

SIMCOE COUNTY DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING – WEDNESDAY, MARCH 22, 2017

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 February 22, 2017
 - (b) Minutes of the Special Meeting of the Board held February 27, 2017
 - (4) Declaration of Conflicts of Interest

CLOSED SESSION

- B.** Committee of the Whole
1. Property Matter
 2. Personnel Matter
 3. Legal Matter

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 March 1, 2017
 - (b) Report of the Human Resources Standing Committee Meeting held March 8, 2017
 - (c) Report of the Program Standing Committee Meeting held March 8, 2017
- (5) Staff Reports – Items for Decision
 - (a) Trustee Replacement Process
 - (b) New Policy No. 2270 – Signing Authorities

(6) Committee Minutes/Reports - Items for Information

- (a) Report of the Special Education Advisory Committee Meeting held February 13, 2017
- (b) Report of the Parent Involvement Committee Meeting held November 15, 2016

(7) Staff Reports - Items for Information - Nil

E. OTHER MATTERS

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

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

Business and Facilities Standing Committee Meeting – April 5, 2017 at 6:00 p.m. – Roy Edwards Room

Special Education Advisory Committee Meeting – April 10, 2017 at 7:00 p.m. – Georgian Room

Human Resources Standing Committee Meeting – April 12, 2017 at 6:00 p.m. – Roy Edwards Room

Program Standing Committee Meeting – April 12, 2017 following HR Meeting – Roy Edwards Room

Parent Involvement Committee Meeting – April 18, 2017 at 6:00 p.m. – Georgian Room

Business and Facilities Standing Committee and SEAC Budget Meeting at 6:00 p.m. – Roy Edwards Room

Regular Meeting of the Board – April 26, 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

G. ADJOURNMENT

**SIMCOE COUNTY DISTRICT SCHOOL BOARD
PUBLIC SESSION
RECOMMENDED ACTION – WEDNESDAY, MARCH 22, 2017**

REPORT	FYI	Decision Req.	MOTION
A-1			Call Meeting to order. Roll Call
A-2		√	That the agenda be approved as printed.
A-3-a Board Minutes February 22, 2017		√	That the Minutes of the Regular Meeting of the Board held Wednesday, February 22, 2017 be approved as printed.
A-3-b Board Minutes February 27, 2017		√	That the Minutes of the Special Meeting of the Board held Monday, February 27, 2017 be approved as printed.
A-4			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 – March 1, 2017		√	(1) That the Board approve the proposed attendance areas effective September 2018, as set out in APPENDIX F of Report No. BF-D-1, Attendance Area Review 2016:02 – Collingwood Collegiate Institute, Nottawasaga Pines Secondary School, Stayner Collegiate Institute, dated March 1, 2017.
		√	(2) That the Board approve that existing secondary students at the time of implementation be grandfathered, as set out in Report No. BF-D-1, Attendance Area Review 2016:02 – Collingwood Collegiate Institute, Nottawasaga Pines Secondary School, Stayner Collegiate Institute, dated March 1, 2017.
D-4-b Human Resources March 8, 2017		√	That the Board approve, subject to confirmation of funding, the five permanent career counsellor positions assigned to the Career Centre in order to ensure the Ministry of Advanced Education and Skills Development (MAESD) agreements and contracted deliverables are fulfilled, as set out in Report No. HR-D-1, The Career Centre: Youth Job Connection Staffing, dated March 8, 2017.

SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 2
 MARCH 22, 2017

<p>D-4-c Program Standing March 8, 2017</p>		<p>√</p>	<p>(1) That the Board approve the submission of the regular school year calendar for 2017-2018 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-1, Regular School Year Calendar 2017-2018, dated March 8, 2017.</p>
<p>D-5-a Trustee Replacement Process</p>		<p>√</p>	<p>(2) That the Board approve revisions to Policy No. 3130 – Equity and Inclusive Education, as set out in APPENDIX C of Report No. PRO-D-2, Revisions to Policy No. 3130 – Equity and Inclusive Education, dated March 8, 2017.</p>
<p>D-5-b New Policy No. 2270 – Signing Officers</p>		<p>√</p>	<p>(1) That the Board accept with regret and best wishes the notice of resignation from Pamela Hodgson, effective February 23, 2017, as set out in Report No. D-5-a, Trustee Replacement Process, dated March 22, 2017.</p>
<p>D-6-a SEAC February 13, 2017</p>	<p>√</p>		
<p>D-6-b PIC November 15, 2016</p>	<p>√</p>		
<p>E-1 Reports from Liaison Members</p>			
<p>E-2 Notices of Motion for Next Meeting</p>			
<p>E-3 Questions and Proposals from Trustees</p>			
<p>E-4 Professional Development Seminars Attendance</p>			
<p>E-5 Reports/Update from Staff</p>			

SIMCOE COUNTY DISTRICT SCHOOL BOARD
RECOMMENDED ACTION - 3
MARCH 22, 2017

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 FEBRUARY 22, 2017**

The regular meeting of the Simcoe County District School Board was held on Wednesday, February 22, 2017 at the Education Centre.

A. (1) Roll Call

PRESENT:
Trustees

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

REGRETS
Trustees

Annie Chandler, Donna Da Silva, Pamela Hodgson.

PRESENT:
Student Trustees

Grace Leyshon, Matt Thorhauge.

REGRETS
Student Trustees

Zak Mattila.

Recording Secretary Debbie Foster.

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

(2) Approval of Agenda

MOTION

Moved by Michele Locke
Seconded by Daniel Shilling

That the Agenda be approved as printed.

CARRIED

(3) Approval of Minutes

Minutes of the Regular Meeting of the Board held January 25, 2017 (A-3-a)

Moved by Jennifer Cameron
Seconded by Krista Mayne

That the Minutes of the Regular Meeting of the Board held Wednesday, January 25, 2017 be approved as printed.

CARRIED

Minutes of the Special Meeting of the Board held February 1, 2017 (A-3-b)

Moved by Daniel Shilling
Seconded by Jennifer Cameron

That the Minutes of the Special Meeting of the Board held Wednesday, February 1, 2017 be approved as printed.

CARRIED

Minutes of the Special Meeting of the Board held February 8, 2017 (A-3-c)

Moved by Michele Locke
Seconded by Krista Mayne

That the Minutes of the Special Meeting of the Board held Wednesday, February 8, 2017 be approved as printed.

CARRIED

(4) Declaration of Conflicts of Interest – Nil

B. Committee of the Whole

Moved by Kathleen Aikins
Seconded by Krista Mayne

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

CARRIED

The Public Session of the Board re-convened at 7:00 p.m.

