

SIMCOE COUNTY DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING – WEDNESDAY, JUNE 21, 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 (ROY EDWARDS ROOM). PUBLIC SESSION will resume AT 7:00 P.M.

- A.**
- (1) Roll Call
 - (2) Approval of Agenda
 - (3) Approval of Minutes
 - (a) Minutes of the Regular Meeting of the Board held May 24, 2017
 - (4) Declaration of Conflicts of Interest

CLOSED SESSION

- B.** Committee of the Whole
- (1) Property Matters
 - (2) Personnel Matters

PUBLIC SESSION

- C.**
- (1) Report from Student Trustees
 - (2) Presentations
Out-going Student Trustees (Grace Leyshon, Matt Thorhauge)
 - (3) Trustee Tribute (Trevor Henson)
 - (4) National Aboriginal Day Presentation – Trustee Daniel Shilling
 - (5) 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 June 7, 2017
- (5) Staff Reports – Items for Decision
 - (a) Appointment of Student Trustee Mentor
 - (b) Amendment to Motion Regarding Treasurer Designation

(6) Committee Minutes/Reports - Items for Information

- (a) Report of the Audit Committee Meeting held
June 5, 2017
- (b) Report of the Accessibility Advisory Committee Meeting held
March 27, 2017
- (c) Report of the Special Education Advisory Committee Meeting held
June 5, 2017
- (d) Report of the Human Resources Standing Committee Meeting held
June 14, 2017
- (e) Report of the Program Standing Committee Meeting held
June 14, 2017

(7) Staff Reports - Items for Information

- (a) Health and Safety Award

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

Regular Meeting of the Board – August 30, 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

G. ADJOURNMENT

**SIMCOE COUNTY DISTRICT SCHOOL BOARD
PUBLIC SESSION
RECOMMENDED ACTION – WEDNESDAY, JUNE 21, 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 May 24, 2017		√	That the Minutes of the Regular Meeting of the Board held Wednesday, May 24, 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			Presentations to Out-going Student Trustees
C-3 Trustee Tribute			Trevor Henson
C-4 National Aboriginal Day Presentation			Trustee Daniel Shilling
C-5 Delegations			Nil
D-1		√	Report from the Closed Session of the Board in Committee of the Whole
D-4-a Business & Facilities – June 7, 2017		√	(1) That the Board approve that an attendance area review be undertaken, commencing in the Fall of 2017, that includes Chris Hadfield Public School, Fieldcrest Elementary School, Fred C. Cook Public School and W.H. Day Elementary School, as set out in Report No. BF-D-1, Bradford Elementary Attendance Area Review 2017-2018, dated June 7, 2017. (2) That the Board approve that Policy No. 2230, General Purchasing remain status quo, as set out in APPENDIX A of Report No. BF-D-2, Review of Policy No. 2230 – General Purchasing, dated June 7, 2017.
D-5-a Appointment of Student Trustee Mentor		√	That the Board appoint Trustee _____ to serve as the student trustee mentor from August 1, 2017 to July 31, 2018, as set out in Report No. D-5-a, Appointment of Student Trustee Mentor, dated June 21, 2017.

SIMCOE COUNTY DISTRICT SCHOOL BOARD
 RECOMMENDED ACTION - 2
 JUNE 21, 2017

D-5-b Amendment to Motion Regarding Treasurer Designation		√	That the Board amend Motion #BP-2017-02-08-02 approved at the February 8, 2017 Board Meeting to the following, <i>That the Board approve the appointment of Stephen Blake as the Director of Education and Secretary of the Simcoe County District School Board, effective March 20, 2017, in accordance with the terms of the contract between Stephen Blake and the Simcoe County District School Board and affirm that Brian Jeffs, Superintendent of Business Services, remain as Treasurer of the Simcoe County District School Board as set out in Report No. D-5-b, Amendment to Motion Regarding Treasurer Designation, dated June 21, 2017.</i>
D-6-a Audit Committee June 5, 2017	√		
D-6-b AAC March 27, 2017	√		
D-6-c SEAC June 5, 2017	√		
D-6-d Human Resources June 14, 2017	√		
D-6-e Program Committee June 14, 2017	√		
D-7-a Health and Safety Award	√		
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			
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 MAY 24, 2017**

The regular meeting of the Simcoe County District School Board was held on Wednesday, May 24, 2017 at the Education Centre.

A. (1) Roll Call

PRESENT:

Trustees

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

REGRETS

Trustees

PRESENT:

Student Trustees

Grace Leyshon, Matt Thorhauge.

Recording Secretary

Debbie Foster.

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

(2) Approval of Agenda

MOTION

Moved by Kathleen Aikins
Seconded by Michele Locke

That the Agenda be approved as printed.

CARRIED

(3) Approval of Minutes

Minutes of the Regular Meeting of the Board held April 26, 2017 (A-3-a)

Moved by Kathleen Aikins
Seconded by Krista Mayne

That the Minutes of the Regular Meeting of the Board held Wednesday, April 26, 2017 be approved as printed.

CARRIED

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

Moved by Krista Mayne
Seconded by Robert North

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

CARRIED

Minutes of the Special Meeting of the Board held May 10, 2017 (A-3-c)

Moved by Donna Da Silva
Seconded by Krista Mayne

That the Minutes of the Special Meeting of the Board held Wednesday, May 10, 2017 be approved as printed.

CARRIED

(4) Declaration of Conflicts of Interest

Vice-chairperson Lloyd declared a conflict of interest with regards to Report No. D-5-a, Larsen Trust Transfer, as she is a board member on the Community Foundation of Orillia and Area. As such, she will refrain from voting on this report.

B. Committee of the Whole

Moved by Michele Locke
Seconded by Daniel Shilling

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

CARRIED

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

C. (1) Report from the Student Trustees

The Student Trustees shared information regarding the Exploring Leadership program which was discussed at Student Senate. The Student Trustees also shared that Orillia Secondary School student Fouz UI-Mubeen has been named to the 2017-2018 Minister's Student Advisory Council.

(2) Trustee Tributes

Chair Beacock presented a trustee tribute to George Allen, a member of the Elmvale community and former teacher at Elmvale District High School (EDHS). Since his retirement, Mr. Allen has continued to support EDHS and Huronia Centennial E.S., participating in Accommodation Review Committee B and a variety of other initiatives including EDHS Day, musical events and activities, school participation in the Elmvale Fall Fair and the community fundraising group supporting the EDHS facility partnership.

(3) Delegations – Nil

D. RECOMMENDATIONS FOR ACTION

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

Report from the Closed Session of the Board in Committee of the Whole from May 24, 2017.

(1)
Moved by Kathleen Aikins
Seconded by Jodi Lloyd

#BP-2017-05-24-43

That the Board approve the school administrator appointments as set out in Report No. CL-HR-D-1 School Administrator Appointments dated May 10, 2017.

