parent Involvement Committee Meeting held
June 21, 2016 (D-6-c)

This report was provided as information.

Report of the Accessibility Advisory Committee Meeting held
May 30, 2016 (D-6-d)

(7) Staff Reports – Items for Information

2015-2016 Report to the Community (D-7-a)

Director Wallace and Alison LaMantia, Manager of Communications, spoke to the report. Alison LaMantia responded to questions from the trustees.

This report was provided as information.

E. OTHER MATTERS

(1) Reports from Liaison Members

Trustee Locke provided a report to the trustees regarding the recent OPSBA Director's Meeting.

(2) Notices of Motion for next meeting - Nil

(3) Questions and Proposals from Trustees

Trustee Chandler inquired about the date change for the upcoming Special Board Meeting for Strategic Planning originally scheduled for Wednesday, November 16, 2016.

Chairperson Beacock responded stating that the Special Board Meeting for Strategic Planning will take place immediately following the Regular Board Meeting on Wednesday, November 23, 2016. A revised calendar for the month of November will be forwarded to trustees.

(4) Professional Development Seminars Attendance

Chairperson Beacock reminded the trustees to declare their intention to attend the 2017 Public Education Symposium in January and to ensure they book their accommodations in a timely manner.

The following trustees declared their intention to attend the PES conference:

Trustee Locke
Trustee Chandler
Trustee Mayne
Trustee Armstrong
Trustee Aikins
Chairperson Beacock

Chairperson Beacock also reminded the trustees of the Professional Development funding for trustees and that trustee expenses are posted on the SCDSBs website even though there isn't a requirement to do so.

(5) Reports/Update from Staff

Director Wallace commented on the eventual cancellation of the October 20th online OSSLT assessment and responded to trustee questions. The Director emphasized that the technical issues were not caused locally but rather it was a type of cyber-attack on EQAO that affected the test province-wide. She indicated that she, along with many members of Ontario's education community, is advocating that students who completed the assessment should be scored and given a result. Director Wallace recognized that SCDSB students and staff worked very hard to prepare for the test. She noted that they showed incredible resilience as they persevered through challenges that day.

(6) Correspondence – Nil

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

Special Board Meeting – December 5, 2016 at 6:00 p.m. – Georgian Room
Business and Facilities Standing Committee Meeting – December 7, 2016 at 7:00 p.m. –
Georgian Room
Special Education Advisory Committee Meeting – December 12, 2016 at 7:00 p.m. –
Georgian Room
First Nations Education Advisory Committee Meeting – December 13, 2016 at
10:30 a.m. – Rama (TBC)
Human Resources Standing Committee Meeting – December 14, 2016 at 6:00 p.m. –
Georgian Room
Program Standing Committee Meeting – December 14, 2016 following HR Meeting –
Georgian Room
Regular Meeting of the Board – December 21, 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 8:05 p.m.

CARRIED

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

FROM: The Secretary

SUBJECT: **MINUTES OF THE SPECIAL MEETING OF THE
BOARD HELD NOVEMBER 9, 2016**

A Special meeting of the Simcoe County District School Board was held on Wednesday, November 9, 2016 at the Education Centre at 6:00 p.m.

A. (1) Roll Call

PRESENT:
Trustees

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

REGRETS:
Trustees

Pamela Hodgson.

PRESENT:
Student Trustees

Zak Mattila.

REGRETS:
Student Trustee

Grace Leyshon, Matt Thorhauge.

Recording Secretary

Debbie Foster.

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

(2) Approval of Agenda

Moved by Kathleen Aikins
Seconded by Daniel Shilling

That the Agenda be approved as printed.

CARRIED

(3) Declaration of Conflicts of Interest – Nil

Student Trustee Zak Mattila entered the meeting at this time.

B. RECOMMENDATIONS FOR ACTION

Committee Minutes/Reports

Report of the Audit Committee Meeting held October 31, 2016 (B-1-a)

Brian Jeffs, Superintendent of Business Services, provided a brief overview of the report and the audit process and introduced Andrea Naus, Chartered Accountant, BDO Canada and Corry Van Nispen, Controller, Business Services.

Andrea Naus provided information on the purpose of the audit, the process and the results of the audit. Ms. Naus advised that they attended the Audit Committee meeting on October 31, 2016 to provide an overview of the Auditor's letter and Independent Auditor's Report for the 2015-2016 Audited Financial Statements.

Superintendent Jeffs and Controller Van Nispen reviewed the key areas of the financial statements, including Accumulated Surplus, Gratuity Liability and Early Gratuity Buy-Out. Superintendent Jeffs commented on the three areas of financial pressures which include sick leave, transportation and special education. Superintendent Jeffs and Controller Van Nispen responded to questions from the trustees at this time.

(1)

Moved by Donna Da Silva
Seconded by Jennifer Cameron

#SBP-2016-11-09-83

That the Board approve the audited financial statements for the year ended August 31, 2016, as set out in APPENDIX A of Report No. AUD-D-1, Audited 2015-2016 Financial Statements, dated October 31, 2016.

CARRIED

(2)

Moved by Daniel Shilling
Seconded by Krista Mayne

#SBP-2016-11-09-84

That the Board approve the Proposed Internal Audit Plan 2016-2017, as set out in Report No. AUD-D-3, Internal Audit Update, dated October 31, 2016.

CARRIED

(3)

Moved by Donna Da Silva
Seconded by Annie Chandler

#SBP-2016-11-09-85

That the Board approve the Mental Health Review, as set out in APPENDIX A of Report No. AUD-D-3, Internal Audit Update, dated October 31, 2016.

CARRIED

(4)
Moved by Donna Da Silva
Seconded by Daniel Shilling

#SBP-2016-11-09-86

That the Board approve the OSBIE Help Audits, as set out in APPENDIX B of Report No. AUD-D-3, Internal Audit Updated, dated October 31, 2016.

CARRIED

(5)
Moved by Donna Da Silva
Seconded by Jodi Lloyd

#SBP-2016-11-09-87

That the Board approve the Regional Internal Audit Mandate, as set out in APPENDIX C of Report No. AUD-D-3, Internal Audit Update, dated October 31, 2016.

CARRIED

(6)
Moved by Jennifer Cameron
Seconded by Donna Da Silva

#SBP-2016-11-09-88

That the Board approve the Annual Audit Committee Report: Year End August 31, 2016, as set out in Report No. AUD-D-2, Annual Audit Committee Report: Year End August 31, 2016, dated October 31, 2016.

