

SIMCOE COUNTY DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING – WEDNESDAY, DECEMBER 21, 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 November 23, 2016
 - (b) Minutes of the Special Meeting of the Board held November 23, 2016
 - (c) Minutes of the Special Meeting of the Board held December 5, 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 – 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
 - (a) Report of the Business and Facilities Standing Committee Meeting held December 7, 2016
- (5) Staff Reports – Items for Decision
 - (a) Trustee Committee Assignments for 2017
- (6) Committee Minutes/Reports - Items for Information
 - (a) Report of the Special Education Advisory Committee Meeting held November 14, 2016
 - (b) Report of the Accessibility Advisory Committee Meeting held September 26, 2016

(7) Staff Reports - Items for Information

- (a) French Immersion (FI) Application Process 2017-2018
- (b) South Barrie Site Plan Video

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 – January 11, 2017 at 7:00 p.m. – Roy Edwards Room

Special Education Advisory Committee Meeting – January 16, 2017 at 7:00 p.m. – Georgian Room

Parent Involvement Committee Meeting – January 17, 2017 at 6:00 p.m. – Georgian Room

Human Resources Standing Committee Meeting – January 18, 2017 at 6:00 p.m. – Roy Edwards Room

Program Standing Committee Meeting – January 18, 2017 following HR Meeting – Roy Edwards Room

Regular Meeting of the Board – January 25, 2017 at 6:00 p.m., followed immediately by the Committee of the Whole in Closed Session, Public Session will resume at 7:00 p.m. - Roy Edwards Room

Accessibility Advisory Committee Meeting – January 30, 2017 at 10:30 a.m. – Roy Edwards Room

G. ADJOURNMENT

**SIMCOE COUNTY DISTRICT SCHOOL BOARD
PUBLIC SESSION
RECOMMENDED ACTION – WEDNESDAY, DECEMBER 21, 2016**

REPORT	FYI	Decision Req.	MOTION
			Call Meeting to order. Roll Call
		√	That the agenda be approved as printed.
A-3-a Board Minutes November 23, 2016		√	That the Minutes of the Regular Meeting of the Board held Wednesday, November 23, 2016 be approved as printed.
A-3-b Special Board Minutes November 23, 2016		√	That the Minutes of the Special Meeting of the Board held Wednesday, November 23, 2016 be approved as printed.
A-3-c Special Board Minutes December 5, 2016		√	That the Minutes of the Special Meeting of the Board held Wednesday, December 5, 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			Nil
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-4-a Business & Facilities – December 7, 2016		√	That the Board approve that Policy No. 2198, Use of Copyright – Protected Works in Education remain status quo, as set out in APPENDIX A of Report No. BF-D-1, Review of Policy No. 2198 – Use of Copyright – Protected Works in Education, dated December 7, 2016.
D-5-a Trustee Committee Assignments for 2017		√	That the Board ratify the recommendations of the Selection Committee, as set out in APPENDIX A of Report No. D-5-a, Trustee Committee Assignments for 2017, dated December 21, 2016.
D-6-a SEAC – November 14, 2016	√		
D-6-b Accessibility Advisory – September 26, 2016	√		
D-7-a French immersion (FI) Application Process 2017- 2018	√		
D-7-b South Barrie Site Plan Video	√		

SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 2
 DECEMBER 21, 2016

E-1 Reports from Liaison Members			
E-2 Notices of Motion for Next Meeting			
E-3 Questions and Proposals from Trustees			
E-4 Professional Development Seminars Attendance			
E-5 Reports/Update from Staff			
E-6 Correspondence			Nil
Future Business			
Adjournment		√	Motion to Adjourn

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

FROM: The Secretary

SUBJECT: **MINUTES OF THE REGULAR MEETING OF THE
BOARD HELD NOVEMBER 23, 2016**

The regular meeting of the Simcoe County District School Board was held on Wednesday, November 23, 2016 at the Education Centre.

A. (1) Roll Call

PRESENT:

Trustees Donna Armstrong, Peter Beacock (Chairperson), Annie Chandler, Wayne Clements, Donna Da Silva, Jodi Lloyd (Vice-chairperson), Michele Locke, Krista Mayne, Dan Shilling.

REGRETS

Trustees Kathleen Aikins, Jennifer Cameron, Pamela Hodgson.

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.

(2) Approval of Agenda

Moved by Michele Locke
Seconded by Annie Chandler

That the Agenda be approved as printed.

CARRIED

Minutes of the Regular Meeting of the Board held October 26, 2016 (A-3-a)

Moved by Krista Mayne
Seconded by Michele Locke

That the Minutes of the Regular Meeting of the Board held Wednesday, October 26, 2016 be approved as printed.

CARRIED

Minutes of the Special Meeting of the Board held November 9, 2016 (A-3-b)

Moved by Krista Mayne
Seconded by Annie Chandler

That the Minutes of the Special Meeting of the Board held Wednesday, November 9, 2016 be approved as printed.

CARRIED

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

B. Committee of the Whole

Moved by Michele Locke
Seconded by Donna Da Silva

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 7:05 p.m.

C. (1) Report from the Student Trustees

Student Trustee Zak Mattila provided an update on behalf of the Student Trustees. Zak stated that Tove Wilson, Resource Teacher for Aboriginal Education, and Alison Bradshaw, Principal of Aboriginal Education, spoke at the Student Senate meeting regarding residential schools and their impact on First Nations youth.

Trustee Locke stated that there was a large student turnout at the Student Senate meeting this evening. Trustee Locke stated that trustees are welcome to attend the Student Senate meetings which take place prior to the Board meeting.