CARRIED

(2)
Moved by Robert North
Seconded by Michele Locke

#BP-2017-05-24-44

That the Board approve the appointment of Hanne Nielsen as Supervisory Officer - Superintendent of Education/Partnerships/Lifelong Learning, effective August 21, 2017, according to the terms of a personal services contract between Hanne Nielsen and the Board, as set out in Report No. CL-B-2-a, Appointment of Supervisory Officer – Superintendent of Education/Partnerships/Lifelong Learning, dated May 24, 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 May 3, 2017 (D-4-a)

(1)
Moved by Krista Mayne
Seconded by Donna Da Silva

#BF-2017-05-24-45

That the Board approve the name Boyne River Public School as the name for the new school to be established effective September 1, 2017, as set out in Report No. BF-D-1, Naming of the New East Alliston Public School, dated May 3, 2017.

CARRIED

(2)
Moved by Daniel Shilling
Seconded by Krista Mayne

#BF-2017-05-24-46

That the Board approve that Policy No. 2120, Legal Services remain status quo, as set out in APPENDIX A of Report No. BF-D-2, Review of Policy No. 2120 – Legal Services, dated May 3, 2017.

CARRIED

(3)
Moved by Michele Locke
Seconded by Donna Da Silva

#BF-2017-05-24-47

That the Board approve that Policy No. 2196, Records and Information Management remain status quo, as set out in APPENDIX A of Report No. BF-D-3, Review of Policy No. 2196 – Records and Information Management, dated May 3, 2017.

CARRIED

(4)
Moved by Krista Mayne
Seconded by Daniel Shilling

#BF-2017-05-24-48

That the Board approve that Policy No. 2197, Management of Personal Information remain status quo, as set out in APPENDIX A of Report No. BF-D-4, Review of Policy No. 2197 – Management of Personal Information, dated May 3, 2017.

CARRIED

(5)
Moved by Michele Locke
Seconded by Kathleen Aikins

#BF-2017-05-24-49

That the Board approve that Policy No. 3116, Integrated Accessibility Standards remain status quo, as set out in APPENDIX A of Report No. BF-D-5, Review of Policy No. 3116 – Integrated Accessibility Standards, dated May 3, 2017.

CARRIED

(6)
Moved by Donna Da Silva
Seconded by Donna Armstrong

#BF-2017-05-24-50

That the Board approve that Policy No. 2220, Special Grants to Organizations be rescinded, as set out in Report No. BF-D-6, Review of Policy No. 2220 – Special Grants to Organizations, dated May 3, 2017.

CARRIED

(7)
Moved by Daniel Shilling
Seconded by Jodi Lloyd

#BF-2017-05-24-51

That the Board approve the revisions to Policy No. 2317 – School Attendance Areas as set out in APPENDIX C of Report No. BF-D-1, Revisions to Policy No. 2317 – School Attendance Areas, dated May 3, 2017.

CARRIED

Report of the Human Resources Standing Committee Meeting held
May 10, 2017 (D-4-b)

Moved by Robert North
Seconded by Kathleen Aikins

#HR-2017-05-24-52

That the Board approve the revisions to Policy No. 3145 – Attendance Support/Disability Management Program, as set out in APPENDIX C of Report No. HR-D-1, Review of Policy No. 3145 – Attendance Support/Disability Management Program, dated May 10, 2017.

CARRIED

Report of the Program Standing Committee Meeting held
May 10, 2017 (D-4-c)

Doug Paul, Superintendent of Education, spoke to the report and responded to questions from trustees.

(1)
Moved by Krista Mayne
Seconded by Donna Armstrong

#PRO-2017-05-24-53

That the Board approve revisions to Policy No. 4311, Parent Involvement Committee, as set out in APPENDIX C of Report No. PRO-D-1, Revisions to Policy No. 4311 – Parent Involvement Committee, dated May 10, 2017.

CARRIED

Director Blake spoke to the report and responded to questions from trustees. Director Blake explained that all four pillars of the strategic plan are priorities.

(2)
Moved by Michele Locke
Seconded by Donna Armstrong

#PRO-2017-05-24-54

That the Board approve that the strategic priorities be adopted as outlined in Report No. PRO-D-2, Strategic Priorities 2017 – 2022, dated May 10, 2017.

CARRIED

Report of the Special Business and Facilities Standing Committee Meeting held
May 17, 2017 (D-4-d)

Brian Jeffs, Superintendent of Business Services, spoke to the report and responded to questions from trustees. Superintendent Jeffs agreed to bring a report providing data on employee absences to the Regular Board meeting in June.

The trustees thanked Superintendent Jeffs and board staff for their hard work on the budget.

Moved by Michele Locke
Seconded by Jennifer Cameron

#BF-2017-05-24-55

That the Board approve the 2017-2018 Proposed Budget, as set out in APPENDIX A of Report No. BF-D-1, 2017-2018 Proposed Budget, dated May 17, 2017.

CARRIED

(5) Staff Reports – Items for Decision

Larsen Trust Transfer (D-5-a)

Superintendent Jeffs spoke to the report.

Moved by Wayne Clements
Seconded by Donna Da Silva

#BP-2017-05-24-56

That the Board approve the transfer of the trust funds titled The Fred Larsen Writer's Award, The Pat Larsen Memorial Award, and The James Larsen Memorial Bursary Award to the Community Foundation of Orillia and Area (CFOA) to be administered under the same criteria as the current trust agreements, as set out in Report No. D-5-a, Larsen Trust Transfer, dated May 24, 2017.

CARRIED

Appointment to the Ontario Public School Boards' Association (OPSBA)
Alternate Director (D-5-b)

(1)
Moved by Jennifer Cameron
Seconded by Kathleen Aikins

#BP-2017-05-24-57

That the Board accept Trustee Da Silva's resignation from the position of alternate director on the OPSBA Board of Directors for the 2017-2018 school year due to her unavailability to attend the OPSBA Annual General Meeting held in June 2017.

CARRIED

(2)
Moved by Kathleen Aikins
Seconded by Donna Armstrong

Vice-chairperson Lloyd assumed the role of Chairperson during the nomination process.

That Trustee Peter Beacock be nominated for the position of alternate director on the OPSBA Board of Directors for the 2017-2018 school year.

Trustee Beacock indicated that he would stand.

Chairperson Lloyd called for further nominations.

There being no further nominations, Trustee Beacock was acclaimed as alternate director on the OPSBA Board of Directors for the 2017-2018 school year.

#BP-2017-05-24-58

That the Board appoint Trustee Beacock to serve as an alternate director on the OPSBA Board of Directors, as set out in Report No. D-5-b, Appointment to the Ontario Public School Boards' Association (OPSBA) Alternate Director for the 2017-2018 School Year, dated May 24, 2017.

CARRIED

Trustee Beacock reassumed the role of Chairperson immediately following the nominations.

(6) Committee Minutes/Reports – Items for Information

Report of the Parent Involvement Committee Meeting held
April 18, 2017 (D-6-a)

Vice-chairperson Lloyd asked if the presentation made at the recent PIC meeting could be made at the upcoming Program meeting.

Superintendent Paul stated that he would be happy to organize that for the next Program meeting.

This report was provided as information.

Report of the Special Education Advisory Committee Meeting held
May 8, 2017 (D-6-b)

This report was provided as information.

Report of the Joint Business and Facilities/SEAC Meeting held
May 3, 2017 (D-6-c)

This report was provided as information.

Report of the Accessibility Advisory Committee Meeting held
January 30, 2017 (D-6-d)

Superintendent Jeffs and Chair Beacock spoke to the report and responded to trustee questions.

This report was provided as information.