C. (1) Report from the Student Trustees

Student Trustee Matt Thorhauge shared that Tammy Rodaro, Vice-principal of Adult and Continuing Education, presented at Student Senate. She spoke to the students about the 25 programs that the Adult and Continuing Education Program offers. Vice-principal Rodaro also shared specific information about the EduTravel programs available to students. Student Trustee Thorhauge also shared that the Sweet Charity dogs would be at Georgian Bay District S.S. during evaluations to help students who may be feeling anxious during this time. The student trustees are looking forward to their next meeting when they will be discussing elections for next year's representatives.

Trustee Locke asked if the trustees could be sent a copy of the slide decks from the Student Senate meetings.

Superintendent Murphy stated that she would ensure the trustees received a copy.

(2) Trustee Tributes - Nil

(3) Delegations

1. Christine Birkett and Juanita Wilson Re: Attendance Area Review 2016:01 – Alliston Union Public School, Cookstown Central Public School and Ernest Cumberland Elementary School.
2. Sarah Beitz Re: Attendance Area Review 2016:01 – Alliston Union Public School, Cookstown Central Public School and Ernest Cumberland Elementary School.
3. Andrea Lunn Re: Attendance Area Review 2016:01 – Alliston Union Public School, Cookstown Central Public School and Ernest Cumberland Elementary School.
4. Curt McCullough Re: Attendance Area Review 2016:01 – Alliston Union Public School, Cookstown Central Public School and Ernest Cumberland Elementary School.

Chairperson Beacock stated that he would be accepting the delegations as information.

D. RECOMMENDATIONS FOR ACTION

- (1) **Report from the Closed Session of the Board in Committee of the Whole** - Nil
- (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 February 1, 2017 (D-4-a)

John Dance, Superintendent of Facility Services, spoke to the report and responded to questions from trustees regarding the proposed attendance areas and the transfer of the French Immersion Program.

Daryl Halliday, Superintendent of Education, responded to questions from trustees regarding the timelines of communication and the guidelines for the modified school year calendar.

Acting Director Wallace addressed questions from trustees regarding timelines for staffing, emphasizing the board's contractual obligations. Acting Director Wallace also responded to trustee questions regarding the possibility of the re-establishment of a modified school year calendar in the future.

(1)
Moved by Jodi Lloyd
Seconded by Daniel Shilling

#BF-2017-02-22-14

That the Board approve the proposed attendance areas effective September 2017, as set out in APPENDIX F of Report No. BF-D-1, Attendance Area Review 2016:01 – Alliston Union Public School, Cookstown Central Public School, Ernest Cumberland Elementary School, dated February 1, 2017.

AMENDMENT

Moved by Donna Armstrong
Seconded by Wayne Clements

#BF-2017-02-22-14AD

That the Board approve the proposed attendance areas, with the inclusion of Albert Street East from Centre Street to McDonald Street to remain at Alliston Union Public School, effective September 2017, as set out in APPENDIX F of Report No. BF-D-1, Attendance Area Review 2016:01 – Alliston Union Public School, Cookstown Central Public School, Ernest Cumberland Elementary School, dated February 1, 2017.

CARRIED

(2)
Moved by Michele Locke
Seconded by Donna Armstrong

#BF-2017-02-22-15

That the Board approve the transfer of the FI program, Grades 1-4 from Alliston Union Public School to Ernest Cumberland Elementary School effective September 2017, as set out in Report No. BF-D-1, Attendance Area Review 2016:01 – Alliston Union Public School, Cookstown Central Public School, Ernest Cumberland Elementary School, dated February 1, 2017.

CARRIED

(3)
Moved by Jodi Lloyd
Seconded by Krista Mayne

#BF-2017-02-22-16

That the Board approve Ernest Cumberland Elementary School transition to the regular school calendar, effective at the conclusion of the 2016-2017 school year, as set out in Report No. BF-D-1, Attendance Area Review 2016:01 – Alliston Union Public School, Cookstown Central Public School, Ernest Cumberland Elementary School, dated February 1, 2017.

CARRIED

Report of the First Nations Education Advisory Committee Meeting
held December 13, 2016 (D-4-b)

Moved by Jodi Lloyd
Seconded by Daniel Shilling

#BF-2017-02-22-17

That the Board approve the development of a policy for the implementation of an acknowledgement of traditional territory throughout the Simcoe County District School Board, as set out in Report No. D-4-b, Report of the First Nations Education Advisory Committee Meeting held December 13, 2016, dated February 22, 2017.

CARRIED

Trustee Lloyd inquired as to the timelines for the new policy.

Acting Director Wallace stated that Superintendent Finlayson will work with board staff and committees to develop the policy. She stated that once consultation and research has taken place, the recommended policy will be brought forward for approval. Once the policy has been approved, an administrative procedures manual (APM) will need to be developed. Acting Director Wallace stated that given the work and consultation that needs to take place, it may take some time to implement the policy.

(5) Staff Reports – Items for Decision - Nil

(6) Committee Minutes/Reports – Items for Information

Report of the Program Standing Committee Meeting held
February 8, 2017 (D-6-a)

This report was provided as information.

Report of the Special Education Advisory Committee Meeting held
January 16, 2017 (D-6-b)

This report was provided as information.

Report of the Accessibility Advisory Committee Meeting held
November 28, 2016 (D-6-c)

This report was provided as information.

Report of the Audit Committee Meeting held February 6, 2017 (D-6-c)

This report was provided as information.

(7) Staff Reports – Items for Information - Nil

E. OTHER MATTERS

(1) Reports from Liaison Members - Nil

(2) Notices of Motion for next meeting - Nil

(3) Questions and Proposals from Trustees

Chair Beacock shared that he, along with Acting Director Wallace and Principal Brian MacIsaac, visited Eastview S.S. last week where the County of Simcoe and the Nottawasaga Inn Resort presented commemorative clothing to Simcoe County District School Board students and staff. He thanked the County of Simcoe and the Nottawasaga Inn Resort for generously donating hoodies to more than 400 students and staff who will be travelling to Europe in April for the 100th anniversary of the Battle of Vimy Ridge.

(4) Professional Development Seminars Attendance - Nil

(5) Reports/Update from Staff - Nil

(6) Correspondence - Nil

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

Business and Facilities Standing Committee Meeting – April 5, 2017 at 7:00 p.m. –
Roy Edwards Room

Special Education Advisory Committee Meeting – April 10, 2017 at 7:00 p.m. –
Georgian Room

Human Resources Standing Committee Meeting – April 12, 2017 at 6:00 p.m. –
Roy Edwards Room

Program Standing Committee Meeting – April 12, 2017 following HR Meeting –
Roy Edwards Room

Parent Involvement Committee Meeting – April 18, 2017 at 6:00 p.m. –
Georgian Room

Business and Facilities Standing Committee and SEAC Budget Meeting –
April 19, 2017 at 6:00 p.m. – Roy Edwards Room

Regular Meeting of the Board – April 26, 2017 at 6:00 p.m., followed immediately by the
Committee of the Whole in Closed Session (Roy Edwards Room), Public Session will
resume at 7:00 p.m. Roy Edwards Room

MOTION TO ADJOURN

Moved by Michele Locke

Seconded by Kathleen Aikins

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

CARRIED

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

FROM: The Secretary

SUBJECT: **MINUTES OF THE SPECIAL MEETING OF THE
BOARD HELD FEBRUARY 27, 2017**

The special meeting of the Simcoe County District School Board was held on Monday, February 27, 2017 at the Education Centre.