(2) **Trustee Tributes** - Nil

(3) **Delegation**

Ewelina Chwilkowska Re: French Immersion Program Review in Orillia

Chairperson Beacock thanked Ms. Chwilkowska for her presentation and indicated he would be accepting the presentation as information.

RECOMMENDATIONS FOR ACTION

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

(1)
Moved by Michele Locke
Seconded by Krista Mayne

#BP-2016-11-23-89

That the Board approve the School/System Administrator Eligibility Lists as set out in Report No. CL-HR-D-1 School/System Administrator Eligibility Lists – November 2016, dated November 9, 2016.

CARRIED

(2)
Moved by Michele Locke
Seconded by Krista Mayne

#BP-2016-11-23-90

That the Board approve the school administrator appointments as set out in Report No. CL-B-2-a, School Administrator Appointments, dated November 23, 2016.

CARRIED

(3)
Moved by Jodi Lloyd
Seconded by Donna Da Silva

#BP-2016-11-23-91

That the Board accept with regret and best wishes the notice of resignation for retirement purposes from Janis Medysky, Associate Director, effective January 31, 2017, as set out in Report No. CL-B-2-b, Notice of Resignation for Retirement – Associate Director, dated November 23, 2016.

CARRIED

Director Wallace expressed her gratitude and appreciation to Associate Director Medysky for her years of service to the SCDSB. Director Wallace thanked Associate Director Medysky for the quiet, confident and caring manner in which she addressed issues and concerns. Director Wallace on behalf of SCDSB staff and students wished Associate Director Medysky all the best.

Chair Beacock thanked Associate Director Medysky for her hard work over the years as a Superintendent and as an Associate Director. He stated that there was a great deal of respect across the system for Associate Director Medysky. Chair Beacock thanked Associate Director Medysky on behalf of staff and students for all her work with the SCDSB.

(4)
Moved by Jodi Lloyd
Seconded by Daniel Shilling

#BP-2016-11-23-92

That the Board approve the appointment of Associate Director Janis Medysky as the Acting Director, effective January 1, 2017 to January 31, 2017.

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 November 2, 2016 (D-4-a)

John Dance, Superintendent of Facility Services spoke to both of the reports and responded to questions from trustees.

Trustee Krista Mayne spoke to the report commenting that she understands the difficulties when families have children attending different schools; however, in order to have successful programs and balanced enrolment the transfer of the FI program needs to take place.

(1)
Moved by Michele Locke
Seconded by Krista Mayne

#BF-2016-11-02-93

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.

CARRIED

Vice-chairperson Jodi Lloyd spoke to the report and reviewed the timelines and communication that had occurred prior to the final recommendation being decided. Vice-chairperson Lloyd emphasized that in order for the FI program to be a sustainable program it needed to be transferred to Harriett Todd P.S.

(2)
Moved by Michele Locke
Seconded by Donna Da Silva

#BF-2016-11-02-94

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

Report of the Human Resources Standing Committee Meeting held
November 9, 2016 (D-4-b)

(1)
Moved by Annie Chandler
Seconded by Jodi Lloyd

#HR-2016-11-09-95

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)
Moved by Michele Locke
Seconded by Krista Mayne

#HR-2016-11-09-96

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)
Moved by Daniel Shilling
Seconded by Annie Chandler

#HR-2016-11-09-97

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)
Moved by Donna Da Silva
Seconded by Daniel Shilling

#HR-2016-11-09-98

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

Report of the Program Standing Committee Meeting held
November 9, 2016 (D-4-c)

(1)
Moved by Michele Locke
Seconded by Annie Chandler

#PRO-2016-11-09-99

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

(5) Staff Reports – Items for Decision

Schedule of January 2017 Board Meeting (D-5-a)

Director Wallace spoke to the report.

Moved by Michele Locke
Seconded by Donna Da Silva

#BP-2016-11-23-100

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.

CARRIED

(6) Committee Minutes/Reports – Items for Information

Report of the Parent Involvement Committee Meeting held
September 20, 2016 (D-6-a)

This report was provided as information.

Report of the Parent Involvement Committee Meeting held
October 18, 2016 (D-6-b)

This report was provided as information.

Report of the Special Education Advisory Committee Meeting held
October 3, 2016 (D-6-c)

This report was provided as information.

(7) Staff Reports – Items for Information - Nil

E. OTHER MATTERS

(1) Reports from Liaison Members

Trustee Locke stated that she had been appointed to an OPSBA subcommittee for well-being.

(2) Notices of Motion for next meeting - Nil

(3) Questions and Proposals from Trustees - Nil

(4) Professional Development Seminars Attendance

Vice-chairperson Jodi Lloyd and Trustee Daniel Shilling indicated their intentions to attend the Public Education Symposium conference taking place in January 2017.

(5) Reports/Update from Staff – Nil

(6) Correspondence – Nil

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

Business and Facilities Standing Committee Meeting – January 11, 2017 at 7:00 p.m. –
Roy Edwards Room
Special Education Advisory Committee Meeting – January 16, 2017 at 7:00 p.m. –
Georgian Room
Parent Involvement Committee Meeting – January 17, 2017 at 6:00 p.m. –
Georgian Room
Human Resources Standing Committee Meeting – January 18, 2017 at 6:00 p.m. –
Roy Edwards Room
Program Standing Committee Meeting – January 18, 2017 following HR Meeting –
Roy Edwards Room
Regular Meeting of the Board – January 25, 2017 at 6:00 p.m., followed immediately by
the Committee of the Whole in Closed Session, Public Session will resume at 7:00 p.m.
Roy Edwards Room
Accessibility Advisory Committee Meeting – January 30, 2017 at 10:30 a.m. –
Roy Edwards Room

MOTION TO ADJOURN

Moved by Donna Da Silva
Seconded by Michele Locke

That the meeting be adjourned at 8:00 p.m.