(7) Staff Reports – Items for Information

SCDSB Celebrates Mental Health and Well-Being (D-7-a)

Chris Samis, Superintendent of Education, invited Danielle Mink, Mental Health Leader, to the Board table to speak to the report and video. Danielle stated that administrators, staff, well-being teams and students were given the opportunity to come together to think about, plan and action well-being practices that can be seen and felt in their schools. Danielle went on to explain that this has increased awareness about positive mental health as well as the supports available within our schools. In recognition of these efforts and accomplishments, a video was created to showcase and celebrate well-being at SCDSB.

Trustee Mayne thanked Superintendent Samis and his staff for the meaningful video.

This report was provided as information.

E. OTHER MATTERS

- (1) Reports from Liaison Members - Nil
- (2) Notices of Motion for next meeting - Nil
- (3) Questions and Proposals from Trustees

Vice-chairperson Lloyd congratulated Orillia Secondary School staff and students for winning three gold and one silver at a recent music competition.

Chair Beacock commented on the many events that have taken place over the past few weeks including the Character Recognition evening, the Trades Expo at the Elmvale Arena which was attended by many of our elementary and secondary students. Chair Beacock commented on the terrific job Sarah Kekewich does as the board's OYAP coordinator. Chair Beacock informed the trustees that he, along with Director Blake and Superintendent Dance, attended a Ministry meeting regarding small and rural schools. He stated that valuable information was provided to the Ministry. Chair Beacock indicated that he would forward information and a link to the trustees.

Trustee Armstrong shared with the table that 16 Grade 11 and 12 students from the Enviroventure program at Nantyr Shores were recently invited to attend the Canadian Network for Environmental Education and Communication conference at Acadia University in Nova Scotia. This was the only class in Canada to be recognized at the conference. Trustee Armstrong commented that this was a wonderful opportunity for our students.

- (4) Professional Development Seminars Attendance – Nil

(5) Reports/Update from Staff

Director Blake stated that he is very pleased to announce that Superintendent John Dance has been appointed as the new Associate Director for the SCDSB. John brings a wealth of knowledge and experience to the role and is extremely well-respected both within our board and beyond our borders. Director Blake commented that he is delighted to have John join him in leading our staff.

Chair Beacock commented that he is very pleased that John Dance has been appointed as Associate Director. Chair Beacock stated that John is very dedicated and loyal and he looks forward to working with him in his new role.

(6) Correspondence – Nil

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

Regular Meeting of the Board – August 30, 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 Donna Da Silva
Seconded by Krista Mayne

That the meeting be adjourned at 8:30 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, JUNE 7, 2017**

The Business and Facilities Standing Committee met in Public Session on Wednesday, June 7, 2017, at the Education Centre.

PRESENT:

Committee Members

Kathleen Aikins (Vice-Chairperson), Donna Armstrong, Peter Beacock, Wayne Clements, Donna Da Silva, Jodi Lloyd, Michele Locke, Robert North (Chairperson), Daniel Shilling.

Administration

Steve Blake, John Dance, Christine Evitt, Stuart Finlayson, Daryl Halliday, Brian Jeffs, Jackie Kavanagh, Paula Murphy, Doug Paul, Chris Samis.

Staff

Andrew Keuken.

Recording Secretary

Lorraine Ryder.

REGRETS:

Committee Members

Jennifer Cameron, Krista Mayne.

ABSENT:

Student Trustees

Grace Leyshon, Matt Thorhauge.

In the absence of Chairperson Mayne, Vice-Chairperson North fulfilled the role of Chairperson of the Business and Facilities Standing Committee for the evening.

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

Election of Vice-Chairperson

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

Moved by Jodi Lloyd
Seconded by Michele Locke

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

Trustee Aikins indicated that she would stand.

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

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

CARRIED

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

Approval of the Agenda

MOTION

Moved by Peter Beacock
Seconded by Daniel Shilling

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest - Nil

MOTION

Moved by Michele Locke
Seconded by Peter Beacock

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

CARRIED

The Business and Facilities Standing Committee reconvened in public session at 6:30 p.m.

Presentations/Delegations - Nil

Items for Decision

1. **Bradford Elementary Attendance Area Review 2017-2018 (BF-D-1)**

John Dance, Associate Director, provided an overview of the report that addressed the significant accommodation pressures that will continue to be present at the schools in the Bradford area beyond 2017-2018. Board staff need to ensure that plans are in place to effectively accommodate students while approvals, design, construction and implementation of a new school in the Bradford area is completed. The attendance area review will accommodate students in the short and medium term.

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

(1)

Moved by Jodi Lloyd
Seconded by Daniel Shilling

#BF-2017-06-07-41

That the Business and Facilities Standing Committee recommend that the Board approve that an attendance area review be undertaken, commencing in the Fall of 2017, that includes Chris Hadfield Public School, Fieldcrest Elementary School, Fred C. Cook Public School and W.H. Day Elementary School, as set out in Report No. BF-D-1, Bradford Elementary Attendance Area Review 2017-2018, dated June 7, 2017.

CARRIED

2. Review of Policy No. 2230 – General Purchasing (BF-D-2)

Brian Jeffs, Superintendent of Business Services indicated that upon review of Policy No. 2230 it was determined that no changes were required to the policy.

(2)

Moved by Michele Locke
Seconded by Donna Da Silva

#BF-2017-06-07-42

That the Business and Facilities Standing Committee recommend that the Board approve that Policy No. 2230, General Purchasing remain status quo, as set out in APPENDIX A of Report No. BF-D-2, Review of Policy No. 2230 – General Purchasing, dated June 7, 2017.

CARRIED

Items for Information

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

Superintendent Jeffs provided an overview of the report that summarized the awarded contracts within approved budget. Superintendent Jeffs elaborated on the work to be done on some of the projects.

This report was provided for information.

2. Holding Schools and Areas (BF-I-2)

Associate Director Dance outlined the report that detailed the necessity of holding schools and holding areas. Accommodation pressures in high growth areas require the use of holding schools and areas. Holding schools and areas are typically brought forward through the annual capital plan process, however, will sometimes need to be established outside of this process.

This report was provided for information.

3. Certified Ontario EcoSchools (BF-I-3)

Associate Director Dance summarized the report that provided information on the Ontario EcoSchools program. Forty-four (44) Simcoe County District School Board (SCDSB) schools submitted their applications to become certified Ontario EcoSchools, making this year, the highest number of SCDSB schools to participate in the program.

This report was provided for information.

4. 2016-2017 Secondary School Average Class Size (BF-I-4)

Associate Director Dance provided an overview of the report that detailed the 2016-2017 secondary school average class size. Boards are required to provide the Ministry of Education with a report at the end of each school year specifying class size in its secondary schools.

Associate Director Dance responded to questions from trustees at this time.

This report was provided for information.

Correspondence – Nil

Other Matters

1. Trustee Aikins requested an update on the new South Barrie secondary school. Associate Director Dance indicated that staff have worked through some issues with engineers and hope to go to tender in the near future. The engineering issues had to do with the level of the water table but it is believed that this has been rectified.
2. Trustee Lloyd acknowledged that after many years, this was the last Business and Facilities Standing Committee meeting that Associate Director Dance would have direct involvement. Trustee Lloyd thanked Associate Director Dance, on behalf of the Board, for all of the exception work he has done with the Board and wished him all the best in Human Resource Services.