A. (1) Roll Call

PRESENT:

Trustees

Kathleen Aikins, Donna Armstrong, Peter Beacock (Chairperson), Jennifer Cameron, Wayne Clements, Jodi Lloyd (Vice-chairperson), Dan Shilling.

**ELECTRONIC
PARTICIPATION**

Michele Locke.

REGRETS

Trustees

Annie Chandler, Donna Da Silva, Pamela Hodgson, Krista Mayne.

PRESENT:

Student Trustees

REGRETS

Student Trustees

Grace Leyshon, Zak, Mattila, Matt Thorhauge.

Recording Secretary

Peter Beacock.

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

(2) Approval of Agenda

MOTION

Moved by Daniel Shilling
Seconded by Kathleen Aikins

That the Agenda be approved as printed.

CARRIED

(3) Declaration of Conflicts of Interest – Nil

B. Committee of the Whole

Moved by Kathleen Aikins
Seconded by Jennifer Cameron

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

CARRIED

C. RECOMMENDATIONS FOR ACTION

(1) Report from the February 27, 2017 Closed Session of the Board in Committee of the Whole

(1)
Moved by Wayne Clements
Seconded by Jennifer Cameron

#BP-2017-02-27-18

That the Board approve the contract between Stephen Blake and the Simcoe County District School Board, dated February 1, 2017.

CARRIED

D. FUTURE BUSINESS OF THE BOARD, STANDING COMMITTEES AND ADVISORY COMMITTEES

Business and Facilities Standing Committee Meeting – April 5, 2017 at 6:00 p.m. – Roy Edwards Room
Special Education Advisory Committee Meeting – April 10, 2017 at 7:00 p.m. – Georgian Room
Human Resources Standing Committee Meeting – April 12, 2017 at 6:00 p.m. – Roy Edwards Room
Program Standing Committee Meeting – April 12, 2017 following HR Meeting – Roy Edwards Room
Parent Involvement Committee Meeting – April 18, 2017 at 6:00 p.m. – Georgian Room
Business and Facilities Standing Committee and SEAC Budget Meeting at 6:00 p.m. – Roy Edwards Room
Regular Meeting of the Board – April 26, 2017 at 6:00 p.m., followed immediately by the Committee of the Whole in Closed Session (Roy Edwards Room), Public Session will resume at 7:00 p.m. Roy Edwards Room

MOTION TO ADJOURN

Moved by Daniel Shilling
Seconded by Jodi Lloyd

That the meeting be adjourned at 7:00 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, MARCH 1, 2017**

The Business and Facilities Standing Committee met in Public Session on Wednesday, March 1, 2017, at the Education Centre.

PRESENT:

Committee Members

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

Administration

John Dance, Stuart Finlayson, Daryl Halliday,
Brian Jeffs, Jackie Kavanagh, Doug Paul, Chris Samis,
Kathi Wallace.

Recording Secretary

Lorraine Ryder.

REGRETS:

Committee Members

Jennifer Cameron, Donna Da Silva, Pamela Hodgson.

Student Trustees

Grace Leyshon, Zak Mattila, Matt Thorhauge.

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

Approval of the Agenda

MOTION

Moved by Michele Locke
Seconded by Donna Armstrong

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

MOTION

Moved by Jodi Lloyd
Seconded by Kathleen Aikins

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

CARRIED

The Business and Facilities Standing Committee reconvened in public session at 6:15 p.m.

Presentations/Delegations - Nil

Items for Decision

1. **Attendance Area Review 2016:02 – Collingwood Collegiate Institute, Nottawasaga Pines Secondary School, Stayner Collegiate Institute (BF-D-1)**

John Dance, Superintendent of Facility Services provided a detailed overview of the report that provided the rationale for aligning the Stayner Collegiate Institute attendance area with the Byng Public School, Clearview Meadows Elementary School and Nottawasaga and Creemore Public School attendance areas. This alignment provides the best opportunity to maintain an effective and viable secondary school in the community of Stayner.

Superintendent Dance and Andrew Keuken, Manager of Planning, Enrolment and Community Use responded to questions from trustees at this time.

(1)

Moved by Michele Locke
Seconded by Jodi Lloyd

#BF-2017-03-01-28

That the Business and Facilities Standing Committee recommend that the Board approve the proposed attendance areas effective September 2018, as set out in APPENDIX F of Report No. BF-D-1, Attendance Area Review 2016:02 – Collingwood Collegiate Institute, Nottawasaga Pines Secondary School, Stayner Collegiate Institute, dated March 1, 2017.

CARRIED

(2)

Moved by Peter Beacock
Seconded by Daniel Shilling

#BF-2017-03-01-29

That the Business and Facilities Standing Committee recommend that the Board approve that existing secondary students at the time of implementation be grandfathered, as set out in Report No. BF-D-1, Attendance Area Review 2016:02 – Collingwood Collegiate Institute, Nottawasaga Pines Secondary School, Stayner Collegiate Institute, dated March 1, 2017.

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.

This report was provided for information.

Correspondence – Nil

Other Matters

1. Trustee Armstrong inquired if facility services staff clean up left behind garbage at schools as a result of new construction/renovations. Superintendent Dance indicated that there are challenges with garbage left over the winter months due to snow coverage but if there is visible garbage, staff would either contact the contractor to clean it up or staff would remove the garbage.
2. Trustee Beacock circulated a commencement list and requested trustees to sign up for the commencement(s) they are available to attend.
3. Trustee Beacock stated that this was Acting Director Wallace's last meeting and thanked her for coming back to fill in until Stephen Blake arrives on March 20. Acting Director Wallace commented that education is her passion and it was a pleasure and delight to come back.
4. Trustee Lloyd mentioned that she attended a City of Orillia event last Thursday evening in recognition of crossing guards. The crossing guards talked about the students and spoke in a positive manner about their roles. Trustee Lloyd thanked the City of Orillia for hosting this event.
5. Trustee Chandler commented that she attended a public speaking contest as a judge. She indicated that it was a delightful experience and it was wonderful to hear all the speeches.
6. Trustee Chandler indicated that there was a lot of garbage around the schools and asked how the board handles spring clean-up. Superintendent Dance commented that each school takes on its own school yard after yards are dry. As far as parking lots and basins, a tender is put out to clean these areas. At times, emergency clean-up in basins is required during the winter.
7. Acting Director Wallace informed the committee that the board received a book entitled "Doing What's Best For Kids 1912-2012" from Fort McMurray thanking the board for the donations they received. Acting Director Wallace commented that she would leave the book in the trustee lounge for trustees to view before sending it to the schools that helped with donations.