CARRIED

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

Special Meeting of the Board – December 5, 2016 at 6:00 p.m. –
Georgian Room

Business and Facilities Committee Meeting – December 7, 2016 at 6:00 p.m. –
Georgian Room

Special Education Advisory Committee Meeting – December 12, 2016 at 7:00 p.m. –
Georgian Room

First Nations Education Advisory Committee Meeting – December 13, 2016 at
10:30 a.m. – Rama (TBC)

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

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

Regular Meeting of the Board – December 21, 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 Donna Da Silva
Seconded by Daniel Shilling

That the meeting be adjourned at 6:55 p.m.

CARRIED

Debbie Foster, Executive Assistant to the Board
Simcoe County District School Board

November 14, 2016

Dear Madam,

Request for a Delegation on November 23, 2016

Please consider this letter my request for a delegation to the Board, with respect to the decision on the French Immersion Program Review in Orillia.

The following are the points that I intend to be raising in my delegation:

- the Board failed to inform new, potential students of capacity issues at Regent Park
- the Business and Facilities Standing Committee has not thoroughly explored all options to address the capacity issue at Regent Park prior to making the recommendation to split the program
- the Business and Standing Committee has not solicited meaningful input from parents

Please kindly confirm that I will be given an opportunity to present my delegation to the Board.

Yours truly,

Ewelina Chwilkowska

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

FROM: Business and Facilities Standing Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE BUSINESS AND FACILITIES
STANDING COMMITTEE MEETING HELD WEDNESDAY, NOVEMBER 2, 2016**

The Business and Facilities Standing Committee met in Public Session on Wednesday, November 2, 2016, at the Education Centre.

PRESENT:

Committee Members

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

Student Trustees

Zak Mattila.

Administration

John Dance, Christine Evitt, Stuart Finlayson, Daryl Halliday, Brian Jeffs, Jackie Kavanagh, Paula Murphy, Doug Paul, Chris Samis, Anita Simpson, Kathryn Wallace.

Recording Secretary

Lorraine Ryder.

REGRETS:

Committee Members

Pamela Hodgson.

ABSENT:

Student Trustees

Grace Leyshon, Matt Thornhaug.

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

Approval of the Agenda

MOTION

Moved by Peter Beacock
Seconded by Jodi Lloyd

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

Closed Session - Nil

Presentations/Delegations - Nil

Items for Decision

**1. Program Review 2016:01 – Hillcrest Public School,
Portage View Public School (BF-D-1)**

John Dance, Superintendent of Facility Services provided a summary of the report that detailed the process of the French Immersion and Extended French as a Second Language program review. Several scenarios were examined to address the accommodation pressures at Hillcrest Public School. The staff recommendation is intended to address consistency moving forward while also addressing the significant accommodation pressures at Hillcrest Public School.

Trustee Krista Mayne entered the meeting at this time.

Superintendent Dance responded to questions from trustees at this time.

(1)

Moved by Jennifer Cameron
Seconded by Annie Chandler

#BF-2016-11-02-11

That the Business and Facilities Standing Committee recommend that the Board approve the transfer of the FI program, Grade 5 (and subsequent phase in), and the EFSL program, Grades 6 to 8, from Hillcrest Public School to Portage View Public School in September 2017, as set out in Report No. BF-D-1, Program Review 2016:01 – Hillcrest Public School, Portage View Public School, dated November 2, 2016.

CARRIED

**2. Program Review 2016:02 – Harriett Todd Public School,
Regent Park Public School (BF-D-2)**

Superintendent Dance provided an overview of the report that outlined the program review process for the French Immersion and Extended French as a Second Language programs. The review was to address the accommodation pressures currently being experienced at Regent Park Public School. The staff recommendation is intended to address consistency moving forward and the significant accommodation pressures at Regent Park Public School.

Superintendent Dance responded to questions from trustees at this time.

(2)

Moved by Jodi Lloyd
Seconded by Wayne Clements

#BF-2016-11-02-12

That the Business and Facilities Standing Committee recommend that the Board approve the transfer of the FI program, Grades 1-4, from Regent Park Public School to Harriett Todd Public School in September 2017, as set out in Report No. BF-D-2, Program Review 2016:02 – Harriett Todd Public School, Regent Park Public School, dated November 2, 2016.

CARRIED

Items for Information

1. Contract Awards Within Approved Budget (BF-I-1)

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

Superintendent Jeffs responded to questions from trustees at this time.

This report was provided for information.

Correspondence – Nil

Other Matters

1. Trustee Chandler commented that as a result of the funding announcement made in Bradford, two Collingwood schools will receive classroom additions – Mountain View will receive two classrooms and Cameron Street will receive four classrooms. Director Wallace indicated that Trustee Da Silva's area will receive additional child care centres.
2. Trustee Beacock inquired if a special announcement would be coming regarding consolidation funding. Superintendent Dance commented that the Ministry of Education recently switched to a different cycle of funding and he believed that the board should hear about the funding in the next couple of months.
3. Trustee Chandler indicated that she has received inquiries from the community on consolidation and has responded to the inquires. Trustee Chandler asked if something more formal should go out to the Stayner community. Superintendent Dance stated that information could be put together to share in school newsletters.
4. Trustee Lloyd commented on the French Immersion public meetings and has heard discrepancies from parents about information they received at the meetings. Trustee Lloyd suggested a common video for all meeting sites as parents need to understand all parameters of the French Immersion program. Superintendent Simpson indicated that there is a PowerPoint presentation that is customized for each site and it is made clear that the program may move.
5. Trustee Lloyd inquired as to when the Orillia Secondary School playing field would open. Superintendent Dance anticipated that the field would open in September 2017.
6. Trustee Lloyd commented on the leak occurring in the gym at Orillia Secondary School. Superintendent Dance stated that the deficiency has been identified and the contractor has been made aware of the deficiency.
7. Trustee Locke requested confirmation that the board will be hiring teachers with French qualifications. Superintendent Simpson commented that the board will potentially hire French teachers as part of the board's hiring fair.
8. Trustee Locke asked about the GSN consultation and priorities for the board. Superintendent Jeffs indicated that the board does have priorities and that there are three areas of financial pressures, that being high needs, transportation and sick leave. Other boards in the province are feeling the same financial pressures. Superintendent Jeffs commented that more information will be provided at the Special Board Meeting next week.

9. Trustee Da Silva inquired as to who is in charge of maintenance at the Adult Learning Centres. Superintendent Jeffs commented that all but one of the learning centres are leased and depending on the maintenance item, the board may take care of it or defer it to the landlord.