Notices of Motion for Next Meeting - Nil

MOTION

Moved by Michele Locke
Seconded by Daniel Shilling

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

CARRIED

RECOMMENDATIONS

1. That the Board approve that an attendance area review be undertaken, commencing in the Fall of 2017, that includes Chris Hadfield Public School, Fieldcrest Elementary School, Fred C. Cook Public School and W.H. Day Elementary School, as set out in Report No. BF-D-1, Bradford Elementary Attendance Area Review 2017-2018, dated June 7, 2017.
2. That the Board approve that Policy 2230, General Purchasing remain status quo, as set out in APPENDIX A of Report No. BF-D-2, Review of Policy 2230 – General Purchasing, dated June 7, 2017.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

John Dance
Associate Director

Approved for submission by:

Steve Blake
Director of Education

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

FROM: Director of Education

SUBJECT: **APPOINTMENT OF STUDENT TRUSTEE MENTOR**

1. **Background**

At the August 24, 2016 Board meeting, Trustee Locke was appointed as the Student Trustee mentor until July 31, 2017.

2. **Current Status**

The Board is required to appoint a trustee to serve as the student trustee mentor from August 1, 2017 to July 31, 2018.

RECOMMENDATION

That the Board appoint Trustee _____ to serve as the student trustee mentor from August 1, 2017 to July 31, 2018, as set out in Report No. D-5-a, Appointment of Student Trustee Mentor, dated June 21, 2017.

Approved for submission by:

Steve Blake
Director of Education

June 21, 2017

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

FROM: Director of Education

SUBJECT: **AMENDMENT TO MOTION REGARDING TREASURER DESIGNATION**

Background

On February 8, 2017, at the Regular Meeting of the Board, the Report from the February 1, 2017 Closed Session of the Board in Committee of the Whole, recommended that the Board approve the appointment of Stephen Blake as the Director of Education and Secretary/Treasurer of the Simcoe County District School Board, effective March 20, 2017, in accordance with the terms of the contract between Stephen Blake and the Simcoe County District School Board. This motion (#BP-2017-02-08-02) was approved by the Board of Trustees as Board Report #CL-B-1-a.

RECOMMENDATION

That the Board amend Motion #BP-2017-02-08-02 approved at the February 8, 2017 Board Meeting to the following, *That the Board approve the appointment of Stephen Blake as the Director of Education and Secretary of the Simcoe County District School Board, effective March 20, 2017, in accordance with the terms of the contract between Stephen Blake and the Simcoe County District School Board and affirm that Brian Jeffs, Superintendent of Business Services, remain as Treasurer of the Simcoe County District School Board as set out in Report No. D-5-b, Amendment to Motion Regarding Treasurer Designation, dated June 21, 2017.*

Approved for submission by:

Steve Blake
Director of Education

June 21, 2017

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

FROM: Audit Committee

SUBJECT: **REPORT OF THE PUBLIC SESSION OF THE AUDIT COMMITTEE
MEETING HELD MONDAY, JUNE 5, 2017**

The Audit Committee met in Public Session on Monday, June 5, 2017, at the Education Centre.

PRESENT:

Committee Members Kathleen Aikins (Chairperson), Jay Anstey (Vice-Chairperson),
Donna Armstrong, Chris Edwards, Daniel Shilling.

Administration Brian Jeffs.

Staff Mark Connors, Jeff Henderson, Corry Van Nispen.

Recording Secretary Lorraine Ryder.

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

Approval of the Agenda

MOTION

Moved by Kathleen Aikins
Seconded by Jay Anstey

That the agenda be approved as printed.

CARRIED

Declaration of Conflicts of Interest – Nil

Election of Chairperson

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

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

Moved by Daniel Shilling
Seconded by Chris Edwards

That Trustee Kathleen Aikins be nominated for election as Chairperson of the Audit Committee.

Trustee Aikins indicated that she would stand.

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

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

CARRIED

Trustee Aikins assumed the Chair at this time.

Election of Vice-Chairperson

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

Moved by Chris Edwards
Seconded by Donna Armstrong

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

External Member Anstey indicated that he would stand.

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

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

CARRIED

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

Closed Session – Nil

Presentation/Delegations – Nil

Items for Decision - Nil

Items for Information

1. External Audit – 2016-2017 Financial Statements (AUD-I-1)

Superintendent Jeffs introduced Andrea Nauss, Manager, and Kerri Graham, Partner, from BDO Canada LLP. Ms. Graham provided an overview of the audit plan for the audit of the consolidated financial statements of the Simcoe County District School Board for the year ending August 31, 2017.

Ms. Graham and Controller Van Nispen responded to questions from committee members at this time.

This report was provided for information.

2. Internal Audit Update (AUD-I-2)

Mark Connors, Regional Internal Audit Manager, explained the purpose of the regional audit team. Jeff Henderson, Senior Auditor, provided a summary of the work undertaken by the Regional Internal Audit Team (RIAT) since February 6, 2017 that included the status of the 2016-2017 internal audit plan and the plan for the 2017-2018 internal audit.

Senior Auditor Henderson and Manager Connors provided a brief presentation on the Deloitte Data Visualization – Attendance Support audit.

Superintendent Jeffs informed the committee of the changes in the board's senior administrative team effective September 2017. The new 5-year Strategic Plan will be shared electronically with the committee when the minutes of the meeting are distributed to the audit committee members.

Trustee Armstrong left the meeting at this time.

Superintendent Jeffs, Manager Connors, and Senior Auditor Henderson responded to questions from committee members at this time.

This report was provided for information.

3. 2017-2018 Meeting Dates (VERBAL)

Superintendent Jeffs informed the committee that the 2017-2018 audit committee meeting dates are as follows: October 30, February 5, and June 4. A minimum of three meetings per year are required. Additional meetings can be scheduled as deemed necessary.

Correspondence – Nil

Other Matters - Nil

Notices of Motion for Next Meeting – Nil

MOTION

Moved by Daniel Shilling
Seconded by Chris Edwards

That the meeting be adjourned at 7:10 p.m.

CARRIED

Report Status

This report is provided for information.

Respectfully submitted by:
Brian Jeffs, Superintendent of Business Services

Approved for submission by:
Steve Blake, Director of Education

June 21, 2017

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 MARCH 27, 2017**

A meeting of the Accessibility Advisory Committee (AAC) was held on Monday, March 27, 2017 at the Education Centre.

PRESENT:

AAC Members: Delmar MacLean, Doug Mein (fulfilled the role of Chairperson),
Caroline Quanbury.

Staff: Peter Beacock, Curt Davidson, Abigail DesForges, Brian Jeffs,
Sean Levasseur, Kimberley Pickett, Erin Schwarz,
Melanie Slade-Morrison.

REGRETS:

AAC Members: Barbara Moody, Sarah Mueller, Margaretta Papp-Belayneh.

Staff: Kevin LePage.

Recording Secretary: Kylee Zoller.

In the absence of Chairperson Sarah Mueller, Vice-Chairperson Doug Mein fulfilled the role of Chairperson for this meeting. The meeting was called to order at 10:32 a.m.