CARRIED

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

FROM: The Secretary

SUBJECT: **MINUTES OF THE SPECIAL MEETING OF THE
BOARD HELD NOVEMBER 23, 2016**

A Special meeting of the Simcoe County District School Board was held on
Monday, November 23, 2016 at the Education Centre.

A. (1) Roll Call

PRESENT:
Trustees

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

REGRETS:
Trustees

Kathleen Aikins, Jennifer Cameron, Pamela Hodgson.

PRESENT:
Student Trustees

REGRETS:
Student Trustee

Grace Leyshon, Zak Mattila, Matt Thorhauge.

Recording Secretary Debbie Foster.

The Chairperson called the meeting to order at 8:15 p.m.

(2) Approval of Agenda

Moved by Wayne Clements
Seconded by Donna Da Silva

That the Agenda be approved as printed.

CARRIED

(3) Declaration of Conflicts of Interest – Nil

Trustee Locke entered the meeting at this time.

B. RECOMMENDATIONS FOR ACTION

(1) Staff Reports – Items for Information

Simcoe County District School Board Strategic Plan:
Results of Stakeholder Participation (B-1-a)

Director Wallace spoke to the report. She stated that it was very important to get feedback from the community. Taking this advice, the senior team will now begin the development of the board's strategic plan to be recommended for Board approval. The Director stated that it would be reasonable to have another strategic planning meeting in March. Any additional thoughts to support the strategic planning process can be forwarded to Director Wallace.

Deb Scharf, Manager of Research and Evaluation, reviewed the data from the report and responded to questions from trustees.

The Director and Chairperson Beacock thanked the team for their hard work.

This report is provided as information.

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

Business and Facilities Committee Meeting – January 11, 2017 at 6:00 p.m. –
Georgian Room

Special Education Advisory Committee Meeting – January 16, 2017 at 7:00 p.m. –
Georgian Room

Parent Involvement Committee Meeting – January 17, 2017 at 6:00 p.m. –
Georgian Room

Human Resources Committee Meeting – January 18, 2017 at 6:00 p.m. –
Georgian Room

Program Standing Committee Meeting – January 18, 2017 following HR Meeting –
Georgian Room

Regular Meeting of the Board – January 25, 2017 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)

Accessibility Advisory Committee Meeting – January 30, 2017 at 10:30 a.m. –
Roy Edwards Room

MOTION TO ADJOURN

Moved by Michele Locke
Seconded by Donna Da Silva

That the meeting be adjourned at 9:15 p.m.

CARRIED

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

FROM: The Secretary

SUBJECT: **MINUTES OF THE ORGANIZATIONAL
MEETING OF THE BOARD HELD DECEMBER 5, 2016**

The Organizational Meeting of the Simcoe County District School Board was held on Monday, December 5, 2016 at the Education Centre.

1. Call to Order

The Secretary of the Board, Director Kathryn Wallace, called the meeting to order at 7:00 p.m. Director Wallace welcomed everyone to the meeting, and requested the recording secretary to take the roll call.

2. Roll Call

PRESENT:

Trustees Donna Armstrong, Peter Beacock, Jennifer Cameron,
Annie Chandler, Wayne Clements, Donna Da Silva, Jodi Lloyd,
Michele Locke, Krista Mayne, Daniel Shilling.

REGRETS

Trustees Kathleen Aikins, Pamela Hodgson.

REGRETS

Student Trustee Zac Mattila.

ABSENT

Student Trustees Grace Leyshon, Matt Thorhauge.

3. Election of Chairperson

Director Wallace explained the process that would be used for the election of the Chairperson and Vice-chairperson as well as the election of the third member on the Trustee Selection Committee.

Director Wallace appointed Superintendents Samis and Halliday to count the ballots if necessary.

The Director called for nominations for the office of Chairperson.

Moved by Jennifer Cameron
Seconded by Jodi Lloyd

That Trustee Peter Beacock be nominated for election as Chairperson of the Simcoe County District School Board for the upcoming year.

Trustee Beacock indicated that he would stand.

The Director called for further nominations for the office of Chairperson.

There being no further nominations, Trustee Beacock was acclaimed as Chairperson of the Board.

Trustee Beacock assumed the Chair at this time.

4. Election of Vice-Chairperson

Chairperson Beacock called for nominations for the office of Vice-chairperson.

Moved by Donna Armstrong
Seconded by Daniel Shilling

That Trustee Jodi Lloyd be nominated for election as Vice-chairperson of the Simcoe County District School Board for the upcoming year.

Trustee Lloyd indicated that she would stand.

Chairperson Beacock called for further nominations for the office of Vice-chairperson.

Moved by Krista Mayne
Seconded by Jennifer Cameron

That Trustee Annie Chandler be nominated for election as Vice-chairperson of the Simcoe County District School Board for the upcoming year.

Trustee Chandler indicated that she would stand.

Chairperson Beacock called for further nominations for the office of Vice-chairperson.

There being no further nominations, trustees who were nominated were then given an opportunity to speak at this time. Both Trustee Lloyd and Trustee Chandler spoke to their nomination. Trustees Lloyd and Chandler declined to appoint a scrutineer to observe the counting of ballots prior to the voting.

A vote by secret ballot was conducted. Following the vote, Trustee Lloyd was declared Vice-chairperson of the Simcoe County District School Board for the upcoming year.

Trustee Lloyd assumed the position of Vice-chairperson at this time.

MOTION

Moved by Donna Da Silva
Seconded by Daniel Shilling

That the Board approve the ballots be destroyed.

CARRIED

5. Selection Committee

Chairperson Beacock called for nominations for the third member of the Trustee Selection Committee.