Notices of Motion for Next Meeting - Nil

MOTION

Moved by Kathleen Aikins
Seconded by Donna Da Silva

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

RECOMMENDATIONS

1. That the Board approve the transfer of the FI program, Grade 5 (and subsequent phase in), and the EFSL program, Grades 6 to 8, from Hillcrest Public School to Portage View Public School in September 2017, as set out in Report No. BF-D-1, Program Review 2016:01 – Hillcrest Public School, Portage View Public School, dated November 2, 2016.
2. That the Board approve the transfer of the FI program, Grades 1-4, from Regent Park Public School to Harriett Todd Public School in September 2017, as set out in Report No. BF-D-2, Program Review 2016:02 – Harriett Todd Public School, Regent Park Public School, dated November 2, 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: Human Resources Standing Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE HUMAN RESOURCES
STANDING COMMITTEE MEETING HELD WEDNESDAY, NOVEMBER 9, 2016**

The Human Resources Standing Committee met in Public Session on Wednesday, November 9, 2016, at the Education Centre.

PRESENT:

Committee Members

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

Administration

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

REGRETS:

Committee Members

Pamela Hodgson.

PRESENT:

Student Trustees

Zak Matilla.

REGRETS:

Student Trustees

Grace Leyshon, Matt Thorhauge.

Recording Secretary

Kary Hancock.

Chairperson Mayne called the meeting to order at 7:00 p.m.

2. Approval of the Agenda

MOTION

Moved by Peter Beacock
Seconded by Annie Chandler

That the agenda be approved as printed.

CARRIED

3. Declaration of Conflicts of Interest – Nil

4. Presentations/Delegations – Nil

Moved by Jennifer Cameron
Seconded by Kathleen Aikins

That the Human Resources Standing Committee move into closed session.

CARRIED

The Human Resources Standing Committee reconvened in public session at 7:15 p.m.

Items for Decision

1. Review of Policy No. 3031 – Workplace Harassment (HR-D-1)

Janis Medysky, Associate Director, provided an overview of the report. Policy No. 3031 – Workplace Harassment was adopted by the Board on April 27, 1994, and revised on October 25, 2006, June 23, 2010, February 27, 2013 and February 26, 2014. Minor language changes were made to reflect changes made to the Occupational Health and Safety Act which now includes sexual harassment as a defined form of harassment. Changes also reflect that action taken by an employer or manager in the direction of workers is not workplace harassment. Additional Health and Safety Procedure references were added.

Moved by Michele Locke
Seconded by Donna Armstrong

(1)

#HR-2016-11-09-02

That the Human Resources Standing Committee recommend that the Board approve the revisions to Policy No. 3031 – Workplace Harassment, as set out in APPENDIX C of Report No. HR-D-1, Review of Policy No. 3031 – Workplace Harassment, dated November 9, 2016.

CARRIED

2. Review of Policy No. 3045 – Workplace Violence (HR-D-2)

Associate Director Medysky provided an overview of the report. Policy No. 3045 – Workplace Violence was adopted by the Board on June 23, 2010, and revised on February 27, 2013. Minor language changes were made to improve the wording. Additional Health and Safety Procedure references were added.

Moved by Daniel Shilling
Seconded by Kathleen Aikins

(2)

#HR-2016-11-09-03

That the Human Resources Standing Committee recommend that the Board approve the revisions to Policy No. 3045 – Workplace Violence, as set out in APPENDIX C of Report No. HR-D-2, Review of Policy No. 3045 – Workplace Violence, dated November 9, 2016.

CARRIED

3. Review of Policy No. 3110 – Recruitment of Personnel (HR-D-3)

Associate Director Medysky provided an overview of the report. Policy No. 3110 – Recruitment of Personnel was adopted by the Board on November 24, 1982 and revised on September 1, 1983, February 23, 2011 and December 18, 2013. Minor changes were made to include Regulation 274 as an aspect of our recruitment procedures. Reference to APM 7500 Administrator Eligibility Process was added.

Moved by Jennifer Cameron
Seconded by Donna DaSilva

(3)

#HR-2016-11-09-04

That the Human Resources Standing Committee recommend that the Board approve the revisions to Policy No. 3110 – Recruitment of Personnel, as set out in APPENDIX C of Report No. HR-D-3, Review of Policy No. 3110 – Recruitment of Personnel, dated November 9, 2016.

CARRIED

4. Review of Policy No. 3320 – Professional Learning (HR-D-4)

Associate Director Medysky provided an overview of the report. Policy No. 3320 – Professional Learning was adopted by the Board on March 12, 1969, and revised on November 24, 1971, June 23, 2010 and February 27, 2013. Policy No. 3320 has been reviewed and it has been determined that all necessary sections of the existing policy are current and in alignment, as per Policy No. 1000, Policy Development and Review Process.

Moved by Annie Chandler
Seconded by Donna DaSilva

(4)

#HR-2016-11-09-05

That the Human Resources Standing Committee recommend that the Board approve that Policy No. 3320 – Professional Learning remain status quo, as set out in APPENDIX A of Report No. HR-D-4, Review of Policy No. 3320 – Professional Learning, dated November 9, 2016.

CARRIED

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 - Nil

Notices of Motion for next meeting – Nil

MOTION

Moved by Kathleen Aikins
Seconded by Jennifer Cameron

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

CARRIED

RECOMMENDATIONS

1. That the Board approve the revisions to Policy No. 3031 – Workplace Harassment, as set out in APPENDIX C of Report No. HR-D-1, Review of Policy No. 3031 – Workplace Harassment, dated November 9, 2016.
2. That the Board approve the revisions to Policy No. 3045 – Workplace Violence, as set out in APPENDIX C of Report No. HR-D-2, Review of Policy No. 3045 – Workplace Violence, dated November 9, 2016.
3. That the Board approve the revisions to Policy No. 3110 – Recruitment of Personnel, as set out in APPENDIX C of Report No. HR-D-3, Review of Policy No. 3110 – Recruitment of Personnel, dated November 9, 2016.
4. That the Board approve that Policy No. 3320 – Professional Learning remain status quo, as set out in APPENDIX A of Report No. HR-D-4, Review of Policy No. 3320 – Professional Learning, dated November 9, 2016.

Respectfully submitted by:

Janis Medysky
Associate Director

Approved for submission by:

Kathryn Wallace
Director of Education

November 23, 2016

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

FROM: Program Standing Committee

SUBJECT: **REPORT OF THE PROGRAM STANDING COMMITTEE
MEETING HELD WEDNESDAY, NOVEMBER 9, 2016**

The Program Standing Committee met in Public Session at the Education Centre on Wednesday, November 9, 2016.