1. **Welcome and Opening Remarks**

Welcome and opening remarks by Chairperson Doug Mein took place. Chairperson Mein noted that Sarah Mueller would be unavailable for the planned May 1, 2017 school audits, and has provided a draft checklist to be reviewed by the group and used to complete the audits in her absence (to be discussed further under item number 4).

2. **Minutes of the Accessibility Advisory Committee held January 30, 2017**

Chairperson Mein noted that he had provided additional information on the Jack.org section of the minutes. No amendments were required.

Moved by Peter Beacock
Seconded by Delmar MacLean

That the minutes of the Accessibility Advisory Committee held January 30, 2017 be approved as printed.

CARRIED

3. Multi-Year Accessibility Plan

Chairperson Mein noted that the existing plan would be expiring in December of 2017. Communications had presented a new accessible format at the November meeting for the plan moving forward.

Chairperson Mein suggested the following points for consideration in future plans:

- mental health initiatives;
- fostering student initiatives;
- student representatives (both on audits and at committee meetings).

Erin Schwarz, Corporate Risk Officer, noted that a student had joined the audit in Bradford, and that it added value to that audit process. Students were typically invited (at the principal's discretion) and would continue to be invited by the committee in the future. Caroline Quanbury noted that as a parent, she felt that involvement in the committee would be worth releasing students from class.

Chairperson Mein referenced the Board's new Director, Steve Blake, and wondered if he would be available to attend a future meeting. Brian Jeffs, Superintendent of Business Services, noted that the Accessibility Advisory Committee meeting times conflicted with Administrative Council meetings, and made scheduling difficult; however, the May lunch meeting may work. Trustee Peter Beacock noted that the new Director had committed to attending one meeting of each committee.

Chairperson Mein noted that the regular attendance by Trustee Beacock was appreciated, as was the participation of all AAC members. Chairperson Mein further noted that Delmar MacLean was currently using his own vacation days from CNIB in order to attend committee meetings and audits.

Superintendent Jeffs suggested that a sub-group of staff members begin a first draft document to be presented to the committee for review and revision. Chairperson Mein noted that he would like to see one community member as a part of the sub-group. The initial draft Plan would be reviewed and further discussed at the May 2017 meeting, with the intention of the sub-group having a full draft Plan prepared to be reviewed by the committee in the Fall of 2017.

MOTION

Moved by Brian Jeffs
Seconded by Peter Beacock

That a sub-group of the Accessibility Advisory Committee draft a Multi-Year Accessibility Plan for the period of January 2018 to December 2022 and bring it back to the Accessibility Advisory Committee table for review and editing.

CARRIED

4. Review of School Audit Schedule and Procedure

Chairperson Mein stated that past practice had been for Steve Parker, former Design and Construction Manager, to take the lead on tracking projects identified and completed, as well as identify prime locations for audit in the coming year. Sarah Mueller and Chairperson Mein have had discussions on how to approach audits moving forward. They are proposing that Simcoe County District School Board (SCDSB) consider doing one audit date per month (consisting of two schools), and possibly doing audits over the summer period. One person from Design and Construction, and one person from administration should be included. Chairperson Mein asked the group for comment.

Caroline Quanbury noted that previous comments from former Manager Parker were very helpful to audit the schools and make a list of projects to be completed, but that budgetary limitations were a factor affecting how much of the work could be addressed by the board in a year.

Kim Pickett, Design and Construction Manager, noted that July and August are not good months for Design and Construction staff, as they have many projects underway while schools are closed, and lack resources required to be involved in audits at that time. Sean Levasseur, Safety and Accessibility Officer of the Simcoe County Student Transportation Consortium (SCSTC) and Curt Davidson, Principal of Special Education both noted that summer projects in schools would limit access required to complete audits.

Trustee Beacock noted that the volume of issues identified if the committee were to audit monthly would be too heavy to reasonably address. It has been more effective historically to schedule audits based on where projects are already scheduled, so that accessibility issues can be resolved cost effectively with existing work.

Chairperson Mein noted that Sarah Mueller would not be able to participate in the May audits. Accordingly, Sarah Mueller had put together a template checklist to be used as a tool to guide committee members in completing audits. Chairperson Mein was suggesting that the templates be used to conduct the May 2017 audits, and then review results and discuss at the May 2017 AAC meeting. Delmar MacLean noted that the checklists were very thorough, and the committee agreed. Chairperson Mein referenced the Audit Training Manual created in 2014 by a former AAC member and suggested that it be used as a reference in conjunction with the checklists to complete a thorough review.

Melanie Slade-Morrison, Communications Manager, questioned whether some of the language ("close enough," etc) was subjective, and whether the committee could use more concise language. Chairperson Mein agreed while noting that the County of Simcoe was now referring to such audits as "Facility Reviews" due to the subjective nature of the process.

In further discussion of then Ontario Building Code (OBC), Chairperson Mein noted that in his capacity as Chair of the County of Simcoe's Accessibility Advisory Committee, he was aware of a letter that had been written recently to the OBC administrators to request that building standards reflect the fact that children are also affected by OBC building standards. Unfortunately, no action was taken. Chairperson Mein further indicated that common sense must be used when approaching school accessibility audits when it comes to the use of facilities by young people, some disabled, who are not fully grown adults. Delmar MacLean noted that every disability was unique, and that it was difficult to make everything accessible for everyone. The committee needs to review and use its best judgement to achieve accessibility for the largest group possible.

SCSTC Safety and Accessibility Officer Levasseur mentioned that there had been past issues where recommendations had been made but building code requirements had overruled the advice, and he wondered how the committee could avoid this in future. Manager Pickett noted that Design and Construction was mandated to build in accordance with the OBC, and projects would not pass inspections if AAC modifications do not meet code. She added that retrofit projects counter to code would also fail to pass inspection. The board may only make modifications where there was not a specific code requirement. SCSTC Safety and Accessibility Officer Levasseur suggested that the committee document best practices for items that are not in existing building code, to be added to the template audit forms. Manager Pickett noted that there are other considerations (i.e., operations access for cleaning, etc.) that also must be taken into consideration.

Caroline Quanbury questioned whether there was someone with the ability to cross-reference audit results against the OBC to begin to develop best practices for future construction. Audits should be reviewed to identify which items are prescribed by the Code and cannot be adjusted, and which items can be adjusted. SCSTC Safety and Accessibility Officer Levasseur suggested that we need to develop best practices for future builds/projects.

Superintendent Jeffs agreed with the comments of the committee, but suggested that the challenge would lay in reviewing audits, and made a suggestion that the board find a way to convert audit results into a database to identify common issues. Cloud based software was being used by Health and Safety to complete their inspections. Superintendent Jeffs would discuss with the software developer to see if there would be room for future development in this regard. This may assist in identifying best practices for the future to be reviewed at the May meeting. SCSTC Safety and Accessibility Officer Levasseur noted that he had been involved in the development of a tool in the past for transportation-related matters and found this to be helpful in developing compliance.

MOTION

Moved by Delmar MacLean
Seconded by Caroline Quanbury

That Manager Pickett consult with the required parties and bring back a proposal for audits moving forward at the May 2017 meeting. Further, that Sarah Mueller's checklist be used on a trial basis to complete the May 1 audits, with both the audits and the checklist process experience to be reviewed at the May 2017 AAC meeting.

