

UPPER GRAND DISTRICT SCHOOL BOARD
BOARD MEETING – TUESDAY, SEPTEMBER 27, 2011

The regular monthly meeting of Upper Grand District School Board was held on Tuesday, September 27, 2011, in the Boardroom at 500 Victoria Road North, Guelph, starting at 7:00 p.m.

Trustee Borden, Chair, presided and along with Student Trustee MacDougall, all members were present with the exception of Trustee Gohn.

OPENING PRAYER OR READING

Trustee Busuttil presented an inspirational opening reading from *Life Prayers*.

CONDOLENCES

Trustee Borden, Chair, reported that condolences were sent on behalf of the Board to the following: Melanie de Vries, an Educational Assistant at Portage, on the loss of her father; Anna-May Wilson, a custodian at Princess Elizabeth P.S., on the loss of her father; Bosah Vandenberg, on the loss of his wife, Karin Vandenberg, a teacher at Westside S.S.; Jamie Hocken, a teacher at Erin DHS, on the loss of his father, Bill Hocken, a retired teacher at Erin DHS; and Blake Martin, a teacher at John F. Ross C.V.I., on the loss of his mother.

GOOD NEWS

Dr. Rogers highlighted the AGood News® as follows:

Awards for Excellence in Education (Taken from a letter to Gord Heasley from Fraser Institute – August 26, 2011)

“Edward Johnson P.S. is one of thirty schools in the province to be short-listed for an Award of Excellence in Education in the category of Improvement in Academics. The Fraser Institute will honour the accomplishments of the school team – teachers, administrators and support staff at an awards celebration on Thursday November 24th.”

“The Fraser Institute thoroughly analyses Ministry of Education’s student results data of every school and these data are used in the calculations required to determine the short list of top thirty schools in each award category. In total, a maximum of 90 schools are invited and these schools represent the top one percent of Ontario’s elementary schools.”

“Awards are presented in three categories, each reflecting a different aspect of academic success among elementary schools. Improvement in Academics recognizes the school teams whose overall academic rating have experienced the fastest, most consistent improvement over the last five years. Excellence in Language Arts recognizes the school teams whose students have

achieved ongoing success in the acquisition of reading and writing skills. And, Excellence in Mathematics recognizes the school teams whose students have achieved ongoing success in the acquisition of skills and knowledge in mathematics.”

“Finalist schools are the top 3 schools in each award category and from this group the winners are declared at the awards dinner and presented with a \$3,000 cash prize. The remaining two finalist schools are announced as runners-up and each receives a \$1,000 cash prize.”

The Queen Elizabeth II Aiming for the Top Scholarship Program

136 students in the Upper Grand D.S.B. have won the Province’s Queen Elizabeth II Aiming for the Top Scholarships. The program rewards students who graduate with top marks at their high school, and who plan to continue their studies at an Ontario college or university. Students who maintain an 80 percent average at the postsecondary level can receive these scholarships, which are worth up to a maximum of \$3,500 per year, for up to four years in total.

Elementary Teachers Federation of Ontario (ETFO)

Doug Cook was recently elected to the position of Executive Member of the provincial Executive of the Elementary Teachers’ Federation of Ontario for 2011-2013. “This appointment will provide Doug with a broad overview of educational issues in Ontario.”

Director of Education

Chair Borden reported the completion of the annual evaluation process for the Director of Education and that at an earlier meeting a motion was unanimously passed to publicly express the appreciation and support for the exceptional leadership of our Director, Dr. Martha Rogers.

CONFIRMATION OF THE AGENDA

Trustee Schieck moved that the agenda be confirmed as printed.

The motion carried.

DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

APPROVAL OF THE MINUTES OF THE BOARD MEETINGS HELD, AUGUST 30, 2011 AND SEPTEMBER 13, 2011

Trustee Waterston moved, seconded by Trustee Cooper, that the Minutes of the Board meeting held August 30, 2011, the Minutes of the Committee of the Whole meeting held immediately prior to the Board meeting, and the minutes of the Special Board meeting held September 13, 2011 (In Caucus), be approved as printed.

The motion carried.

MOTION TO RISE AND SIT IN COMMITTEE

Trustee Fairbairn moved that the Board rise and sit in Committee of the Whole, with the Chairperson presiding.

The motion carried.

BUSINESS OPERATIONS COMMITTEE

Trustee Fairbairn moved that the minutes of the Business Operations Committee held September 13, 2011 be received and considered.

The motion carried.

Trustee Fairbairn moved the adoption of recommendations 1, 2, 3, 4, and 5 as contained in the Minutes of the Business Operations Committee, dated September 13, 2011.

The motion carried.