PRESENT:

Committee Members

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

Student Trustees

Zak Mattila.

REGRETS:

Committee Members

Pamela Hodgson.

Student Trustees

Grace Leyshon, Matt Thorhauge.

Administration

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

Staff

Crystal Carbino, Heather Hamilton, Becky Kennedy, Pat Miller.

Recording Secretary

Mary Cannell.

Chairperson Chandler called the meeting to order at 7:25 p.m.

1. **Approval of Agenda**

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

Moved by Krista Mayne
Seconded by Kathleen Aikins

That the agenda be approved as printed.

CARRIED

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

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

Item for Decision

1. **Revisions to Policy No. 4235 – Elementary School Safe-Arrival Program (PRO-D-1)**

Superintendent of Education Daryl Halliday indicated that the policy is being revised to shift the onus of the training on the safe-arrival program to staff and eliminate the need for annual review of the program.

Superintendent Halliday responded to trustee queries related to the effectiveness of safe-arrival training, how parents opt out of the safe arrival program, and whether the program is mandated by the Ministry of Education.

Superintendent Halliday indicated that a pilot project involving six schools is currently underway that utilizes Synvoice to make the initial call to the parents, followed fifteen minutes later by a call from staff or volunteers if no response has been received.

Moved by Jennifer Cameron
Seconded by Kathleen Aikins

#PRO-2016-11-09-02

That the Program Standing Committee recommend that the Board approve revisions to Policy No. 4235, Elementary Schools Safe-Arrival Program, as set out in APPENDIX C of Report No. PRO-D-1, Revisions to Policy No. 4235 Elementary Schools Safe-Arrival Program, dated November 9, 2016.

CARRIED

Items for Information

1. Board Learning Plan 2016-2017 (PRO-I-1)

Superintendent of Program and Innovation Anita Simpson welcomed Pat Miller, Principal of Innovation, to the table. Superintendent Simpson indicated that the Board Learning Plan (BLP) provides direction to board staff on how to operationalize the goals outlined in the Simcoe County District School Board's (SCDSB) Strategic Plan. Superintendent Simpson shared that within the three pillars of the BLP, the plan links to board-level identified needs, actions to address those needs, and board-level metrics that measure the progress made towards specific goals. Superintendent Simpson indicated that further revision to the BLP will take place following the Strategic Plan consultation.

Superintendent Simpson stated that with numeracy as a main focus of the BLP, senior administration is pleased to partner with Dr. Ruth Beatty from Lakehead University for the next three years on Grade 7-10 cross-panel numeracy work. Targeted schools from the "few" and "some" categories of the Ontario Renewed Math Strategy (ORMS) will work directly with Dr. Beatty, with the learning replicated in all SCDSB schools.

Superintendent Simpson reviewed several other features of the BLP which include continued focus on STEAM (Science, Technology, Engineering, Arts, Mathematics) and leveraging digital tools for deep learning. Superintendent Simpson further indicated that the SCDSB digital BLP and School Learning Plan (SLP) remain the first of their kind in the province, with online collaboration built in through the sharing of school learning stories among staff.

Principal Miller reviewed the digital version of the BLP for trustees, illustrating the links accessible to parents, staff and students, and the ability of staff to drill down into various collaborative inquiries and school learning stories.

Superintendent Simpson and Principal Miller responded to trustee queries related to engaging learners, how to address the data on credit accumulation, the relevance of newer styles of learning to the demands of the workplace, and the work of Dr. Ruth Beatty.

Superintendent Simpson further clarified the difference between STEAM and New Pedagogies of Deep Learning (NPDL) and answered questions related to the impact of technology on provincial assessments, and increasing the math content knowledge of teaching staff through the three-year numeracy plan.

This report was provided for information.

2. Kindergarten Annual Action Plan 2016-2017 (PRO-I-2)

Superintendent of Education Paula Murphy welcomed Crystal Carbino, Designated Early Childhood Resource Educator (DECRE), and Becky Kennedy, Program and Innovation Resource Teacher: Early Years K-3.

Superintendent Murphy, Teacher Kennedy and DECRE Carbino reviewed several of the highlights from the plan that include three outdoor conferences for staff such as Hands in the Dirt, providing outdoor space enhancements, and additional qualification courses offered through York University.

Superintendent Murphy indicated that staff are in the second year of a research project measuring the benefits of outdoor learning and natural play in increasing self-regulation for students.

Superintendent Murphy responded to trustee queries and comments related to planning for future outdoor learning days that include children, the role and team approach of staff members in the Kindergarten classroom, and the new report card that is called the Kindergarten Communication of Learning.

This report was provided for information.

Trustee Krista Mayne left the meeting at this time.

3. Student Success Annual Action Plan 2016-2017 (PRO-I-3)

Superintendent of Education Jackie Kavanagh and Principal of Student Success Heather Hamilton reviewed highlights from the Student Success action plan that include the implementation of the ORMS and assisting schools with preparing for the Ontario Secondary School Literacy Test.

Principal Hamilton indicated that other facets of the plan include common messaging to all Grade 7 and 8 teachers about the difference between applied and academic courses and appropriate programming for students as well as deepening the work of creating pathways to success for students.

This report was provided for information.

4. Transitions to Grade 7 to 12: School Visits (PRO-I-4)

Superintendent of Facility Services John Dance provided an overview of the research done to date on exploring other schools currently using the Grade 7-12 model, in preparation for the transition to a Grade 7 to 12 school model at both Elmvale District High School and Stayner Collegiate Institute in September 2018.

Superintendent Dance indicated that there have been several visits to other boards during the past year and a half to see how the model works and to learn best practices. Superintendent Dance stated that next steps include meetings with Human Resources staff and other educational stakeholders such as the federations to discuss the implications for staffing and other areas of the transition to a Grade 7 to 12 model.

Superintendent Dance responded to trustee queries related to the impact of mentoring among students, parent concerns, program availability and the preference of integration of the two panels as compared to segregation.

This report was provided for information.

Other Matters

At the request of Chair Beacock, Superintendent Halliday provided an overview on the police-school board protocol training that took place over two days and involved every principal and vice-principal in the board.

Director Wallace, Superintendent Finlayson and Trustee Shilling spoke of the value of the first annual Treaties Recognition Week and the work that is taking place with respect to Truth and Reconciliation practices for indigenous communities.