CARRIED

5. Portable Wheelchair Ramp – Accessibility at Bear Creek Secondary School

Manager Pickett presented the committee with an open work order that had been in the system for some time, regarding the addition of a wheelchair ramp to one of the portables at Bear Creek. John Dance, Superintendent of Facility Services, had requested that the work order be brought to the Accessibility Advisory Committee for review. Three years ago, during the winter, there was a fire alarm at Bear Creek and there was no accessible indoor location to move a student in a wheelchair until the building was cleared for re-entry. Other students were able to get to a warm place to wait, but the student in the wheelchair could not reach those areas. The school followed up by entering a work order, requesting that a ramp be constructed at one of the portables, to allow the portable to become an accessible place in case of emergency. Manager Pickett expressed concern that the portables may not be a safe place in case of fire or explosion, due to the proximity to the school, and was looking for feedback from the committee on whether or not this was a valid concern. Trustee Beacock noted that the schools should all have a fire plan, and that the students should not be close to the school. Corporate Risk Officer Schwarz noted that the school had an evacuation plan, and that plan indicated portables as their primary evacuation place, WC Little Elementary School at 11 Bear Creek Dr. Barrie, and Holly Community Centre at 171 Mapleton Avenue, Barrie, were their back-up locations. Trustee Beacock noted that for safety reasons the students should head towards the street, versus further back into the property. The primary evacuation point was not equitable for all students and staff at the school. Next steps for resolution were for Manager Pickett to review the plan with Health and Safety to determine whether the portables were a reasonable evacuation point.

6. Jack.org Update

Chairperson Mein noted that the Jack.org chapter at Banting Memorial High School (BMHS) was formed as of January 2017. Funding for the program was provided through fundraising in the local community. Orientation training had been completed, and as a result of training that was provided, students had drafted a purpose statement and action plan to improve mental health. Chairperson Mein also noted that a group of 250 BMHS students had taken the “safeTALK” workshop, which was a 3-4 hour suicide prevention training program provided by LivingWorks Education. Funding for the workshop was provided by the Government of Canada. The noted difference between safeTALK and Jack.org was that Jack.org focuses on the promotion of mental health and wellness overall, they are not a service provider. Mandy Masters, Community Fundraiser would present at the May 2017 AAC meeting to provide update on program specifics. Chairperson Mein also proposed that one or both of the Mental Health leads at BMHS be present to provide an update.

Manager Slade-Morrison noted that a lot of work was being done within the board, and that existing board initiatives need to be taken into consideration before expanding the project. Superintendent Jeffs noted that there had been a related conversation that included himself, Chris Samis, Superintendent of Education, Danielle Mink, Mental Health Lead, as well as Mandy Masters. They had discussed potential issues with the expansion of the Jack.org program including scalability and cost effectiveness.

7. Other Business/Member Updates

Manager Slade-Morrison in conjunction with the Literacy itinerant resource teachers recently presented an internal Professional Writing Workshop, to which they received an overwhelming response. One of the key focuses of the workshop was considering readability and accessibility, and tools on how to improve “understandability.” The group was working towards offering future workshops to make communications by staff more accessible.

Chairperson Mein noted that every year the Accessibility Directorate of Ontario (ADO) sponsors meetings/forums regarding accessible life. This year the ADO would be sponsoring community accessibility forums, in May and June. Chairperson Mein looked into the focus of this year’s forums to see if they would be relevant for the committee, but found that they were primarily orientated toward municipal matters as distinct from items related to education.

Delmar MacLean noted that due to recent branding changes at CNIB (now called Vision Loss Rehabilitation Canada), his contact information would need to be updated. His new information was noted and the committee contact list was updated.

Trustee Beacock noted that Trustee Pamela Hodgson had recently resigned. The Board would be appointing a replacement to her position, with an update to be provided at the May meeting.

MOTION TO ADJOURN

Moved by Peter Beacock
Seconded by Brian Jeffs

That the meeting be adjourned at 12:02 p.m.

CARRIED

NEXT MEETING

The next meeting will be held at the Simcoe County District School Board in Midhurst, on Monday, May 29, 2017 in the Roy Edwards Room at 10:00 a.m.

Future meeting dates:

May 1, 2017 – School Audits, Chris Hadfield Public School, Tecumseth South Central Public School

Report Status

This report is provided as information.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

Approved for submission by:

Steve Blake
Director of Education

June 21, 2017

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 MAY 8, 2017**

The regular meeting of the Special Education Advisory Committee was held on Monday, May 8, 2017 at the Education Centre.

A. Roll Call

PRESENT:

SEAC Members

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

SEAC Alternates

James Hall (Acting Member), Svetlana Zaruvimski.

Staff

Dr. Bill Colvin, Curt Davidson, Connie Gray, Dawn Franks, Stephen McClelland, Chris Samis, Shannon Thompson.

REGRETS:

SEAC Members

Devin Fraser, Sally Seabrook.

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 guests and shared regrets for the evening.

Chairperson Berry introduced Trustee Robert North, the new representative replacing Trustee Peter Beacock on SEAC.

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

Tanya van Voorst, Vice-chairperson, read the Statement of Beliefs.

(2) Approval of Agenda

Moved by Tanya van Voorst
Seconded by Mark Bryan

That the agenda be approved as written.

CARRIED

(3) Approval of Minutes

- (a) Minutes of the Regular SEAC Meeting held April 10, 2017 (A-3-a)

Moved by Tanya van Voorst
Seconded by Jill Foley

That the minutes be approved as written.

CARRIED

- (b) Minutes of the Joint SEAC/Business and Facilities Standing Committee Budget Meeting held May 3, 2017 (A-3-b)

Moved by Rose-Ann Marchitto
Seconded by Jill Foley

That the minutes be approved as written.

CARRIED

B. Presentations

- (1) (a) SEA – Targeted Assessments (B-1-a)**

Chris Samis, Superintendent of Education, introduced Dr. Bill Colvin, Senior Psychologist, who provided a brief overview on the special equipment amount (SEA) targeted assessments pilot.

The special education department piloted providing specialized psychological assessments related to the provision of SEA equipment for students who:

1. have completed a trial of assistive device(s);
2. have benefitted considerably from the assistive device(s);
3. have not had a Speech and Language and/or Psychological Assessment previously; and,
4. do not require an identification as a student with an exceptionality.

SEA targeted assessments focus on evaluating the psychological processes underlying learning. A referral is submitted if a functional impairment is determined, and it is believed there will be considerable benefit for the use of assistive devices. The assessments will determine if specialized equipment or assistive device(s) is/are essential to access the curriculum. If deemed essential, an assessment report is provided to support the SEA claim.

SEA targeted assessments do not require a formal diagnosis and as such, allows for tailoring of the assessment procedures to best support the needs of the students.

Superintendent Samis and Dr. Colvin responded to questions from SEAC at this time.

C. Items for Decision

(1) (a) SEAC Meeting Dates (C-1-a)

Superintendent Samis provided SEAC members with the proposed SEAC meeting schedule for 2017-2018.

MOTION

Moved by James Hall
Seconded by Donna Armstrong

That SEAC adopt the second Monday of the month (with some exceptions) for SEAC meetings in 2017-2018, as per Report No. SEAC C-1-a, Proposed 2017-2018 SEAC Meeting Dates, dated May 8, 2017.