Moved by Michele Locke
Seconded by Jodi Lloyd

That Trustee Krista Mayne be nominated as the third member of the Trustee Selection Committee. Trustee Mayne indicated her willingness to serve.

Chairperson Beacock called for further nominations for the third member of the Trustee Selection Committee.

There being no further nominations, Trustee Mayne was acclaimed as the third member of the Trustee Selection Committee.

The Committee will consist of Chairperson Peter Beacock, Vice-chairperson Jodi Lloyd and Trustee Krista Mayne.

6. Inaugural Address

Chairperson Beacock thanked the trustees for their continued support and noted that he is honoured to be chosen to lead this board. He recognized that this board has made some very important decisions on behalf of students, and looks forward to the upcoming year and continuing the work of the Simcoe County District School Board.

MOTION TO ADJOURN

Moved by Michele Locke
Seconded by Krista Mayne

That the meeting be adjourned at 7:30 p.m.

CARRIED

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

FROM: Business and Facilities Standing Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE BUSINESS AND FACILITIES
STANDING COMMITTEE MEETING HELD WEDNESDAY, DECEMBER 7, 2016**

The Business and Facilities Standing Committee met in Public Session on Wednesday, December 7, 2016, at the Education Centre.

PRESENT:

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

Student Trustees Zak Mattila,

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

Recording Secretary Lorraine Ryder.

REGRETS:

Committee Members Jennifer Cameron, Pamela Hodgson.

Student Trustees Matt Thornhauge.

ABSENT:

Student Trustees Grace Leyshon,

Janis Medysky, Associated Director called the meeting to order at 6:00 p.m.

Approval of the Agenda

MOTION

Moved by Peter Beacock
Seconded by Kathleen Aikins

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

Election of Chairperson

Associate Director Medysky appointed Superintendents Daryl Halliday and Chris Samis to act as tellers in the event that a vote is required.

Associate Director Medysky called for nominations for the position of Chairperson of the Business and Facilities Standing Committee.

Moved by Krista Mayne
Seconded by Jodi Lloyd

That Trustee Annie Chandler be nominated for election as Chairperson of the Business and Facilities Standing Committee.

Trustee Chandler indicated that she would stand.

Associate Director Medysky called for further nominations for the position of Chairperson of the Business and Facilities Standing Committee.

There being no further nominations, Trustee Chandler was acclaimed as Chairperson of the Business and Facilities Standing Committee.

Trustee Chandler assumed the Chair at this time.

Trustee Donna Da Silva entered the meeting at this time.

Election of Vice-Chairperson

Chairperson Chandler called for nominations for the position of Vice-Chairperson of the Business and Facilities Standing Committee.

Moved by Peter Beacock
Seconded by Jodi Lloyd

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

Trustee Mayne indicated that she would stand.

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

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

Trustee Mayne assumed the Vice-Chair at this time.

Closed Session - Nil

Presentations/Delegations - Nil

Items for Decision

1. Review of Policy No. 2198 – Use of Copyright – Protected Works in Education (BF-D-1)

Brian Jeffs, Superintendent of Business Services indicated that upon review of Policy No. 2198 it was determined that no changes were required to the policy.

(1)
Moved by Daniel Shilling
Seconded by Michele Locke

#BF-2016-12-07-13

That the Business and Facilities Standing Committee recommend that the Board approve that Policy No. 2198, Use of Copyright – Protected Works in Education remain status quo, as set out in APPENDIX A of Report No. BF-D-1, Review of Policy No. 2198 – Use of Copyright – Protected Works in Education, dated December 7, 2016.

CARRIED

Items for Information

1. Capital Plan 2016-2017 Introduction (BF-I-1)

John Dance, Superintendent of Facility Services summarized the report that outlined the introduction of the 2016 -2017 Capital Plan. The 2016-2017 Capital Plan will be presented at the January Business and Facilities Standing Committee meeting.

The 2016-2017 Capital Plan will continue to build on previous plans, more specifically the 2015-2016 Capital Plan. The plan will act as a thorough reference that will support inclusive, equitable and safe learning and working environments throughout the board.

The plan will also provide information, initiatives and recommendations to help guide long-term decisions having regard for enrolment, program and building condition and will serve as a means to assess student accommodation with a focus on growth within Simcoe County.

Trustee Donna Armstrong entered the meeting at this time.

Superintendent Dance responded to questions from trustees at this time.

This report was provided for information.

2. 2016-2017 Budget Update (BF-I-2)

Superintendent Jeffs presented an overview of the report that provided an update on the 2016-2017 budget. Financial pressures are being experienced in the areas of sick leave, student transportation, and special education. Projections suggest that there will continue to be fiscal pressures in these areas. It is anticipated that the board will be able to balance the 2016-2017 budget.

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

This report was provided for information.

Correspondence – Nil

Other Matters

1. Trustee Locke requested an update on the Wyebridge property. Superintendent Dance commented that staff are exploring opportunities to sell the property with the possibility of a potential buyer.
2. Superintendent Dance informed the committee that it is proposed to move all standing committee and board meetings to the Roy Edwards room starting in January 2017 due to the considerable resources invested in the Roy Edwards room. The sound system and video quality are far superior in comparison to the Georgian Room. The Roy Edwards room is equipped with a sign that informs individuals when a meeting is in closed session. Music will be played in the atrium area during closed sessions.

Notices of Motion for Next Meeting - Nil

MOTION

Moved by Kathleen Aikins
Seconded by Donna Da Silva

That the meeting be adjourned at 7:30 p.m.