At the request of Trustee Cameron, Superintendent Dance provided an update on the recent disqualification of the Barrie North Collegiate Institute football team by the Georgian Bay Secondary School Association.

Notices of Motion for Next Meeting - Nil

Moved by Kathleen Aikins
Seconded by Donna DaSilva

That the meeting be adjourned.

CARRIED

Meeting adjourned at 9:30 p.m.

RECOMMENDATION

That the Board approve approve revisions to Policy No. 4235, Elementary Schools Safe-Arrival Program, as set out in APPENDIX C of Report No. PRO-D-1, Revisions to Policy No. 4235 Elementary Schools Safe-Arrival Program, dated November 9, 2016.

Respectfully submitted by:

Anita Simpson
Superintendent of Program and Innovation

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: **SCHEDULE OF JANUARY 2017 BOARD MEETING**

1. Background

The regular January Board meeting is scheduled for Wednesday, January 18, 2017. The Ontario Public School Boards' Association 2017 Public Education Symposium is being held on January 19-21, 2017. It is proposed to hold the January Board meeting on Wednesday, January 25, 2017 to accommodate those trustees who will be attending the OPSBA symposium.

Article II of the Board By-laws, Regular Meetings of the Board, Section 1, requires a Board resolution to change these dates.

RECOMMENDATION

That the Board approve the rescheduling of the January Board meeting from January 18, 2017 to January 25, 2017, as set out in Report No. D-5-a, Schedule of January 2017 Board Meeting, dated November 23, 2016.

Respectfully submitted by:

Kathryn Wallace
Director of Education

November 23, 2016

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

FROM: Parent Involvement Committee

SUBJECT: **REPORT OF THE PARENT INVOLVEMENT COMMITTEE (PIC)**
MEETING HELD SEPTEMBER 20, 2016

A meeting of the Parent Involvement Committee was held on Tuesday, September 20, 2016 at the Education Centre.

PRESENT:

Committee Members: (Voting)
Jason Barr, Lynda Burton, Shannon Daggett, Melanie Darlington,
Rachel Draper, Cindy Gizuk, Ruth Howorth, Corryn Mounstephen,
David O'Brien, Deane Piercey, Nancy Thompson, Dawn Tufford.

Trustee
Representatives: (Non-voting)
Donna DaSilva.

Administration & Staff
Representatives: (Non-voting)
Charmaine Chartier (Recorder), Alison LaMantia, Peter McLean,
Douglas Paul, Jane Seymour.

REGRETS: Pamela Hodgson.

1. Welcome and Introduction

Douglas Paul, Superintendent of Education, Area 2, called the 2016-2017 PIC meeting to order at 6:05 p.m. and welcomed PIC members, new members Lynda Burton and Deane Piercey, as well as any guests from school councils.

Superintendent Paul introduced himself and Charmaine Chartier as the new administration team taking over from Superintendent Jackie Kavanagh and Rita England. He thanked the previous administration team for all of their hard work. Superintendent Paul gave a brief summary of his background and then asked the PIC members to introduce themselves.

2. Approval of Agenda

Superintendent Paul asked the committee for approval of the agenda.

Moved by David O'Brien
Seconded by Cindy Gizuk

That the agenda be accepted as printed.

CARRIED

3. Review of PIC Mandate and Meeting Protocols

Superintendent Paul reviewed the mandate of the Parent Involvement Committee as outlined in the Ministry of Education document, *A Practical Handbook for Parent Involvement Committee Members – Making a Difference*. www.ontario.ca/eduparents.

Ontario Regulation 612/00

The Mandate of the PIC is to:

- support, encourage, and enhance meaningful parent engagement at the board level to improve student achievement and well-being;
- provide information and advice to the board on parent engagement;
- communicate with and support school councils; and
- undertake activities to help parents support their children's learning at home and at school.

Superintendent Paul continued by explaining that the PIC meeting is a formal committee of the board and that only PIC committee members are permitted to contribute to the meeting discussion by raising their hand to address the committee. Questions or comments from visitors will be acknowledged once the meeting has adjourned.

4. New Member Orientation

Alison LaMantia, Manager of Communications, provided an overview of the PIC web page located on the Simcoe County District School Board (SCDSB) website and pointed out key features. She requested PIC member input on any changes that they felt would be useful, especially School Council information. She went on to provide detailed information on the interactive biographies and their purpose.

Manager LaMantia then introduced a slide depicting the flyer that went out to all schools regarding *Connections*, the PIC school council development and networking event taking place on October 18 at the Education Centre.

Superintendent Paul continued with the New Member Orientation and reviewed details regarding the PIC member list, PIC meeting dates, SCDSB PIC bylaws, and the PIC handbook.

Expense and mileage claim forms were included in committee members' file folders and Superintendent Paul explained that mileage claimed must be for board business only and a notation must be included on the expense form as to the reason for the mileage claim. Mileage claimed for PIC meetings, prep and planning for PIC meetings and sub-committee meetings are automatically covered by the PIC budget; however, all other expenses and mileage must be preapproved by Superintendent Paul.

PIC members were reminded of the:

- a) attendance requirements for meetings and that a "bat phone" may be set up by contacting Charmaine Chartier, at the Area 2 office, a week prior to the meeting.
- b) "Chain of Command" - contact your chair or vice-chair with questions; they will be brought to the attention of the superintendent for review and response.

The committee was advised that the new chairperson and vice-chairperson would be expected to attend a monthly agenda building meeting and all requests for agenda items must be sent by email through the chair or vice-chair of the committee.

5. Election of Chairperson and Vice-chairperson

Superintendent Paul called for nominations for the position of Chairperson of the Parent Involvement Committee for the 2016-2017 school year.

Moved by Corryn Mounstephen
Seconded by Rachel Draper

That David O'Brien be nominated for election as Chairperson of the Parent Involvement Committee.

The nomination was accepted by David O'Brien.

Superintendent Paul called for further nominations for the Chairperson position.

There being no further nominations, David O'Brien was acclaimed as Chairperson of the Parent Involvement Committee.

Superintendent Paul called for nominations for the position of Vice-chairperson of the Parent Involvement Committee.

Moved by David O'Brien
Seconded by Rachel Draper

That Corryn Mounstephen be nominated for election as Vice-chairperson of the Parent Involvement Committee.

The nomination was accepted by Corryn Mounstephen.

Superintendent Paul called for further nominations for the Vice-chairperson position.

There being no further nominations, Corryn Mounstephen was acclaimed as Vice-chairperson of the Parent Involvement Committee.