CARRIED

Superintendent Samis responded to questions from SEAC at this time.

D. Items for Information

(1) Follow-up from Previous Meeting - Nil

(2) Staff Reports

(a) Understanding Your Child's IEP Workshop Feedback (D-2-a)

Stephen McClelland, Principal of Special Education, provided an overview of feedback from the Understanding Your Child's Individual Education Plan (IEP) Workshops.

Feedback from each sessions was very positive. Parents expressed appreciation for time spent clarifying various aspects of the IEP. Staff noted three (3) common themes from each workshop, which included:

- confusion around what a diagnosis from a psycho-educational assessment tells parents;
- struggles to understand how the IEP and psycho-educational assessment are linked; and,
- lack of understanding with how important parent involvement is.

Things to consider for next year:

- offer at various times (day and evening);
- possibly offering daycare options;
- regular classroom teachers helping with the workshops; and,
- have follow up meetings to ensure parents understand as there is a lot of information.

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

(b) SEAC Annual Evaluation (D-2-b)

SEAC members were provided the opportunity to break into small groups to complete the annual SEAC evaluation and reflect on what they would like to see stopped, started and continued in 2017-2018.

Feedback included:

Stop – Nil

Start:

- more in depth discussions;
- more opportunity for table discussion;
- data about challenges students/school face;
- more student/parent involvement in SEAC;
- share Golden buzzer moments for students with special education needs;
- have some meetings offsite (Agency or County Class);
- promoting the role of SEAC and the support it provides;
- host an information night where each agency could outline what supports and services they provide; and,
- encourage regular classroom teachers to attend information nights.

Continue:

- presentation from other members;
- IEP workshops;
- small group discussions;
- more attention to parents in the school presentation; and,
- SEAC PRO Grant applications.

Superintendent Samis responded to questions from SEAC at this time.

(c) 2017-2018 Special Education Plan (D-2-c)

SEAC members received copies of the Special Education Plan that included recommended changes from the 2017-2018 Special Education Plan Sub-Committee held April 10, 2017. The 2017-2018 Special Education Plan will be going forward to the Program Standing Committee on June 14, 2017 and submitted to the Ministry of Education prior to July 31, 2017.

Superintendent Samis responded to questions from SEAC at this time.

(d) SEAC Supplemental Budget Consultation – Local Priorities Funding for Special Education (D-2-d)

Superintendent Samis advised that recent central negotiations between various unionized education sector groups and the Ministry of Education, resulted in the creation of a Local Priorities Fund (LPF) to address a range of priorities, including additional staffing to support students with special education needs. The LPF of \$2,861,682 is in addition to the 2017-2018 and 2018-2019 special education budget to hire staff within the specific employee groups.

Due to time constraints, SEAC members were asked to consult their respective agency/associations and report to the June 5, 2017 SEAC meeting with recommendations for the allocations of the additional LPF.

Superintendent Samis will forward the breakdown of funding from the various bargaining units to SEAC members.

Superintendent Samis responded to questions from SEAC at this time.

(3) Committee Reports - Nil

(4) SEAC Member Updates

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

Kevin Berry, Chairperson advised that Autism Ontario – Simcoe Chapter will be running a soccer and flag football program for students with ASD. More information can be located on the [Autism Ontario – Simcoe Chapter](#) website.

(5) Board Member Updates

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

Trustee Donna Armstrong noted that the 2017-2018 budget will be passed at the May 24, 2017 Board meeting.

E. Correspondence - Nil

F. Other Matters

1. Principal McClelland invited SEAC members to attend the Georgian Bay District Secondary School Music Man performance the weekend of May 12, 2017. The lead is a student with special education needs.
2. Shannon Thompson, Central Consultant for Special Education, advised that Children's Treatment Network (CTN) was hosting a Parent's Guide to IPRCs and IEPs on May 31, 2017 from 6:30 – 8:30 p.m. at the Common Roof in Barrie.

G. Notices of Motion for Next Meeting - Nil

H. Adjournment

Moved by Donna Da Silva
Seconded by Rose-Ann Marchitto

That the meeting be adjourned at 8:55 p.m.

CARRIED

The next meeting date is June 5, 2017.

Report Status

This report is provided for information.

Respectfully submitted by:

Chris Samis
Superintendent of Education

Approved for submission by:

Steve Blake
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, JUNE 14, 2017**

The Human Resources Standing Committee met in Public Session on Wednesday, June 14, 2017, at the Education Centre.

PRESENT:

Committee Members

Kathleen Aikins (Vice-Chairperson), Donna Armstrong (Chairperson), Peter Beacock, Jennifer Cameron, Wayne Clements, Donna Da Silva, Jodi Lloyd, Michele Locke, Robert North.

Administration

Steve Blake, John Dance, Stuart Finlayson, Daryl Halliday, Brian Jeffs, Jackie Kavanagh, Paula Murphy, Douglas Paul, Chris Samis.

REGRETS:

Committee Members

Krista Mayne.

Student Trustees

Grace Leyshon, Matt Thorhauge.

ABSENT:

Committee Members

Daniel Shilling.

Recording Secretary

Kary Hancock.

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

1. **Approval of the Agenda**

MOTION

Moved by Peter Beacock
Seconded by Michele Locke

That the agenda be approved as printed.

CARRIED

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

3. **Presentations/Delegations** - Nil

Moved by Michele Locke
Seconded by Peter Beacock

That the Human Resources Standing Committee move into closed session.

CARRIED

The Human Resources Standing Committee reconvened in public session at 6:55 p.m.

Superintendents entered the meeting at this time.

Items for Decision - Nil

Items for Information

1. **New Teacher Induction Program (NTIP) 2016-2017 (HR-I-1)**

Stuart Finlayson, Superintendent of Education, provided an overview of the report and the supports provided to new teachers to Simcoe County District School Board through the New Teaching Induction Program (NTIP).

New teachers receive an orientation at the board and school level, mentoring and professional development and training. They also participate in the NTIP Teacher Performance Appraisal process.

In 2016-2017, 91 new contract teachers in the elementary panel were hired. Their FTE range from 0.1 FTE to 1.0 FTE. We also hired 94 elementary teachers and 27 secondary teachers into their first long term occasional assignment of 97+ consecutive days.

Superintendent Finlayson responded to questions from trustees at this time.

This report was provided for information.

2. **Absenteeism – Review of Trends (Verbal)**

John Dance, Associate Director, advised that staff absenteeism and the funding of it is a significant area of budget pressure where there has been a noted increase over the past several years along with special education and transportation. The unique aspect of this pressure is that absenteeism is completely unfunded. Changes in collective agreements and the elimination of the provision of gratuity benefits made centrally through either the province or the central bargaining table have had a profound impact on the costs of absenteeism to all boards, but very significantly to Simcoe Country District School Board (SCDSB). There is also an incremental cost of replacing occasional and temporary staff with other paid staff.

The communications and wellness survey is an opportunity for baseline data and this will be sent out to the system before the end of the school year.

Human Resource Services (HRS) is continuing to explore the impact of absenteeism on the SCDSB. Working with our employee group partners the board is striving to share information and establish a culture of understanding and expectation. Key to this effort is to ensure that follow up with staff whenever there is a concern.