The motions are as follows:

THAT:

1.
 - a) the report entitled “Shelburne Public School (New) Project Report,” dated September 13th, 2011, CP:11-08, be received.
 - b) a new Shelburne Public School be constructed to accommodate a JK-8 program with a target opening date of September 2013.
 - c) the “Shelburne Public School (New), Building Project Report” (attached as Appendix “A”), dated September 13th, 2011, CP11-08 be approved.
 - d) the Building Committee required by Policy 309 be replaced by a single meeting of a User Advisory Committee to provide for consultation with the school and community.
2. the report entitled, “Asbestos Management Update,” dated September 13th, 2011, CP:11-09, be received.
3. the verbal report on elementary enrolment and staffing as presented by Superintendent Benallick, be received.
4. the report, “Resignations and Retirements (Appendix A and B)” dated September 13, 2011 be received.
5. the Board direct the Chair to write a letter in support of the Learning Foundation’s application to the United Way for seed money to fund the establishment of the Free to Achieve Fund initiative.

Chair Borden reported that a letter has been sent to the United Way in support of the Learning Foundation’s application for funding to establish the Free to Achieve initiative, as directed by the Board.

POLICY MANAGEMENT COMMITTEE

Trustee Busuttil moved that the minutes of the Policy Management Committee held September 13, 2011 be received and considered.

The motion carried.

Trustee Busuttil moved the adoption of recommendations 1 and 2 as contained in the Minutes of the Business Operations Committee, dated September 13, 2011.

The motion carried.

The motions are as follows:

THAT:

1. the Police School Board Protocol be received as information.
2. a review of Policy # 100 Policy Management be undertaken in the 2011-12 school year with the goal of revising the Board's Policy Management and Review process and format. Trustees to serve on this committee can be nominated at the Board meeting (September 27, 2011).

Policy 100: Policy Management Review Committee: Appointment of Trustee Members

Dr. Martha Rogers, Director of Education, reported that up to three Trustees are required to serve on the Policy 100: Policy Review Committee. Meetings have been scheduled on October 18 and 19, 2011.

Trustee Fairbairn moved that the Board appoint Trustees Busuttil, Gohn and Moziar as members to the Policy Management Review Committee.

The motion carried.

SPECIAL EDUCATION ADVISORY COMMITTEE

Trustee Fairbairn moved that the minutes of the Special Education Advisory Committee held September 14, 2011 be received and considered.

The motion carried.

Dr. Martha Rogers, Director of Education, reported that a letter has been received from Mr. Clayton Eaton, President of Integration Action for Inclusion in Education and Community (Ontario) nominating Don Richardson as their representative on SEAC.

Trustee Waterston moved that the Board accept Don Richardson as member of the Special Education Advisory Committee, representing Integration Action for Inclusion in Education and Community (Ontario) for a term ending December 1, 2014.

The motion carried.

AUDIT COMMITTEE REPORT

Trustee Waterston circulated and reviewed the report entitled “Annual Report to the Board of Trustees for the Year Ended August 31, 2011,” dated September 27, 2011. The report summarizes the membership, the actions and work performed for the year ending August 31, 2011.

Trustee Moziar moved that the Annual Report to the Board of Trustees for the Year Ended August 31, 2011, dated September 27, 201, be received.

The motion carried.

Trustee Waterston reported that earlier this evening, the Board appointed KPMG as external auditors for a further four-year period, ending November 2015.

2010-2011 INTERIM FINANCIAL REPORT ON AUGUST 31, 2011

Ms. Janice Wright, Superintendent of Finance, introduced and reviewed the report entitled, “2010 2011 Interim Financial Reporting on August 31, 2011, (Appendix A)” dated September 27, 2011. It is the third and final Interim Financial Report to Trustees for 2010 2011. The report reflects spending on August 31st, prior to year-end adjustments, noting many invoices will be subsequently received that impact the 2010 2011 financial position. In addition, many adjustments and accruals will be made. The information was reviewed in detail and material budget variances of +/- 10% were explained.

Trustee Schieck moved that the report: 2010 2011 Interim Financial Reporting on August 31, 2011 (Finance #2011-37) dated September 27, 2011, be received.

The motion carried.

UPPER GRAND LEARNING FOUNDATION –“FREE TO ACHIEVE”

Trustee Waterston commented that the Free to Achieve project reflects years of investigation and preparation by the Upper Grand Learning Foundation. The Foundation was formed to provide financial assistance to needy students in the district through donations from the public.

Ms. Barb Alves, Chair of the Upper Grand Learning Foundation, gave a presentation providing an overview of the Foundation and details of the Free to

Achieve initiative that is being introduced. Ms. Alves explained the fund is focused on providing underprivileged students with learning experiences outside of the classroom that will allow students to make connections to their in-school learning, enhance their desire to learn and help them reach their potential. The strategy for implementation and the communication proposal were also reviewed. The support of Trustees was sought to assist with identifying contacts and potential partners in the community.