RECOMMENDATION

That the Board approve that Policy No. 2198, Use of Copyright – Protected Works in Education remain status quo, as set out in APPENDIX A of Report No. BF-D-1, Review of Policy No. 2198 – Use of Copyright – Protected Works in Education, dated December 7, 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

December 21, 2016

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

FROM: Director of Education

SUBJECT: **TRUSTEE COMMITTEE ASSIGNMENTS FOR 2017**

At the Organizational Meeting of the Board held December 5, 2016, Trustee Krista Mayne was elected to act as the third member of the Selection Committee, joining Chairperson Beacock and Vice-chairperson Lloyd to recommend members to board committees as required in Article II, Item 5 of the Board By-laws.

Chairperson Beacock, met with Vice-chairperson Lloyd and Trustee Mayne on December 7, 2016 to consider the Survey of Trustee Preferences for Committee Memberships for 2017.

Attached as APPENDIX A is the recommended trustee membership to the various Board committees.

RECOMMENDATION

That the Board ratify the recommendations of the Selection Committee, as set out in APPENDIX A of Report No. D-5-a, Trustee Committee Assignments for 2017, dated December 21, 2016.

Respectfully submitted by:

Kathryn Wallace
Director of Education

December 21, 2016

A. STANDING COMMITTEES

HUMAN RESOURCES All Trustees	PROGRAM COMMITTEE All Trustees	BUSINESS/FACILITIES COMMITTEE All Trustees
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B. MANDATORY COMMITTEES

S.E.A.C (3 Trustees) Donna Armstrong Peter Beacock Donna Da Silva	S.A.L All Trustees	FIRST NATIONS ED ADVISORY COM (2 Trustees plus First Nations Trustee) 1 Year Term of Office with the Opportunity for Re-appointment Jodi Lloyd Michele Locke Daniel Shilling	GRIEVANCE HEARINGS SUSPENSION/EXPULSION APPEALS & HEARINGS All Trustees	AUDIT COMMITTEE (3 Trustees) Kathleen Aikins Donna Armstrong Daniel Shilling	PARENT INVOLVEMENT COMMITTEE (2 Trustees) Annie Chandler Michele Locke
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C. CONTINUING COMMITTEES

ACCESSIBILITY COMMITTEE (1 Trustee) Peter Beacock	BY-LAW COMMITTEE (5 Trustees - including Vice-chair of the Board) Annie Chandler Wayne Clements Donna Da Silva Jodi Lloyd Krista Mayne	CODE OF CONDUCT COMMITTEE (3 Trustees – including Chair/Vice-Chair of the Board) Peter Beacock Jodi Lloyd Jennifer Cameron Alternate Donna Da Silva
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TEACHER/TRUSTEE RELATIONS ELEMENTARY & SECONDARY (4 Trustees – 2 on each committee) Elem. - Kathleen Aikins - Jennifer Cameron Sec. - Jennifer Cameron Annie Chandler	ONTARIO PRINCIPAL LIAISON COMMITTEE ELEMENTARY/SECONDARY (2 Trustees) Peter Beacock Krista Mayne	STUDENT TRUSTEES- 2016-2017 Grace Leyshon Zak Mattila Matt Thorhauge Student Trustee Mentor (1 Trustee – Michele Locke)
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D. EXTERNAL/JOINT COMMITTEES

TRANSPORTATION CONSORTIUM (1 Trustee) Jodi Lloyd	JOINT COMMITTEE SCDSB/SMCDSB (2 Trustees plus Chair) Peter Beacock Donna Armstrong Wayne Clements	OPSBA DIRECTOR (appointed in April) Michele Locke Alternate (appointed in April) Annie Chandler
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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 NOVEMBER 14, 2016**

The regular meeting of the Special Education Advisory Committee was held on Monday, November 14, 2016 at the Education Centre.

A. Roll Call

PRESENT:

SEAC Members

Donna Armstrong (Trustee), Kelly Barber, Peter Beacock (Trustee), Kevin Berry (Chairperson), Mark Bryan (fulfilling the role of Vice-Chairperson), Sheryl Eastop, Jill Foley, Sara Jamieson, Rose-Ann Marchitto, Dan Stroh, Sandy Thurston, Tanya van Voorst.

SEAC Alternates

James Hall (Acting Member), Svetlana Zaruvimski (Acting Member).

Staff

Kathy Chapman, Michael Giffen, Margo Lambooy, Pam Marshall, Stephen McClelland, Danielle Mink, Chris Samis, Shannon Thompson.

REGRETS:

SEAC Members

Annie Chandler (Trustee), Sally Seabrook, Yana Skybin.

Recording Secretary

Tina Bazuk.

Kevin Berry, Chairperson, called the meeting to order at 7:00 p.m.

(1) Welcome

(a) Introductions

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

Election of Vice-Chairperson

Chairperson Berry called for nominations for the position of Vice-Chairperson of the Special Education Advisory Committee for the evening.

Moved by Kevin Berry
Seconded by James Hall

That Mark Bryan, SEAC Member, be nominated for election as Vice-Chairperson of the Special Education Advisory Committee for the evening.

Mark Bryan indicated that he would stand.

Chairperson Berry called for further nominations for the position of Vice-Chairperson of the Special Education Advisory Committee for the evening.

There being no further nominations, Mark Bryan was acclaimed as Vice-Chairperson of the Special Education Advisory Committee for the evening.

CARRIED

Mark Bryan assumed the Vice-Chair at this time.

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

James Hall, SEAC alternate (acting member), read the Statement of Beliefs.

(2) **Approval of Agenda**

Moved by Mark Bryan
Seconded by Peter Beacock

That the agenda be approved as written.

CARRIED

(3) **Approval of Minutes**

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

Moved by Rose-Ann Marchitto
Seconded by Peter Beacock

That the minutes be approved as written.

CARRIED

B. Presentations

(1) (a) Hearing Resource Support (B-1-a)

Chris Samis, Superintendent of Education and Michael Giffen, Principal of Special Education, introduced Pam Marshall and Margo Lambooy, Hearing Resource Teachers.