Superintendent Paul thanked everyone for their participation and Chair O'Brien assumed the position of Chairperson at this time.

6. Approval of June 21, 2016 Minutes

Chair O'Brien asked for approval of the minutes.

Moved by Nancy Thompson
Seconded by Rachel Draper

That the minutes of June 21, 2016 be accepted as printed.

CARRIED

7. Connecting With School Council Chairs – Update from PIC Reps

Chair O'Brien encouraged PIC members to share their experiences with their respective school council representatives this year.

He also spoke to committee members about school assignments and arranging school visits in order to introduce themselves to the new school council chairs. Chair O'Brien suggested that this would be the perfect opportunity to encourage attendance at the October 18 *Connections* school council development and networking event. Chair O'Brien indicated that an introductory letter template was used in the past and he would ensure that it was forwarded to the committee members.

Jason Barr entered the meeting at this time.

8. Connections School Council Development & Networking Event – October 18, 2016

Vice-chair Corryn Mounstephen provided an overview of the preparations for this event including the Connections flyer, member arrival time, registration table, board approved vendor table, round table discussions, Q & A panel, continuity binders, help desk assistance, and prize draws.

Chair O'Brien thanked Vice-chair Mounstephen and recognized the amount of work that she had contributed to the event organization.

Committee members discussed various ways to motivate people to attend the October 18th event such as making personal connections with school council members or advising them that they could win a \$500 grant for their school.

At this point, Superintendent Paul reviewed the protocol on how to contact school council representatives. Chair O'Brien added that committee members could use the blank PIC business cards to handout at schools or to school council representatives.

Committee member Jason Barr raised the question about how representation was determined for each Area and that according to this year's list, the Areas did not seem to be equally represented.

Chair O'Brien responded that PIC members are chosen from the applications that are received each year and that the schools represented depended strictly on the applications received. He added that the PIC bylaws limit the number of committee members to 12.

Jason Barr suggested that a motion be put forward to change those numbers and upon the conclusion of the discussion by committee members, Superintendent Paul commented that this item could be brought forward at a future meeting.

9. PRO Grant 2016-17 – Circle of Learning Update

For the benefit of new members, Chair O'Brien explained that the PRO Grant monies received from Ministry of Education were to promote student achievement by engaging parents through co-learning opportunities. He went on to add that our school board was approved for a total of \$12,500 which is less than last year however that it was a trend across the province.

Superintendent Paul gave a briefing on this item and explained that there are two types of PRO Grants, the first being the funding that supports School Councils and the second being the money that supports three regional/provincial projects. One of these projects is the PIC Circle of Learning. He mentioned that Special Education would like to partner with PIC to spend their joint grant monies.

Chair O'Brien suggested that how the monies will be spent should be an agenda item for the next meeting.

10. People for Education 20th Annual Conference

Chair O'Brien gave an overview of the People for Education 20th Annual Conference and the keynote speaker.

As in previous years, it was suggested that PIC members be sponsored to attend the People for Education conference at the Rotman School of Management in Toronto on November 12, 2016.

MOTION

Moved by Ruth Howorth
Seconded Rachel Draper

That the Parent Involvement Committee recommend that funding up to \$500.00 be made available for up to six PIC members listed below to attend the People for Education Annual conference on Saturday, November 12, 2016.

PIC members attending the conference will be: Lynda Burton, Shannon Daggett, Rachel Draper, Cindy Gizuk, Corryn Mounstephen, and David O'Brien.

CARRIED

11. Additional Updates/Future Agenda Items

Chair O'Brien suggested that possible future agenda items such as guest speakers or ideas, should be listed.

Committee member Cindy Gizuk mentioned that she was a member of the Kiwanis Club and would like to discuss at a future meeting, schools that may need school supplies.

Committee member Peter McLean commented that he was pleased that both Chair O'Brien and Vice-chair Mounstephen stepped up to take on their roles again. He congratulated the committee on the good work that they had accomplished as a group and that he was proud to be a member.

12. Adjournment

Moved by Corryn Mounstephen
Seconded by Dawn Tufford

That the meeting be adjourned at 7:35 p.m.

The next regular meeting will be held on Tuesday, October 18, 2016 as follows:

4:00 – 5:00 p.m. Networking/Information Event in the Atrium

5:00 – 6:30 p.m. School Council Orientation in the Roy Edwards Room

6:30 p.m. Regular PIC meeting in the Roy Edwards Room

REPORT NO. D-6-a
NOVEMBER 23, 2016-6

13. Report Status

This report is provided for information.

Respectfully submitted by:

Douglas Paul
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

November 23, 2016

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

FROM: Parent Involvement Committee

SUBJECT: **REPORT OF THE PARENT INVOLVEMENT COMMITTEE (PIC)
MEETING HELD OCTOBER 18, 2016**

A meeting of the Parent Involvement Committee was held on Tuesday, October 18, 2016 at the Education Centre.

PRESENT:

Committee Members: (Voting)
Jason Barr, Lynda Burton, Shannon Daggett, Melanie Darlington,
Rachel Draper, Ruth Howorth, Corryn Mounstephen, David O'Brien,
Deane Piercey.

Trustee

Representatives: (Non-voting)
Donna DaSilva.

Administration & Staff

Representatives: (Non-voting)
Charmaine Chartier (Recorder), Alison LaMantia, Doug Paul, Jane
Seymour.

REGRETS: Cindy Gizuk, Pamela Hodgson, Peter McLean, Nancy Thompson,
Dawn Tufford.

GUEST(S): Jaime Campbell.

1. Welcome and Introduction

David O'Brien, Chairperson, called the 2016-2017 PIC meeting to order at 6:55 p.m. and welcomed PIC members as well as any guests from school councils.

Chair O'Brien expressed regrets on behalf of Cindy Gizuk, Pamela Hodgson, Peter McLean, Nancy Thompson, and Dawn Tufford who were unable to attend the meeting. He announced that Cindy Gizuk recently resigned her PIC position due to personal reasons and added that Superintendent Paul would review the PIC applications received previously and recommend a replacement for her.

Alison LaMantia, Communications Manager, introduced Jaime Campbell as the staff member who would be replacing her on the committee while she is on maternity leave.

2. Approval of Agenda

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

Moved by Ruth Howorth
Seconded by Lynda Burton

That the agenda be accepted as printed.

CARRIED

3. **Approval of September 20, 2016 Minutes**

Chair O'Brien asked for approval of the minutes.