Notices of Motion for Next Meeting - Nil

MOTION

Moved by Michele Locke
Seconded by Daniel Shilling

That the meeting be adjourned at 6:45 p.m.

RECOMMENDATIONS

1. That the Board approve the proposed attendance areas effective September 2018, as set out in APPENDIX F of Report No. BF-D-1, Attendance Area Review 2016:02 – Collingwood Collegiate Institute, Nottawasaga Pines Secondary School, Stayner Collegiate Institute, dated March 1, 2017.
2. That the Board approve that existing secondary students at the time of implementation be grandfathered, as set out in Report No. BF-D-1, Attendance Area Review 2016:02 – Collingwood Collegiate Institute, Nottawasaga Pines Secondary School, Stayner Collegiate Institute, dated March 1, 2017.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

John Dance
Superintendent of Facility Services

Approved for submission by:

Kathryn Wallace
Acting 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, MARCH 8, 2017**

The Human Resources Standing Committee met in Public Session on Wednesday, March 8, 2017, at the Education Centre.

PRESENT:

Committee Members Peter Beacock, Annie Chandler (Chairperson), Wayne Clements, Jodi Lloyd, Krista Mayne (Vice-Chairperson), Daniel Shilling.

Electronic Participation Donna DaSilva.

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

REGRETS:

Committee Members Donna Armstrong, Kathleen Aikins, Jennifer Cameron, Pamela Hodgson, Michele Locke.

Student Trustees Grace Leyshon, Zak Mattila, Matt Thorhauge.

Recording Secretary Kary Hancock.

Superintendent Kavanagh called the meeting to order at 6:00 p.m.

In the absence of the Chairperson, Superintendent Kavanagh asked if there were any volunteers to serve as the Chairperson of the Human Resources Standing Committee.

Trustee Chandler volunteered.

Moved by Jodi Lloyd
Seconded by Krista Mayne

That trustee Chandler be appointed as Chairperson of the Human Resources Standing Committee for the evening.

CARRIED

Trustee Chandler assumed the Chair at this time.

In the absence of the Vice-Chairperson, Chairperson Chandler asked if there were any volunteers to serve as the Vice-Chairperson of the Human Resources Standing Committee.

Trustee Mayne volunteered.

Moved by Peter Beacock
Seconded by Daniel Shilling

That trustee Mayne be appointed as Vice-Chairperson of the Human Resources Standing Committee for the evening.

CARRIED

Trustee Mayne assumed the Vice-Chair at this time.

1. **Approval of the Agenda**

MOTION

Moved by Peter Beacock
Seconded by Daniel Shilling

That the agenda be approved as printed.

CARRIED

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

3. **Presentations/Delegations** - Nil

Moved by Jodi Lloyd
Seconded by Wayne Clements

That the Human Resources Standing Committee move into closed session.

CARRIED

The Human Resources Standing Committee reconvened in public session at 6:35 p.m.

Items for Decision

1. **The Career Centre: Youth Job Connection (HR-D-1)**

Brian Jeffs, Superintendent of Business, shared that the Youth Job Connection and Youth Job Link programs were new initiatives launched in August 2015 to enhance employment services for youth. As such, five (5) career counsellors were hired on term contracts to support this initiative. The Ministry has changed the designation of this initiative to a program which makes these programs permanent. This report recommends to the Board, subject to funding, five (5) permanent career counsellor positions for the Career Centre to deliver the programs.

Superintendent Jeffs responded to questions from trustees at this time.

Moved by Jodi Lloyd
Seconded by Krista Mayne

(1)

#HR-2017-03-08-10

That the Human Resources Standing Committee recommend that the Board approve, subject to confirmation of funding, the five permanent career counsellor positions assigned to the Career Centre in order to ensure the Ministry of Advanced Education and Skills Development (MAESD) agreements and contracted deliverables are fulfilled, as set out in Report No. HR-D-1, The Career Centre: Youth Job Connection Staffing, dated March 8, 2017.

CARRIED

Items for Information

1. Principal and Vice-Principal Allocations (HR-I-1)

Chris Samis, Superintendent of Education, advised that each year at this time, senior staff meet to determine the allocation of administrators to our schools.

A number of factors including the FTE available in the proposed budget, school size, demographics and learner needs are factored into these decisions. The report provides the allocations in the current year and those which, pending budget approval, are recommended for the 2017-2018 school year.

Superintendent Samis responded to questions from trustees at this time.

This report was provided for information.

Correspondence - Nil

Other Matters – Nil

Notices of Motion for next meeting – Nil

MOTION

Moved by Jodi Lloyd
Seconded by Wayne Clements

That the meeting be adjourned at 6:40 p.m.

CARRIED

REPORT NO. D-4-b
MARCH 22, 2017 - 4

RECOMMENDATION

That the Board approve, subject to confirmation of funding, the five permanent career counsellor positions assigned to the Career Centre in order to ensure the Ministry of Advanced Education and Skills Development (MAESD) agreements and contracted deliverables are fulfilled, as set out in Report No. HR-D-1, The Career Centre: Youth Job Connection Staffing, dated March 8, 2017.

Approved for submission by:

Kathryn Wallace
Acting Director of Education

March 8, 2017

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, MARCH 8, 2017**

The Program Standing Committee met in Public Session at the Education Centre on Wednesday, March 8, 2017.

PRESENT:

Committee Members

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

Electronic Participation

Donna DaSilva.

REGRETS:

Committee Members

Kathleen Aikins, Donna Armstrong, Jennifer Cameron,
Pamela Hodgson Michele Locke.

Student Trustees

Grace Leyshon, Zak Mattila, Matt Thorhauge.

Administration

John Dance, Christine Evitt, Stuart Finlayson, Daryl Halliday,
Brian Jeffs, Jackie Kavanagh, Douglas Paul, Anita Simpson.

Staff

Denise Cole, Garrett Hilborn, Dean Maltby, Brian MacIsaac,
Deb Scharf, Glenn Stephenson.

Recording Secretary

Mary Cannell.

Chair Clements called the meeting to order at 6:50 p.m.

1. **Approval of Agenda**

Chair Clements asked trustees for approval of the agenda.

Moved by Peter Beacock
Seconded by Krista Mayne

That the agenda be approved as printed.