An elementary student was also in attendance to share personal experiences of living with hearing impairment.

Hearing Resource Teachers (HRTs) provide support to students who are deaf or hard of hearing along with the school staff. Support can include: help with the amplifications systems, hearing aids, cochlear implants and FM systems or direct support with instruction in articulation, auditory training and language support, in addition to collaborating with school staff in determining and carrying out IEP goals. HRT's liaise with parents, audiologists, hearing aid dispensaries and companies providing FM systems.

Superintendent Samis, Teachers Marshall and Lambooy responded to questions from SEAC at this time.

Donna Armstrong entered the meeting at this time.

C. Items for Decision - Nil

D. Items for Information

(1) Follow-up from Previous Meeting - Nil

(2) Staff Reports

(a) Special Education: Revised Estimates/Deferred Revenue Update (D-2-a)

Superintendent Samis, provided an overview of the revised estimates and deferred revenue related to the special education budget.

In the fall of each school year, school boards are required to submit revised estimates to the province based on the previous year's surplus and/or deficit, which are then reflected in the current year's budget.

In the 2015-2016 school year, there were fiscal pressures that resulted in an overall deficit in special education in the amount of \$671,745 (i.e. increased absenteeism, increase in staff wages, increased complexity of students supported through special education, etc.). This amount will not be reflected in the 2016-2017 special education budget.

(b) IEP Online Implementation Update (D-2-b)

Superintendent Samis provided an update on the Individual Education Plan (IEP) Online implementation.

In fall 2016, SCDSB staff transitioned from IEP Writer to IEP Online. While there have been some implementation challenges (mostly related to increased workload), Special Education Resource Teachers (SERTs) continued to work incredibly hard to meet the mandated deadlines for completion. Release time was provided to SERTs that requested additional time to complete the IEPs.

The SCDSB is committed to working with staff, students and families along with the solution provider (PCG) to ensure challenges related to work-load, training and familiarity are addressed as quickly as possible.

Stephen McClelland, Principal of Special Education, advised that drop down menus have been included in the new program for consistency and to allow specific data to be pulled when required. Special education staff will assess any request for additional items to be added to the drop down menus.

Superintendent Samis and Principals Giffen and McClelland responded to questions from SEAC at this time.

(c) Transition to the Ontario Autism Program: New Funding to Support School Boards Update (D-2-c)

Superintendent Samis provided an overview of the transition to the new Ontario Autism program.

In order to support the transition process, the SCDSB received additional funding for 2016-2017 and 2017-2018 school years. This funding will be used to enhance the learning environments for children diagnosed with Autism Spectrum Disorder (ASD) and their families through a continuum of behavioural supports.

The additional funds:

- Baseline funds will be used to hire three (3) additional Itinerant Applied Behaviour Analysts (ABAs) support workers increasing the complement to nine (9).
- Connections for Students program funds will be used to enhance the existing transitional education assistants' support.

In collaboration with the Simcoe Muskoka Catholic District School Board, the SCDSB has also submitted an application to the Ministry for three (3) new after-school skills development programs to commence in January 2017.

Superintendent Samis responded to questions from SEAC at this time.

(3) Committee Reports

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

Principal McClelland provided an update on the Parents as Partners Parent Reaching Out (PRO) Grant.

In the spring of 2017, SEAC members and special education staff will offer a variety of parent workshop to assist parents with understanding their child's IEP. Staff have developed a brochure entitled "A Parent's Guide to Individual Education Plans (IEP)" which was shared with SEAC members for review and feedback.

Special Education staff will continue to host the Navigating Special Education workshops as needed at the request of the schools.

(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)

1. New Director of Education update: All employees along with other groups of individuals (committees etc.) were provided the opportunity to share their thoughts and ideas with the direction they would like to see the Board take. The job posting is now out and the Board expects to appoint the new Director by the end of January 2017.
2. Trustee Tribute: West Bayfield students, staff and a community business partner were recognized for entrepreneurialism and social spirit for inventing a Blizzard flavour in support of the David Busby Street Centre.
3. Trustees approved minor formatting changes to Policy No. 4230 – School Safety Patrols.

E. Correspondence

1. A letter from the Provincial Parent Associations Advisory Committee (PAaC) on SEAC to the Chairs of SEAC announcing the development of new SEAC Training Resources. These resources can be accessed at www.paac-seac.ca.
2. A letter from the Renfrew County Catholic District School Board to the Chairs of SEAC sharing information discovered while monitoring transitions out of secondary school and employment prospects for students with disabilities.

F. Other Matters

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

G. Notices of Motion for Next Meeting - Nil

H. Adjournment

Moved by Peter Beacock
Seconded by Rose-Ann Marchitto

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

CARRIED

The next meeting date is December 12, 2016.

Report Status

This report is provided for information.

Respectfully submitted by:

Chris Samis
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Director of Education

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

FROM: Accessibility Advisory Committee

SUBJECT: **REPORT OF THE ACCESSIBILITY ADVISORY COMMITTEE MEETING
HELD SEPTEMBER 26, 2016**

A meeting of the Accessibility Advisory Committee was held on Monday, September 26, 2016 at the Education Centre.

PRESENT:

Committee Members

Staff: Abby DesForges, Erin Schwarz, Alison LaMantia, Michael Giffen,
Peter Beacock (Trustee), Brian Jeffs, Steve Parker.

Regrets: Sean Levasseur, Delmar MacLean, Caroline Quanbury.

AAC Members: Barbara Moody, Margaretta Papp-Belayneh, Sarah Mueller (Chair),
Doug Mein (Vice-Chair).

Recording Secretary: Christie Connors.