The development of the Health and Wellness role of HRS and the institution of a Well-Being Principal are significant additions to the work of the department with our employees.

A series of reports with additional data will be brought forward to trustees starting in September 2017.

Associate Director Dance 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 Kathleen Aikins
Seconded by Michele Locke

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

CARRIED

Report Status

This report was provided for information.

Respectfully submitted by:

John Dance
Associate Director

Approved for submission by:

Steve Blake
Director of Education

June 21, 2014

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, JUNE 14, 2017**

The Program Standing Committee met in Public Session at the Education Centre on Wednesday, June 14, 2017.

PRESENT:

Committee Members

Kathleen Aikins (fulfilling the role of Vice-chairperson for the evening), Donna Armstrong, Peter Beacock, Jennifer Cameron, Wayne Clements (Chairperson), Donna DaSilva, Jodi Lloyd, Michele Locke, Robert North.

Student Trustees

Grace Leyshon.

REGRETS:

Committee Members

Krista Mayne.

Student Trustees

Matt Thorhauge.

ABSENT:

Committee Members

Daniel Shilling.

Administration

Steve Blake, John Dance, Stuart Finlayson, Daryl Halliday, Brian Jeffs, Jackie Kavanagh, Paula Murphy, Douglas Paul, Chris Samis.

Staff

Tina Delaire, Glenda Galliford, Pam Jeffrey, Brian MacIsaac, Janice McLeod.

Recording Secretary

Mary Cannell.

Chair Clements called the meeting to order at 7:35 p.m.

1. Election of Vice-Chairperson

In the absence of Vice-chairperson Krista Mayne, Chairperson Wayne Clements called for nominations for the office of Vice-chairperson of the Program Standing Committee for the evening.

Moved by Jodi Lloyd
Seconded by Michele Locke

That Trustee Kathleen Aikins be nominated as Vice-chairperson of the Program Standing Committee for the evening.

Trustee Kathleen Aikins indicated that she would stand.

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

Trustee Kathleen Aikins assumed the Vice-chair at this time.

2. Approval of Agenda

Chair Clements asked trustees for approval of the agenda.

Moved by Donna DaSilva
Seconded by Peter Beacock

That the agenda be approved as printed.

CARRIED

3. Declaration of Conflicts of Interest – Nil.

4. Presentations/Delegations – Nil.

Items for Decision – Nil.

Items for Information

1. 100th Anniversary of Vimy Ridge - Student Report (VERBAL)

Superintendent of Education Jackie Kavanagh welcomed students and staff from Stayner Collegiate Institute (SCI): student Ally McLeod, Student Trustee Grace Leyshon, Librarian Pam Jeffrey, and Student Success Teacher Janice McLeod. The group shared a presentation of photos depicting the SCI April 2017 trip to Europe to celebrate the 100th anniversary of the battle of Vimy Ridge.

The students responded to trustee queries and comments related to their personal experiences on the trip, community sponsorships, and the various reasons that motivated students to attend.

This report was provided for information.

Student Trustee Grace Leyshon left the meeting at this time.

2. Supporting Parent Engagement Through the Transition Years (VERBAL)

Superintendent Kavanagh welcomed Glenda Galliford, Guidance Itinerant Resource Teacher (IRT), and Brian Maclsaac, Principal of Student Success, to the table. IRT Galliford provided an overview of the presentation shared with the Parent Involvement Committee (PIC) on how to best support parent engagement as students transition from elementary to secondary school.

IRT Galliford indicated that her presentation to parents includes strategies on acting as coaches for students, the brain development of teenagers during the transition period, and how to utilize current pathway development tools such as the Individual Pathway Plan and Creating Pathways to Success.

IRT Galliford responded to a trustee question related to pathway supports in individual schools.

This report was provided for information.

3. School Effectiveness Framework (SEF) 2016-2017 (PRO-I-1)

Superintendent of Education Chris Samis invited Tina Delaire, School Effectiveness Lead, to the table. Principal Delaire described the current SEF support model that aligns with the priorities of the Ontario Renewed Math Strategy (ORMS), targeting schools with the most need with intentional numeracy support.

Principal Delaire spoke of the evidence of impact in measuring the success of the SEF Framework. Through analysis of Education Quality and Accountability Office (EQAO) mathematics trend data and common student tasks, the student learning need of flexibility and fluency with numbers was identified. Similarly, the educator learning need of building content knowledge for teaching in the area of number sense was identified through the student need and educator feedback task analysis. Principal Delaire indicated that pre- and post- assessment tasks conducted during the year determined that increases were evident in student conceptual learning and educator content and pedagogical knowledge, among other gains made.

Principal Delaire responded to trustee queries related to the number of Math IRTs, the awarding of part marks to students if the process work for problem-solving is not shown, and the Test Improving Performance Strategies (TIPS) program as a resource for students.

This report was provided for information.

4. Simcoe County District School Board Special Education Plan 2017-2018 (PRO-I-2)

Superintendent of Education Chris Samis indicated that the Special Education plan is a reporting requirement of the Ministry of Education that outlines the many programs and services offered to support students with special education needs. The plan is revised yearly in consultation with the Special Education Advisory Committee (SEAC) and is fully accessible to the visually impaired.

Superintendent Samis responded to trustee queries and comments related to Ministry requirements year over year and language changes made to the plan.

This report was provided for information.

5. Report Status

This report was provided for information.

Other Matters

Peter Beacock, Chair of the Board, thanked recording secretary Mary Cannell for her seven years of service to the Program Standing Committee and wished her well in future endeavours.

Notices of Motion for Next Meeting - Nil

Moved by Michele Locke
Seconded by Donna DaSilva

That the meeting be adjourned.

CARRIED

Meeting adjourned at 8:30 p.m.

REPORT NO. D-6-e
JUNE 21, 2017 - 4

Approved for submission by:

Steve Blake
Director of Education

June 21, 2017

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

FROM: Brian Jeffs
Superintendent of Business Services

SUBJECT: **HEALTH & SAFETY AWARD**

1. Background

School Boards' Co-operative Inc. (SBCI) is a not-for-profit co-operative established in 1994 by a number of Ontario school boards to provide advice and guidance on workers' compensation issues. Annually, the Simcoe County District School Board (SCDSB) receives data from SBCI, detailing lost time occurrences/injuries. This has allowed the board to focus training efforts in key areas in an effort to improve lost time incidents.

2. Current

Annually, SBCI recognizes boards in the province with the lowest frequency of incidents ("Incident Frequency" reflects the number of incidents reported to the WSIB compared to the FTE for the year).

For 2015-2016, SBCI is recognizing SCDSB in the category of Large Boards – member school boards with payroll in excess of \$200M.

The winner of the "large board" Health & Safety award is the board from the large board peer group that achieved the lowest Total Incident Frequency, averaged over the past 5 years, ending August 31, 2016. SCDSB's very low incident frequency in 2015-2016 was instrumental in reducing the 5-year average to the lowest in large board peer group.

The award is a reflection of the efforts of the Joint Health & Safety Committee and all SCDSB staff to improve the culture of Health & Safety throughout SCDSB.

3. Report Status

This report is provided for information.

Respectfully submitted by:

Brian Jeffs
Superintendent of Business Services

Approved for submission by:

Steve Blake
Director of Education

June 21, 2017