Trustee Busuttill moved that the presentation from the Upper Grand Learning Foundation – “Free to Achieve,” be received.

The motion carried.

FULL-DAY KINDERGARTEN IMPLEMENTATION CAPITAL PLAN

Ms. Janice Wright, Superintendent of Finance, introduced the report entitled, “Full Day Kindergarten, Capital Plan,” CP:11-12, dated September 27, 2011. The funding available for the projects reflects the change in the way in which the Ministry of Education will fund capital projects, the wind up of the New Pupil Places (NPP) funding, capital funding available for Full Day Kindergarten (FDK), and the conservative capital program in place at the UGDSB. Another component is funds available from proceeds of the sale of school sites. The plan suggests an effective and efficient use of the funds to provide the maximum number of pupil places.

Mr. Paul Scinocca, Capital and Renewal Projects Manager, reviewed the capital funding models (NPP and Discrete Capital Grants); components of the capital business case; sources of funding (NPP, Disposition of Property, PTR and FDK); and details of the capital grants for FDK. He noted that school boundaries will be set through a separate planning exercise. He also noted that there are some limitations on existing school sites that impact the ability to add to the facilities. Mr. Scinocca explained the Capital Plan is based on the principles of constructing schools of the right size to efficiently house the projected number of students; identifying and respecting constraints imposed at existing schools; and, attempting to avoid cost prohibitive projects. The plan is being presented as a blueprint proposal, subject to modification based on direction from Trustees and subject to funding commitments from the Ministry. It was explained that of the \$90M total projected costs required to underwrite the plan, the component relating to the year 4 and year 5 FDK capital grant applications are the only funds not yet secured. If the total funding request is not approved, the Plan will be modified accordingly.

Appendix 1, Total Enrolment Capacities for 2012, 2016 and 2020 by Review Area was reviewed, highlighting areas of priority due to capacity. Appendix 2, FDK Capital Plan was also reviewed in detail by area and by project, noting the projected costs are based on concepts only and will require updating as the projects are fully developed. The Plan proposes the construction of eight new schools (3 in East Guelph, and 1 in each of South Guelph,

Guelph/Eramosa, Centre Wellington, Orangeville and Dufferin) along with numerous additions and/or renovations at existing schools. It was explained that school sites are yet to be acquired for one of the proposed new schools in East Guelph as well as for the proposed new schools in South Guelph, Centre Wellington and Rockwood.

Implementation of this plan will require boundaries to be established for several new schools and other changes to existing school boundaries. The Planning Department intends to bring forward a report outlining a schedule for the planning aspects of implementation, including boundary reviews, to the October Business Operations Committee meeting.

Trustees expressed thanks to Mr. Scinocca and his staff for compiling such a comprehensive report, and acknowledged the magnitude of the work being proposed and the ambitious timelines being set.

Trustee Fairbairn moved that:

1. the report entitled “UGDSB – Full Day Kindergarten, Capital Plan,” CP:11-12, dated September 27, 2011, be received.
2. The Board approve in principle the FDK Capital Plan, CP:11-12, dated September 27, 2011.

The motion carried.

SUPERINTENDENT OF EDUCATION SELECTION COMMITTEE - APPOINTMENT OF TRUSTEE MEMBERS

Dr. Martha Rogers, Director of Education, reported that the advertisement to commence the process to recruit a Superintendent of Education to fill the vacancy being left by the retirement of Ms. Rosemary Fyfe has been circulated. A request was made for three Trustees to serve on the selection committee, and due to the large response, an election was held.

Trustee Topping moved that Trustees Bailey, Moziar and Waterston be appointed to the Superintendent of Education Selection Committee.

The motion carried.

SECONDARY ENROLMENT AND STAFFING UPDATE

Ms. Jennifer Rose, Executive Officer of Human Resources, circulated and reviewed the report entitled, “Secondary Enrolment and Staffing Update,” dated September 27, 2011. It was explained that, at the end of the first week of school, there were approximately 100-150 FTE students more than the original projection. The principals have decided not to add staff to their schools at this time as all classes remain at or under the cap as defined by the collective agreement. Once the student numbers are collected for the October count date,

it will be determined if additional teaching staff is required in the secondary panel for Semester 2, and a request will be brought to the Board for consideration.

Trustee Schieck moved that the report, “Secondary Enrolment and Staffing Update,” dated September 27, 2011, be received.

The motion carried.

2011-12 TRUSTEE PROFESSIONAL DEVELOPMENT

Trustee Busutil introduced and reviewed the report entitled, “2011-12 Trustee OPSBA Professional Development,” dated September 27, 2011. In order to determine the budget to support professional development requests, Trustees were asked to indicate their 1st, 2nd and 3rd choices for PD and to return the form to Trustee Busutil. A recommendation will be brought forward to the Board for consideration at a future meeting. It was noted that travel costs are not reflected in the report.