CARRIED

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

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

Items for Decision

1. **Regular School Calendar 2017-2018 (PRO-D-1)**

Superintendent of Education Douglas Paul indicated that the proposed calendar is reflective of consultation feedback from all stakeholder groups and is also compliant with all of the criteria outlined by the Ministry of Education.

Superintendent Paul responded to trustee queries related to Ministry of Education calendar guidelines, alignment with the calendar of the coterminous board, and the potential impact of inclement weather days.

Moved by Peter Beacock
Seconded by Jodi Lloyd

#PRO-2017-03-08-06

That the Program Standing Committee recommend that the Board approve the submission of the regular school year calendar for 2017-2018 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-1, Regular School Year Calendar 2017-2018, dated March 8, 2017.

CARRIED

2. Revisions to Policy No. 3130 – Equity and Inclusive Education (PRO-D-2)

Superintendent of Education Daryl Halliday invited Denise Cole and Glenn Stephenson, Equity and Inclusive Education Itinerant Resource Teachers, to the table. Superintendent Halliday indicated that this policy is being revised to include reference to the current Ministry of Education policy document, *Realizing the Promise of Diversity: Ontario's Equity and Inclusive Education Strategy 2009*.

Moved by Jodi Lloyd
Seconded by Annie Chandler

#PRO-2017-03-08-07

That the Program Standing Committee recommend that the Board approve revisions to Policy No. 3130 – Equity and Inclusive Education, as set out in APPENDIX C of Report No. PRO-D-2, Revisions to Policy No. 3130 – Equity and Inclusive Education, dated March 8, 2017.

CARRIED

Items for Information

1. Equity and Inclusive Education Annual Action Plan 2016-2017 (PRO-I-1)

Superintendent Halliday indicated that the annual action plan outlines strategies specific to Safe Schools, Character Education, and Student Leadership and identifies the resources and professional learning opportunities that are being provided this school year.

Teacher Cole provided an overview of several items from the Action Plan that include the Roots of Empathy program, Kindergarten Community Outreach, and Equity Key Point People (KPP) in every school.

Superintendent Halliday and Teachers Cole and Stephenson responded to trustee comments and queries related to the length of training for KPPs and the Holy Days and Holidays calendar. Further discussion took place related to the potential for acts of racism and the possible postponement of trips out of the country due to the current political landscape. Superintendent Halliday confirmed that staff are currently reviewing the recently released anti-racism plan for Ontario.

This report was provided for information.

2. School Climate Survey Results 2016-2017 (PRO-I-2)

Superintendent Halliday invited Deb Scharf, Manager of Research and Evaluation Services, and Garrett Hilborn, Research Analyst, to the table. Analyst Hilborn reviewed highlights from the School Climate Survey which gauges perceptions about bullying, school safety, equity and inclusive education, among others. This year's survey was administered to the elementary panel and included the participation of staff and parents/guardians for the first time.

Superintendent Halliday and Manager Scharf responded to trustee queries related to the different questions asked of students, staff and parents/guardians, how the survey was advertised, and the level of stress reported by students.

At the request of a trustee, it was agreed that links to the three versions of the survey would be sent to trustees for their information.

Further discussion took place related to perceptions of safety and the timing of the survey. John Dance, Superintendent of Facilities, responded to a query regarding the need for more trees on both existing school yards and on those school properties to be built in the future.

This report was provided for information.

3. Graduation Rates: 2015-2016 (PRO-I-3)

Anita Simpson, Superintendent of Program and Innovation, and Jackie Kavanagh, Superintendent of Education, invited Brian MacIsaac, Principal of Student Success, and Manager Scharf to the table. Manager Scharf provided an overview of the recent trends in graduation rates both provincially and in this board. The graduation rate for Simcoe County District School Board (SCDSB) students has steadily improved at every secondary school over the past several years, with 82% of students graduating within the past five years.

Superintendent Kavanagh and Principal MacIsaac reviewed several strategies from the Student Success Action Plan for increasing graduation rates such as credit rescue, Specialist High Skills Major (SHSM) program, Ontario Youth Apprenticeship Program (OYAP), and Dual Credits.

Superintendents Simpson and Kavanagh responded to trustee queries and comments related to the best practices of schools with higher graduation rates, the future re-distribution of elementary Student Success Teachers, and the advertising of credit rescue and recovery classes.

At the request of a trustee, Manager Scharf agreed to explore the correlation between the Education Quality and Assurance Office (EQAO) test scores of elementary schools and the graduation rates of the secondary site in each family of schools. Manager Scharf shared the difficulty in comparing graduation rates between and among school populations with different socio-economic backgrounds, size, and geographic locations in the board.

This report was provided for information.

4. French as a Second Language Early Leavers Report (PRO-I-4)

Superintendent Simpson invited Dean Maltby, Principal of Program, and Manager Scharf to the table. Manager Scharf reviewed findings from the survey that was administered to measure the reasons why students left the Extended French as a Second Language (EFSL)

or French Immersion (FI) program before completion.

Manager Scharf indicated that the reason students left were different for each program. The majority of FI respondents and almost half of EFSL respondents recommended that more supports should be provided to students.

Superintendent Simpson and Principal Maltby reviewed several strategies in place to further support FSL students including a new FI After School Literacy Support Program, collaborative inquiries for French teachers focusing on oral language development, and shared virtual learning for staff and students through a Google classroom.

Superintendent Simpson responded to trustee queries and comments related to the renewed focus on French oral language development, the challenges in finding French qualified teachers across the province, the FI application process, and the resources required for both programs.

Manager Scharf confirmed that students are now being surveyed to assess their confidence and competencies in speaking French.

This report was provided for information.

Other Matters - Nil

Notices of Motion for Next Meeting - Nil

Moved by Jodi Lloyd
Seconded by Peter Beacock

That the meeting be adjourned.

CARRIED

Meeting adjourned at 9:00 p.m.

RECOMMENDATIONS

1. That the Board approve the submission of the regular school year calendar for 2017-2018 to the Ministry of Education for approval, as set out in APPENDIX A of Report No. PRO-D-1, Regular School Year Calendar 2017-2018, dated March 8, 2017.
2. That the Board approve revisions to Policy No. 3130 – Equity and Inclusive Education, as set out in APPENDIX C of Report No. PRO-D-2, Revisions to Policy No. 3130 – Equity and Inclusive Education, dated March 8, 2017.

Respectfully submitted by:

Anita Simpson
Superintendent of Program and Innovation

Approved for submission by:

Kathryn Wallace
Acting Director of Education

March 22, 2017

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

FROM: Director of Education

SUBJECT: **TRUSTEE REPLACEMENT PROCESS**

1. Background

On March 15, 2017 an email was received from Trustee Pamela Hodgson requesting to resign from her position as trustee due to personal reasons. This was effective as of February 23, 2017.