The meeting was called to order at 10:30 a.m.

1. **Welcome and Opening Remarks**

Round table introductions, Brian Jeffs, Superintendent of Business Services, announced that this would be Steve Parker and Christie Connors last meeting as they were leaving the board. The Committee also welcomed new AAC member Barbara Moody.

2. **Minutes of the Accessibility Advisory Committee held May, 2016**

Edit minutes to ensure the language is consistent and in the past tense. Sarah Mueller's last name was misspelled under regrets.

Moved by: Peter Beacock
Seconded by: Steve Parker

That the Minutes of the Accessibility Advisory Committee held May 30, 2016 be approved as amended.

CARRIED

3. AAC Committee Membership

Sarah Mueller requested communications post the job posting again for a call for new AAC members. Kylee Zoller will update the membership listing, capturing recent changes.

Moved by: Brian Jeffs
Seconded by: Steve Parker

CARRIED

4. Multi-Year Accessibility Plan – December 2017 Expiry

Our multi-year plan will be expiring in 2017, the group discussed a plan of action going forward. Steve Parker stated that the multi-year plan has been updated each year as there are new schools and renovations constantly happening. He suggested that the new multi-year plan be more general so that changes do not affect the plan as much. Example, having washrooms being a focus area, instead of specific schools. Sarah Mueller added that the layout of the charts within the multi-year plan could perhaps be enhanced for an easier read. Peter Beacock suggested that the committee take a look at what is required by law to be in the multi-year plan document, and take the time over the next couple of months to bring together ideas and review at the January meeting. Sarah Mueller mentioned that there were some new requirements coming in terms of transportation and agreed that the committee should address this topic at the January meeting. Superintendent Jeffs suggested to the group that they provide their recommendation for the layout changes to the document at the next meeting, and let that work be completed prior to January where we can then focus on the content of the document. Alison LaMantia will have the Communications department provide some layout options for the November meeting.

Moved by: Doug Mein
Seconded by: Barbara Moody

CARRIED

5. Plan & Schedule of 2016/2017 audits

Sarah Mueller will be unable to make the November audit date as she has a job working Wednesday to Friday, it will be rescheduled to Monday November 7, 2016. Steve Parker suggested Elmvale District High School and Huronia Centennial Elementary School. Steve Parker showed the new proposed AAC Audit Tracking Tool, it is colour coordinated to show the schools that have been audited (completed) and those that are proposed for the coming years. He will provide a copy of the proposal to the committee for review. Sarah Mueller thought that Killarney Beach PS was already audited, Steve Parker does not have record of that audit, and Sarah Mueller will look in her notes to see if she has the audit report. Steve Parker has also made recommendations on the proposal for the smaller group audits, if committee members and a board Project Coordinator can make arrangements to complete those schools. Steve Parker mentioned that Eastview SS will be having a major renovation project, suggested that the school is audited again once the project is complete. There are three schools in Steve Parker's opinion are not accessible, Shanty Bay, Wyevale, and Warnica.

Moved by: Steve Parker
Seconded by: Brian Jeffs

CARRIED

6. **Jack.org Pilot Program at Banting**

Sarah Mueller mentioned that mental health is an area of growing concern, in her opinion, in our schools. Doug Mein has found some material on Jack.org that he felt was applicable to our group and the efforts to address mental health issues with students. A CTV news clip was played to provide information about the Jack.org program, designed by young people for young people, as 1 in 5 people are affected by mental illness. Doug Mein shared background information to the group about Jack, and how Jack.org came to be. After Jack's passing, his parents created a kids help phone line to help those struggling, which now has grown to be Jack.org today. Schools across Canada have taken on this initiative, and it would be great to see this happening within our board as well. Doug Mein proposed that he would like to run a pilot project of Jack.org here in our board for next year, he has been in contact with Danielle Mink about this project. Doug Mein and Danielle Mink have met with a few principals within the board to introduce elements of Jack.org in their schools, all have been in support of the program. Mandy Masters has been working with Doug Mein on this initiative. A walk at Tech/Beeton was done this past week to raise funds for a Jack.org program to run out of that school, they raised a total of \$17,000.00. Doug Mein asked Superintendent Jeffs what the next steps are to get approval from the board to run a Jack chapter in our schools. Superintendent Jeffs stated that he needs some further information but he can bring it forward to the board when we have all the information together as a proposal. Superintendent Jeffs raised the question of why Jack.org and not another organization, Sarah Mueller voiced her opinion that the focus of Jack.org being youth helping youth, that the students are more likely to open up and engage with someone that can relate to them and the things going on in their lives. Superintendent Jeffs stated that he is not against any programs, and that he is open to more information and having a discussion with Danielle Mink to gather her thoughts and opinions. Doug Mein was happy to obtain further information on Jack.org and share it with the group. Barbara Moody added that the fact that failed attempts at suicide become accessibility issues. Peter Beacock mentioned that this type of thing would be proposed and approved by the Senior Admin Council at the board, not our committee, but we will be looking into this program. Michael Giffen will also be entering into discussions with Danielle Mink regarding this program and Superintendent Jeffs and Michael Giffen will take it forward to senior admin, and hope to have an answer regarding this at the November meeting.

Moved by: Doug Mein

Seconded by: Barbara Moody

CARRIED

7. **Accessibility for Ontarians with Disabilities Act (AODA) Update, Customer Service Policy Review**

Abby DesForges mentioned that she received information about the AODA update over the summer, and there were some minor changes that were required to be made to the customer service policy. Superintendent Jeffs mentioned that all volunteers must now also be trained on AODA, the board has been working on this and hopes to roll out the training and new process in February 2017. Superintendent Jeffs is hoping that the overall process of training with regards to AODA can be automated by our IT department, as all parent volunteers will need to be trained. Abby DesForges will email an electronic file of the applicable updates.