Moved by Corryn Mounstephen
Seconded by Deane Piercey

That the minutes of September 20, 2016 be accepted as printed.

CARRIED

4. **Connecting with School Council Chairs – Update from PIC Reps**

Chair O'Brien encouraged committee members to comment on the "Connections" networking event that just concluded before the meeting. Vice-chair Corryn Mounstephen commented that the success the committee experienced was due to the PIC members reaching out to their schools.

Committee member Lynda Burton shared how difficult she found it to connect with her school council members and that the turn out from her Area was not what she expected. Chair O'Brien replied by saying that initially it can be difficult but is something that has to be worked at by developing relationships.

Committee member Deane Piercey commented that social media, in conjunction with her Area principals' collaboration, worked well for her. Committee member Melanie Darlington asked if it would be possible to start a PIC Twitter account. Communications Manager, Alison LaMantia, provided a quick overview of usage options.

Chair O'Brien suggested that this subject be tabled until next month's meeting. He then asked Manager LaMantia if for the November 15 meeting, she would generate an outline of how to proceed with an account set-up.

5. **PRO Grant – Circle of Learning – Engaging Parents Through Co-learning**

Chair O'Brien reported on the \$12,500.00 Parents Reaching Out (PRO) grant application that was approved by the Ministry for the Circle of Learning – Engaging Parents Through Co-learning Project. He added that like everywhere else, the amount was less this year as there have been Ministry cutbacks. He then reiterated that PIC's goal with the grant is to monetarily assist a number schools with the plans to host an event, or a family of schools' event. The event must be in partnership with the school principal, staff and school councils.

Chair O'Brien then requested input from committee members as to what changes, if any, should be made to the process.

Superintendent Paul reviewed the PRO Grant – Circle of Learning Numbered Memo from 2015-16 which was included as a handout. He indicated that changes could be made but given that the funding amount was less, perhaps it would be advisable to reduce the dollar amount available for each application. This would effectively enable the committee to fund more applications.

The committee discussed: if the application was approved, PIC would match school funding for the event, but to be reduced from \$1,500.00 (last year) to \$1,000.00, using this application process as an opportunity for PIC members to build relationships with school principals and councils, and changing the application submission date to February 15, 2017.

MOTION

Moved by Ruth Howorth
Seconded by Deane Piercey

That the Parent Involvement Committee invite school councils to apply for PRO Grant – Circle of Learning Outreach Grant funding up to \$1,000.00 per school.

CARRIED

Superintendent Paul mentioned that the PRO Grant Circle of Learning Numbered Memo came out last year in January due to the labour situation but suggested that it could be completed in November this year.

6. Updates from Staff

Chair O'Brien asked Alison LaMantia, Manager of Communications, to provide the latest update on the interactive video biographies.

Manager LaMantia reported that the tracking numbers on last year's interactive biographies were low. She went on to state that due to the low numbers and Curt Dafoe's high work load, she wanted to ensure that his time and expertise were being put to the most effective use.

Committee members discussed: making a video that could be used as a tool in school council meetings, having the PIC member who was a professional videographer make the videos, the legal restrictions going forward having the PIC member make the videos, and organizing a committee photo.

It was decided to table the interactive video biographies to another meeting.

Chair O'Brien reminded committee members of the upcoming People for Education 20th Annual Conference taking place on November 12, 2016 at the Rotman School of Management in Toronto.

He stated that originally there were six people interested in attending however, several people had since stated they are no longer able to attend. David O'Brien, Corryn Mounstephen and Shannon Daggett will represent the committee.

7. Additional Updates/Future Agenda Suggestions

Chair O'Brien spoke briefly about the suggested guest speaker list and after a brief discussion, the committee decided that representatives from the Research Department and Special Education would be the guest speakers for November 15. Chair O'Brien suggested that committee members review the list of remaining names and e-mail him with their areas of interest.

Committee member Jason Barr raised the subject of a scenario where conflict arises between the school council and principal. He asked what the role of PIC was if the parents felt that they are being circumvented. Chair O'Brien commented that the PIC role is not that of mediator. Superintendent Paul added that it would be the responsibility of the Superintendent for that Area to intervene in these situations.

Superintendent Paul announced that a public screening of the movie "Most Likely to Succeed" was being held on November 22 at 6:30 p.m. at a variety of schools throughout the school board. He commented that the film was one of the best he'd ever seen and intended to see it again. He explained that the film follows students through an unorthodox school experience that challenges modern-day education models. Alison LaMantia, Communications Manager, added that her team was currently working on an event posting.

Vice-chair Corryn Mounstephen, discussed the subject of the annual PIC holiday social. Given the poor attendance last year and the expense, it was felt that the money could be used more effectively elsewhere so the event would not be held this year.

Additionally, Vice-chair Corryn Mounstephen requested that the February 14 meeting be changed to February 21. It was agreed that room availability would have to be confirmed.

Superintendent Paul thanked all staff and committee members who helped organize the Connections event.

8. Adjournment

Moved by Shannon Daggett
Seconded by Deane Piercey

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

The next meeting will be held on Tuesday, November 15, 2016, 6:00 p.m. in the Georgian Room at the Education Centre.

9. Report Status

This report is provided for information.

Respectfully submitted by:

Douglas Paul
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

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

FROM: Chairperson of SEAC
Superintendent of Education

SUBJECT: **MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE
MEETING HELD OCTOBER 3, 2016**

The regular meeting of the Special Education Advisory Committee was held on Monday, October 3, 2016 at the Education Centre.

A. Roll Call

PRESENT:

SEAC Members

Donna Armstrong (Trustee), Kelly Barber, Peter Beacock (Trustee), Kevin Berry (Chairperson), Mark Bryan, Annie Chandler (Trustee), Sheryl Eastop, Jill Foley, Sara Jamieson, Yana Skybin (Vice-Chairperson), Dan Stroh, Sandy Thurston.

SEAC Alternates

Svetlana Zaruvimski.

Staff

Dawn Franks, Michael Giffen, Connie Gray, Janis Medysky, Christine Misener, Stephen McClelland, Chris Samis, Kelly Wilkey.

REGRETS:

SEAC Members

Tanya van Voorst.

ABSENT:

SEAC Members

Rose-Ann Marchitto, Sally Seabrook.

Recording Secretary

Tina Bazuk.

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

(1) Welcome

(a) Introductions

Chairperson Berry welcomed committee members and allowed for round table introductions.

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

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

(2) Approval of Agenda

Moved by Mark Bryan
Seconded by Dan Stroh

That the agenda be approved as written.