The Education Act defines how boards are to deal with the resignation of members [Section 220(3)], and vacancies [Section 221(1-5)].

2. Current Status

- (a) The Board must first, by resolution, accept the resignation.
- (b) The Board must then determine how to fill the vacancy created by the resignation.

There are two basic options open to the Board:

- (a) the current elected members shall appoint a qualified person to fill the vacancy within 90 days after the office becomes vacant. This option requires the Board to advertise the vacancy through the local media and develop a strategy to select a replacement from among those who apply for the position; or,
- (b) require that an election be held in accordance with the Municipal Elections Act, 1996, at the expense of the board, within 90 days after the office becomes vacant.

In dealing with the replacement of trustees, the Simcoe County District School Board has traditionally chosen the appointment option. The time and costs involved in having an election were seen to be excessive and prohibitive. From start to finish, an election campaign would take up to 90 days at an estimated cost of \$60 000 - \$80 000. While regular municipal election costs are borne by the municipality, the by-election costs associated with filling a vacancy would be the responsibility of the school board.

The appointment approach could be dealt with in a timely fashion, at relatively minimal cost. Should the Board accept option (a), a replacement trustee would be determined by May 23 which would comply within the 90 days referenced within the report. A set of potential tasks and timelines associated with this approach is attached as APPENDIX A.

RECOMMENDATIONS

1. That the Board accept with regret and best wishes the notice of resignation from Pamela Hodgson, effective February 23, 2017, as set out in Report No. D-5-a, Trustee Replacement Process, dated March 22, 2017.
2. That the Board approve that the current elected members appoint a qualified person to fill the vacancy created by Trustee Hodgson, within 90 days after the office became vacant, as outlined in option (a) under Current Status as set out in Report No. D-5-a, Trustee Replacement Process, dated March 22, 2017.

Respectfully submitted by:

Kathryn Wallace
Acting Director of Education

March 22, 2017

TRUSTEE REPLACEMENT PROCESS

POTENTIAL TASKS AND TIMELINES

PHASE I

Board decision on replacement process
Ad and memo prepared
Ad sent to Wasaga Sun, Midland Mirror and Springwater News newspapers
Media release on SCDSB website and notice on websites of schools within the electoral area
Ad on SCDSB Facebook page
Memo distributed to Town of Wasaga Beach, Penetanguishene and Tiny Townships and School Council Chairs

PHASE II

Deadline for applications (12 noon, Thursday, April 13, 2017)
Letters of acknowledgement sent to all qualified applicants (Executive Assistant – Board)
Special Board Meeting held for presentations and selection (date to be determined)

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

FROM: Superintendent of Business Services

SUBJECT: **NEW POLICY NO. 2270 – SIGNING AUTHORITIES**

1. Background

During the course of the school board's operations, documents and agreements require signatures in order to implement decisions of the Board. This can include, but is not limited to, legal documents, agreements, contracts and cheques.

2. Current Status

A new policy has been created that defines the positions in the board that can act as signing authorities.

The proposed new Policy No. 2270 – Signing Authorities is attached as APPENDIX A.

RECOMMENDATION

That the Board approve the adoption of Policy No. 2270 – Signing Authorities, as set out in APPENDIX A of Report No. D-5-b, New Policy No. 2270 – Signing Authorities, dated March 22, 2017.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

Approved for submission by:

Kathryn Wallace
Acting Director of Education

March 22, 2017

BUSINESS ADMINISTRATION 2100**SIGNING AUTHORITIES 2270**

1. Rationale

The Simcoe County District School Board (SCDSB) recognizes that in the course of the school board's operations, documents and agreements will require signatures in order to implement decisions of the Board.

2. Policy

It is the policy of the SCDSB to have in place signing authorities of the Board, in order to conduct the regular business of the board.

3. Definition

A **Signing Authority** is an employee or elected official of the SCDSB who has the authority to sign legal documents, cheques and agreements.

4. Guidelines

4.1 Where a document requires the signature of an elected official the signing authority shall be the Chairperson or Vice-chairperson in the Chairperson's absence.

4.2 For matters that bind the board, the following positions are signing authorities of the Board:
Director of Education
Associate Director of Education
Superintendent of Business Services
Superintendent of Facility Services
Superintendent of Human Resources
Secretary of the Board
Treasurer of the Board

4.3 For school bank accounts, the following shall be first signature signing authorities:
Director of Education
Superintendent of Business Services
Principal/Vice-principal
Principal/Vice-principal Con-Ed

The second signature signing authorities shall be:
Controller
School Council Chair
Vice-principal
Senior Administrative Assistant

BUSINESS ADMINISTRATION 2100

SIGNING AUTHORITIES 2270

5. Administrative Procedures

The Director of Education is authorized to provide the administrative procedures necessary to implement this policy.

ADOPTED MARCH 22, 2017

APM A2510

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 FEBRUARY 13, 2017**

The regular meeting of the Special Education Advisory Committee was held on Monday, February 13, 2017 at the Education Centre.

A. Roll Call

PRESENT:

SEAC Members

Donna Armstrong (Trustee), Peter Beacock (Trustee), Kevin Berry (Chairperson), Mark Bryan, Donna Da Silva (Trustee), Jill Foley, Sheryl Eastop, Rose-Ann Marchitto, Dan Stroh, Sandy Thurston, Tanya van Voorst (Vice-Chairperson).

SEAC Alternates

Svetlana Zaruvimski (Acting Member).

Staff

Curt Davidson, Dawn Franks, Stephen McClelland, Christine Misener, Chris Samis.

REGRETS:

SEAC Members

Sara Jamieson, Sally Seabrook.

SEAC Alternates

James Hall (Acting Member).

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 and staff, shared regrets for the evening and advised that Kelly Barber has resigned as member representing the Simcoe Muskoka Child, Youth and Family Services.

Chris Samis, Superintendent of Education, noted that deciding whether to cancel a SEAC meeting when there is current or impending inclement weather is made after considering the weather during the day and/or projected during the evening throughout the entire county. Decisions whether to cancel evening meetings (i.e. including SEAC) are not based solely on transportation decisions made at 5:30 a.m. that morning as weather can change dramatically during the day. Decisions are made by SCDSB staff after consultation with the Chair of SEAC.

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

Mark Bryan, SEAC 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 January 16, 2017 (A-3-a)

Moved by Tanya van Voorst
Seconded by Jill Foley

That the minutes be approved as written.

CARRIED

B. Presentations

- (1) (a) Well-Being and Creating Mentally Healthy Schools (B-1-a)**

Dawn Franks, Manager of Social Work Services, provided an overview of the mental health and well-being professional development offered to school staff.

Trustee Armstrong entered the meeting at this time.