Provided as information.

8. Audit Report Opening/Disclaimer

The following clause is proposed to be added to the AODA Audit Reports:

“The opinions and recommendations found within this report are solely those of the auditors present. The opinions are based on their experience and personal judgement, without prejudice to the requirements of the Ontario Building Code.

In all cases the recommendations will be vetted by staff prior to implementing any changes.”

Moved by: Steve Parker
Seconded by: Doug Mein

CARRIED

MOTION TO ADJOURN

Moved by: Doug Mein
Seconded by: Steve Parker

That the meeting be adjourned at 12:14 p.m.

CARRIED

NEXT MEETING

The next meeting will be held at the Simcoe County District School Board in Midhurst, on Monday, November 28, 2016 in the ROY EDWARDS ROOM at 10:30 a.m.

Future meeting dates:

Monday, November 7, 2016 – School Audits – Locations
Monday, November 28, 2016

Report Status

This report is provided as information.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

Approved for submission by:

Kathryn Wallace
Director of Education

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

FROM: Superintendent of Program and Innovation

SUBJECT: **FRENCH IMMERSION (FI) APPLICATION PROCESS 2017-2018**

1. **Background**

At its [November 28, 2012](#) meeting, the Board of Trustees approved the following motion:

That the Board approve that it accept the preferred option and implement Early French Immersion beginning September 2013, as set out in Report No. PRO-I-1, Enhancing French as a Second Language (FSL) Programs: A Review of Options and their Feasibility, dated [November 14, 2012](#).

The preferred method to apply to the FI program was identified as an online application process. This process has taken place each year since the program's inception.

[Policy No. 4116 - French Immersion](#) does not provide priority placement privileges to siblings of current students. This decision aligns with the board's principles of equity and inclusion and ensures that all applicants are guaranteed an equal opportunity to access the program. As outlined in APM A8005 – French as a Second Language: French Immersion (FI) Article 6, which operationalizes the FI policy, “Siblings of students currently enrolled in FI will not be granted priority placement privileges into the program.” The practice also aligns with revisions made to [Policy No. 4115 – Extended French as a Second Language](#) (EFSL) that removed any preference given to the application of siblings of current EFSL students by trustees on June 20, 2012.

2. **Current Status**

September 2016 saw the fourth cohort of FI students begin classes, with a total of 1624 students in FI from Grades 1 to 4 at 12 sites across the board.

Two Program Reviews have been approved that will result in the Grades 1-4 FI program moving from Regent Park Public School to Harriett Todd Public School, as well as the Grade 5 FI and Grades 6 to 8 EFSL program moving from Hillcrest Public School to Portage View Public School, effective September 2017. In the Alliston area, the FI site location will not be finalized until the February 22, 2017 board meeting. Interested Alliston-area families will apply in the usual manner, and the office of the Superintendent of Program and Innovation will follow up with each family once the program location is finalized.

FI Parent Information Nights will occur between Tuesday, January 10, 2017 and Thursday, January 19, 2017 at each of the 12 FI sites across the Simcoe County District School Board, including the new site for Grades 1 to 4, Harriett Todd Public School.

The online FI application process for September 2017 will take place from 9 a.m. Monday, January 23, 2017 to 9 p.m. Wednesday, January 25, 2017. Interested families will apply through the [Simcoe County District School Board \(SCDSB\) French as a Second Language](#) webpage. As part of the registration process, parents and guardians will click on an acknowledgement link that reads as follows:

By applying to the French Immersion (FI) program, you agree that you are applying to the program, not the program location. It is important to note that program locations may change over time.

*The **Alliston area** FI program location for 2017-2018 will be determined at the Feb. 22, 2017 Board meeting.*

The application (APPENDIX A) asks parents/guardians for basic demographic information about the student including the child's address, date of birth and current school of attendance. The online application process takes under two minutes to complete and submit.

Once the application window closes, the office of the Superintendent of Program and Innovation works with Information Technology staff to review the application data for any incomplete applications and possible duplications.

Following the decision by senior administration related to FI class allocations, trustees will receive a report on French Immersion Application Data 2017-2018 at the February 8, 2017 Program Standing Committee meeting.

The applications are then processed according to the date and time stamp of the online application submission. At that point, lists of accepted and waitlisted students are determined. Once the information is released to schools, letters of acceptance into the program and letters notifying families of the fact that they are on a waitlist are sent out to all families. The registration process at all FI sites takes place in March.

3. Next Steps

A variety of communication regarding the FI program will be shared with the system and broader community, including:

- Numbered Memorandum outlining timelines, the schedule for information evenings and sample letters to families notifying them of any pending program location changes;
- Letters home to all SK families, beginning December 5, 2016;
- Synvoice messages to all SK families, beginning December 19, 2016;
- Newsletter inserts to all schools notifying parents of this year's application timelines;
- Facebook ads from January 3 - January 22, 2017;
- Twitter promotional materials from January 3 – January 22, 2017.

Respectfully submitted by:

Anita Simpson
Superintendent of Program and Innovation

December 21, 2016

Child's Name
First Name Middle Initial Surname

Gender

Date of Birth
Month Day Year

** As you type, a list of STREET matches will be shown **

Child's Address
Street Number Street Name Unit/Apt Number

City/Town Rural Route # (if applicable) Postal Code

Primary Parent/Guardian Name
First Name Middle Initial Surname

Contact Information
Home Phone Work Phone Mobile Phone

Parent/Guardian e-mail

Child's Current School

Check all that Apply:

How did you hear about FI?

- Facebook
- Twitter
- Letter
- School Newsletter
- Telephone Message
- Other

Submit



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