CARRIED

(3) Approval of Minutes

- (a) Minutes of the Regular SEAC Meeting held September 12, 2016 (A-3-a)

Moved by Annie Chandler
Seconded by Mark Bryan

That the minutes be approved as written.

CARRIED

B. Presentations

- (1) (a) Professional Development: November 18, 2016 (B-1-a)**

Michael Giffen, Principal of Special Education, and Kelly Wilkey, Social Worker, provided an overview of the professional development day on November 18, 2016.

With the goal to foster learning environments that encompass physical, cognitive, social, and emotional well-being, the Simcoe County District School Board (SCDSB) has designated 2 of the 2016-2017 professional development days to support student mental health and well-being. The November 18, 2016 professional development day will focus specifically on secondary schools. An administrator and a social worker from each of the secondary schools will work together to promote leading mentally healthy schools and safe and supporting schools. The day will also include a portion dedicated to equity and inclusion run by school's equity leaders.

Sandy Thurston entered the meeting at this time

The elementary professional development training will take place March 3, 2017.

Chris Samis, Superintendent of Education, Principal Giffen, and Social Worker Wilkey responded to questions from SEAC at this time.

- (b) New Child and Youth Worker/Social Worker Model (B-1-b)**

Dawn Franks, Manager of Social Work Services, provided an update on the new model of support for Mental Health and Well-Being.

The new model has 13 Social Workers (SWs) supporting the secondary schools. One SW will be located in each of the 14 secondary schools (4 days per week), with Stayner and Elmvale sharing one between the two schools (2 days each

week). The other day will be assigned to an Alternative School and/or Adult Learning Centre.

The board also employs 5 Psychologists under the special education portfolio who provide psychological counseling for secondary students identified as benefitting from long term support.

Currently there are 15 Itinerant Child and Youth Workers (CYWs) assigned to support thirty elementary schools identified as requiring support. Each Itinerant CYW will be located at 2 elementary schools for 2 ½ days per week.

Donna Armstrong entered the meeting at this time.

This change in model was designed to complement the community's Moving on Mental Health Strategy that also supports the use of community mental health workers (i.e. New Path/Kinark/Canadian Mental Health Association, etc.). Schools that are not provided a CYW will access those community supports if the needs arise.

The non-itinerant CYW model remains the same with 8 allocated to the Social Skills classrooms, 1 working in the Section 23 - FASD classroom and 1 assigned to students supported by Special Incident Portion (SIP).

Superintendent Samis and Manager Franks responded to questions from SEAC at this time.

MOTION

Moved by Yana Skybin
Seconded by Jill Foley

That the committee recess at this time.

CARRIED

C. Items for Decision - Nil

D. Items for Information

(1) Follow-up from Previous Meeting - Nil

(2) Staff Reports

(a) 2016-2017 Budget Investment: Well-Being (D-2-a)

Superintendent Samis, provided an overview of the additional budget investment to support well-being.

With mental health and well-being identified as a Board priority, the Simcoe County District School Board received \$350,000 in additional funding to be allocated over a 3 year term. The funding will provide a positive impact on

increasing student and staff well-being awareness and literacy by improving the conditions that promote overall well-being strategies.

(b) Role of Schools Supporting Adults with Disabilities (D-2-b)

Superintendent Samis provided SEAC members the opportunity to consider the roles of schools, students, families and community agencies in supporting students as they transition from school to the community.

Outcomes from the Think-Pair-Share activity included:

Role of Schools:

- Information funnel
- Planning visits
- Work on readiness skills
- Integrate the skills in the curriculum
- Customize the unique needs of each student
- Provide as much information and support material as possible
- Establishing educational paths
- Identify strengths and needs
- Meet with students, families and community agencies to determine the wants and needs
- Support transitions and assist with the development of future strategies
- Monitor progress

Role of the Students:

- Open minded
- Actively involved in planning
- Educating themselves by exploring resources
- Self-advocate or find a supporting adult who can
- Build skills for independence

Role of Families:

- Advocate
- Actively involved
- Build a team of support
- Help students build skills for independence

Role of Community Agencies:

- Liaise with schools
- Provide resources
- Build awareness
- Be involved
- Advocate for students and families
- Encourage independence
- Teach skills and help individuals follow through with service
- Monitor progress

Superintendent Samis responded to questions from SEAC at this time.

(3) Committee Reports

(a) Parents as Partners PRO Grant (D-3-a)

The Parents as Partners Parent Reaching Out (PRO) Grant sub-committee met prior to the SEAC meeting. Chairperson Berry thanked the members who attended for their productive feedback and invited others to join future meetings.

Several ideas were discussed including: Integration Action for Inclusion hosting a one day workshop for parents, how to raise awareness of SEAC in the community, understanding the role of the educational assistant, etc.

The sub-committee agreed to start with hosting a variety of Navigating Special Education workshops with a focus on 'Understanding your Child's IEP' would be beneficial to host throughout the county. The workshops will be informal and facilitated by board staff and SEAC with the hopes of having a parent present to share information.

SEAC members will be asked to volunteer for a workshop once dates times and locations are determined.

(4) SEAC Member Updates

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

(5) Board Member Updates

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

Trustee Chandler advised that at the Board Meeting on Sept. 28, it was shared that Kathi Wallace, Director of Education, will retire on December 31, 2016. The Board of Trustees has hired an external company to conduct the search for a new Director of Education. The Board of Trustees wants to ensure members of SEAC have an opportunity to provide input so encouraged members to complete the survey emailed October 3, 2016.

E. Correspondence - Nil

F. Other Matters

1. Peter Beacock, Trustee, advised that Kathleen Aikins has resigned her position on SEAC as it interferes with school. Trustee Beacock will be the acting trustee until the Board appoints a new trustee in December.
2. Superintendent Samis provided SEAC members with a copy of the memorandum from the Ministry of Education with regards to additional funding to support school boards as a result of changes to autism services.

As part of the funding, school boards are eligible to apply to run after-school skills development programs. The deadline for submission is October 31, 2016.

3. Connie Gray, Central Consultant for Special Education, provided SEAC members with a copy of 'The Modern learners, modern learning: A Guide for Parents' brochure. The guide depicts the 21st Century skills students should have as well as the digital citizenship and a description of the technology used through the system including a section on assistive technology. Each family in the SCDSB will receive a copy of the guide.

G. Notices of Motion for Next Meeting - Nil

H. Adjournment

Moved by Peter Beacock
Seconded by Annie Chandler

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

CARRIED

The next meeting date is November 14, 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