Administrators and social workers collaboratively facilitated a professional development session for secondary school staff related to mental health and well-being during the November 18, 2016 professional activity day. Elementary school staff are scheduled to receive the professional development on March 3, 2017.

Mental health and well-being have been identified as board priorities. To date, 75% of SCDSB schools have developed a leading mentally healthy school teams with the goal to support positive mental health through teaching strategies and through positive classroom and school environments.

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

C. Items for Decision - Nil

D. Items for Information

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

(2) Staff Reports

(a) Special Education Budget and the Role of SEAC (D-2-a)

Superintendent Samis provided a brief overview of the budget process, funding sources and proposed timelines. The proposed date for Business Services to attend SEAC for preliminary budget discussions is March 6, 2017 and April 19, 2017 has been set aside for the Joint SEAC/Business and Facilities Meeting to review the budget.

SEAC members play a critical consultative role in identifying and developing intentional strategic opportunities/goals/strategies throughout the budgeting process in order to meet the needs of students with special education needs. Staffing costs account for approximately 98% of the special education budget.

SEAC members were asked to consult their respective associations/agencies as to system priorities in order to provide input at the March 6, 2017 meeting.

(b) Special Education Annual Action Plan 2016-2017 (D-2-b)

Stephen McClelland, Principal of Special Education, provided an overview of the Special Education Annual Action Plan 2016-2017 which reflects a number of system-wide initiatives focusing on improving supports, services and outcomes for students with special education needs and their families through a culture of equity, academic achievement and well-being.

The focus of the Special Education Annual Action Plan 2016-2017 reflects four key areas including:

- Fostering Independence;
- Individual Education Plans (IEP) as an instructional tool to ensure success;
- Community partnerships; and,
- Ensuring successful transitions (i.e. into, through, and exiting from).

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

A summary of outcomes from the 2015-2016 Special Education Annual Action plan will be reviewed at the March 6, 2017 SEAC meeting so that members can reflect on successes and areas of needs.

(c) Special Education Congregated Class Changes (D-2-c)

Superintendent Samis provided an overview of Special Education Congregated Class changes for 2017-2018.

The SCDSB offers a wide variety of programs and services to support students with special education needs throughout the county for all exceptionalities. As part of that range of services and supports, the SCDSB currently offers congregated class placements for students that require that level of support.

In September 2017, the board will be adding a secondary Autism Spectrum Disorder (ASD) program at Bear Creek Secondary School (Barrie) as well as a Developmental Skills (DS) program at Ernest Cumberland Elementary School (Alliston) in order to maximize effectiveness and opportunity.

(d) Bayview Transition Program Open House (D-2-d)

Principal McClelland advised that the Bayview Transition Program is hosting an Open House on Thursday, March 9, 2017 from 3:00 – 4:00 for SCDSB staff and 4:00 – 6:00 for potential student and their families. Community agencies are welcome to attend.

The Bayview Transition program was developed to support students with the transition from school to community.

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

(3) Committee Reports - Nil

(4) SEAC Member Updates

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

1. Sandy Thurston, SEAC member, advised that the Children's Treatment Network (CTN) is hosting a Privacy and Information Sharing Workshop on March 6th from 9:00 am – 4:00 pm at the Cardinal Golf Club in Newmarket, ON. The flyer will be forwarded to SEAC Members.

(5) Board Member Updates

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

Trustee Beacock advised SEAC members of the following:

1. Steve Blake was appointed as the new Director of Education and will join the SCDSB on March 20, 2017.
2. Attendance area review for Alliston area should be complete within the next month or two.
3. Attendance area review was approved for Stayner Collegiate Institute (SCI), Nottawasaga Pines Secondary School and Collingwood Collegiate Institute to align elementary school feeder boundaries with SCIs attendance area.
4. The SCDSBs Strategic plan and 2017-2018 Budget will be passed in June 2017.

E. Correspondence

1. A letter from the Bluewater District School Board's SEAC to the SEAC Chair for Limestone District School Board, supporting their letter of concern to the Minister of Education regarding the reduction in special education funding due to the new funding allocation model for the Differentiated Special Education Needs Amount (formerly High Needs Amount).
2. A letter from the Nipissing-Parry Sound Catholic District School Board SEAC to the Minister of Education supporting concerns identified by the Toronto Catholic District School Board's SEAC regarding overall reductions in special education funding formula. In particular the Differentiated Special Education Needs Amount (replaced High Needs Amount).

F. Other Matters

G. Notices of Motion for Next Meeting - Nil

H. Adjournment

Moved by Donna Da Silva
Seconded by Peter Beacock

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

CARRIED

The next meeting date is March 6, 2017.

Report Status

This report is provided for information.

Respectfully submitted by:

Chris Samis
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Acting Director of Education

March 22, 2017

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

FROM: Parent Involvement Committee

SUBJECT: **REPORT OF THE PARENT INVOLVEMENT COMMITTEE
MEETING HELD NOVEMBER 15, 2016**

A meeting of the Parent Involvement Committee was held on Tuesday, November 15, 2016 at the Education Centre.

PRESENT:

Committee Members: (Voting)
Jason Barr, Lynda Burton, Melanie Darlington, Ruth Howorth, Corryn Mounstephen, David O'Brien, Dawn Tufford, Nancy Young.

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

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

REGRETS: Shannon Daggett, Rachel Draper, Pamela Hodgson, Deane Piercey.

The Parent Involvement Committee did not achieve quorum; however, the committee continued with the presentations and meeting.

1. Welcome and Introduction

Chair David O'Brien called the meeting to order at 6:00 p.m. and welcomed PIC members, as well as any guests from school councils.

3. Guest Speakers

- a) Superintendent Paul welcomed Dr. Deborah Scharf, Manager of Research and Evaluation Services along with her team members, Leah Nicholson and Garrett Hilborn. He gave a brief overview of what the Research Department does at the board level.

Research and Evaluation staff presented a draft of the parent version of the Elementary School Climate Survey. All PIC members present reviewed the draft for content and clarity. PIC members made suggestions for wording, content and areas to reduce redundancies. They also made suggestions related to the ages of the students they were describing in the survey. Research and Evaluation will implement the suggestions made by the PIC.

Chair O'Brien thanked Dr. Scharf and her team for their informative presentation.

- b) Superintendent Paul introduced Michael Giffen, Principal of Special Education (Areas 1, 4 & 5) and Danielle Mink, Mental Health Leader, Co-chairs of the SCDSB Mental Health Committee.

Principal Giffen thanked the committee for the opportunity to share the Mental Health Committee's strategy for creating mentally healthy schools.

The work of the Mental Health Committee is to ask what administrators and support staff can do to help students experience an increased feeling of wellness. Promoting well-being is about fostering learning environments that encompass all four of the domains of well-being: 1) physical; 2) cognitive; 3) emotional; and 4) social.

Educators and staff who are motivated and enthusiastic about their work are an essential part of promoting well-being and achievement so it's recognized that staff and student well-being are equally important.

Mental Health Leader, Danielle Mink, reported on the first PA day to be held November 18, 2016 which will focus on well-being, teaching practices around well-being and include experiential exercises. This will consist of "Mindfulness for Educators" which will benefit teachers not only in the classroom but will expand out into their personal lives as well. Additionally, they will learn "Mindfulness for Students" which will help promote readiness for learning, self regulation and how to focus before tests or stressful events.

Chair O'Brien thanked Principal Giffen and Ms. Mink for their educational presentation and asked committee members if they had any questions.

Vice-chair Mounstephen reported that they were provided with a "Well-being Engagement Kit" at the People for Education Conference and indicated that the Ministry had asked Parent Involvement Committees to host a well-being event. She then asked if Principal Giffen and Ms. Mink would co-moderate if PIC hosted an event.

Superintendent Paul mentioned that the Mental Health Committee was looking for an interested PIC member to sit on the committee. Vice-chair Mounstephen volunteered.

Other PIC members entered throughout the presentations.

The committee achieved quorum at this time.

Chair O'Brien welcomed Nancy Young as the new member replacing Cindy Gizuk. He also announced that Nancy Thompson recently resigned and Superintendent Paul and Charmaine Chartier would review applications to fill the vacancy.

2. Approval of Agenda

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

Moved by Lynda Burton
Seconded by Ruth Howorth

That the agenda be accepted as printed.

CARRIED

4. **Approval of October 18, 2016 Minutes**

Chair O'Brien asked for approval of the minutes.

Moved by Melanie Darlington
Seconded by Corryn Mounstephen

That the minutes of the October 18, 2016 minutes be accepted as printed.

CARRIED

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

Chair O'Brien asked for the latest updates from committee members and explained this agenda item to newcomer, Nancy Young.

Chair O'Brien brought up the topic of School Council Chair emails and added that Alison LaMantia, Manager of Communications, had gathered data around who is using the emails, how often, etc. The list will be sent out to committee members so that they can use it as a discussion item and a way to connect with principals and School Council Chairs. It was reiterated that principals can reset passwords for School Council Chairs.

Chair O'Brien asked Superintendent Paul if he could send an email out to principals about connecting with Student Council Chairs and password resets. He also thanked Manager LaMantia for the valuable information.

6. **October 18th Connections Event Debrief**

Chair O'Brien asked for input from committee members as to their impressions of the October 18th "Connections Event".

General consensus from committee members was that their School Council representatives enjoyed the "Connections Event" and felt that it was well-organized and informative.

Alison LaMantia, Manager of Communications, provided committee members with a brief overview of the "Connections Event" survey results which bore out that the event was well received. 71 people attended which is almost double from last year.

Committee members discussed some of the survey results and made suggestions for next year such as: break-out sessions to discuss recruitment, fundraising, how to help school councils work with their principals, and share what works at your school.

Chair O'Brien suggested that committee members could analyze the survey data to help improve next year's event. He then thanked everyone who helped organize the event.

7. **PRO-Grant 2016-17 – Circle of Learning Outreach Grant – Numbered Memo**

Chair O'Brien reviewed the numbered memo and application forms that were approved at Admin Council and reported that three applications had already been received.

Superintendent Paul provided an overview of the applications from Hyde Park Public School, Rama Central Public School and Collingwood Collegiate Institute.

It was decided by mutual consensus that Superintendent Paul and Charmaine Chartier would make the decision as to which applications were approved and these would be shared with the committee.

Vice-chair Mounstephen recommended that a list of the school activity dates be shared with the committee members so that they could attend. It was also suggested that committee members invite their School Council Chair to attend another school's activity with them.

8. Updates from Staff

a) PIC Social Media account set-up – Alison LaMantia, Manager of Communications

Chair O'Brien asked Manager LaMantia to give a brief overview of the process required to possibly set up a PIC social media account.

Manager LaMantia stated that after speaking to other school boards, the suggestion would be for committee members to continue to use their personal Twitter as a blended account; meaning that as someone interested in parent engagement and member of the SCDSB Parent Involvement Committee, it makes sense to share and connect with groups and individuals.

She stated that activity would be subject to the SCDSB code of conduct. If a concern were raised about a member sharing something on social media, or through any other forum, that violates the code of conduct, it would be reviewed and, if necessary, appropriate action would be determined and taken.

The suggestion was made to create a method of categorizing/grouping tweets. There was discussion about using a hashtag: #SCDSBPIC with tweets about PIC.

9. People for Education Conference Report – David O'Brien

Chair O'Brien informed committee members that there was a report included in their files and he reviewed the highlights of the People for Education Conference that took place on November 12, 2016.

Vice-chair Mounstephen advised PIC members that, as mentioned earlier, there was a break-out session on well-being. The Student Advisory Committee created a graphic and all Parent Involvement Committees were asked to bring this back to their board and organize an event to provide feedback for the Ministry.

Chair O'Brien asked committee members to read through the report and contact them with feedback.

10. Additional Updates/Future Agenda Suggestions

Chair O'Brien spoke briefly about the listed future agenda suggestions advising committee members that this was just a suggested outline of presenters and dates. He requested member feedback.

a) February Meeting Date

Chair O'Brien conveyed to committee members that Superintendent Paul and Charmaine Chartier are unable to meet the third Tuesday in February as they are scheduled to attend another meeting the same evening.

It was decided that due to the complexity of rescheduling the February meeting, it would remain on February 14, 2017.

At this time Trustee Donna DaSilva, announced that this would be her last meeting as she explained that the Board of Trustees was shuffling portfolio assignments.

On behalf of the committee, both Chair O'Brien and Vice-chair Mounstephen thanked Trustee DaSilva her for her work and contributions to the committee. Superintendent Paul echoed their sentiments.

b) Art & Music Presentation – Jamila Monahan – January

Committee member Melanie Darlington requested that the Art and Music Presentation to be made by Jamila Monahan be changed to February as she will be absent for the January meeting and would like to be present for it.

Superintendent Paul stated that he would contact both Corry Van Nispen, Business Services Controller and Dean Maltby, Principal of Program K-12 to ask them to present at the January meeting.

All other future agenda items would be determined on a month to month basis.

11. Adjournment

Moved by Ruth Howorth
Seconded by Lynda Burton

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

The next meeting will be held on Tuesday, January 17, 2017, 6:00 p.m. in the Georgian Room at the Education Centre.

12. Report Status

This report is provided for information.

Respectfully submitted by:

Douglas Paul
Superintendent of Education

Approved for submission by:

Kathryn Wallace
Acting Director of Education