Trustee Bailey moved that the report entitled, “2011-12 Trustee OPSBA Professional Development,” dated September 27, 2011 be received.

The motion carried.

RESIGNATIONS AND APPOINTMENTS

Ms. Jennifer Rose, Executive Officer of Human Resources, introduced and reviewed the report, “Resignations and Retirements,” dated September 27, 2011, as distributed at the meeting.

Trustee Schieck extended thanks to the long service employees and moved that the report, “Resignations and Retirements,” dated September 27, 2011 (Appendix A and B) be received.

The motion carried

BOARD CORRESPONDENCE

Chair Borden presented a written report of correspondence received during the past month.

There was brief discussion regarding the correspondence from the Grand Erie Board of Education to OPSBA regarding membership fees in light of declining enrolment.

Trustee Busutil moved that the Board direct the OPSBA Director to advise OPSBA that the Upper Grand District School Board supports continued membership in OPSBA, and would request that OPSBA clearly delineate the roles of OPSBA and the OESC to its membership. In addition the

Director is to raise concern with costs of OPSBA Trustees' professional development.

The motion carried.

The correspondence from CUPE regarding recognition for ECEs was noted. It was reported that the ECE's in our Board are represented by OSSTF and that they will be recognized at the same time as the other groups represented by OSSTF.

Trustee Fairbairn moved that the Board Correspondence report dated September 27, 2011, be received.

The motion carried.

TRUSTEE QUESTIONS AND REPORTS

Notice of Motion

Trustee Moziar served notice of motion to reconsider the following motions (approved at the Board meeting held October 26, 2010) at the Board meeting scheduled October 25, 2011:

2.
 - b) effective June 30, 2011, the Grade 7 & 8 FI program at King George be closed and that King George opens as a JK-8 Regular Track school starting in September 2012.
 - c) effective June 30, 2012, Laurine Ave. PS be closed and consolidated at King George PS effective September 2012.
 - d) effective June 30, 2012, Tytler PS be closed and consolidated at King George PS effective September 2012.

Free to Achieve

Trustee Cooper reported that donations to the Free to Achieve Fund have been received from Trustees in response to the earlier presentation by the Learning Foundation and challenged all remaining Trustees to donate to the fund.

City of Guelph Annual Report

Trustee Borden reported that Karen Farbridge, Mayor, City of Guelph, has advised that the City's Annual Report, "We're Making a Difference," is available on their website. A hard copy is also available in the Board Chair's office.

DATES OF FUTURE MEETINGS

Trustee Bailey moved that the October 2011 schedule for Board and Standing Committee Meetings be approved as follows:

- i. Program Committee – October 4, 2011
- ii. Business Operations – October 11, 2011
- iii. Board Meeting – October 25, 2011

The motion carried.

The list of dates of future meetings was reviewed and the following additions and changes were noted:

- Tuesday, October 4, 2011, Property Committee, Room 9, 5-6 p.m.
- Tuesday, October 11, 2011, Property Management Committee, is a tentative date and will be confirmed. A Policy Management Committee meeting is also scheduled Tuesday, November 1, 2011, 3:00 p.m.
- Tentative Dates for Capital Plan Public Meetings were circulated. The dates and locations will be circulated to Trustees when finalized.
- The IT Workshop (cancelled September 15th) has been tentatively rescheduled on Tuesday, January 10th, 5-7 p.m.

The remainder of the meetings are as follows:

Wednesday, September 28, 2011	-	Equity Committee, Trustees' Lounge, 9 a.m. - 4:00 p.m.
Monday, October 3, 2011	-	Dufferin French Immersion, MAPS, 4:00 p.m.
Tuesday, October 11, 2011	-	Policy Management Committee Board Room, 3:00 p.m.
Tuesday, October 11, 2011	-	Chairs' Committee Trustees' Lounge, 5:00 p.m.
Wednesday, October 12, 2011	-	Supervised Alternative Learning (SAL), Guelph, 9:30 a.m.
Wednesday, October 12, 2011	-	Special Education Advisory Committee, Board Room, 7:00 p.m.
Tuesday, October 18, 2011	-	Policy 100 Review Committee, Room 4, 10 a.m. – 12 noon
Wednesday October 19, 2011	-	Policy 100 Review Committee, Room 4, 1:30 p.m. – 3:30 p.m.
Wednesday, October 19, 2011	-	Supervised Alternative Learning (SAL) Orangeville, 1:00 p.m.
Thursday, October 20, 9:30 a.m.	-	Supervised Alternative Learning (SAL) Wellington Heights, 9:30 a.m.
Tuesday, October 25, 2011	-	Career Pathways Dufferin, Agricultural Centre, 8:30 a.m.-2:00 p.m.

Tuesday, November 1, 2011 - Equity Training, Room 9,
4:45 p.m. – 6:45 p.m.

Trustee Fairbairn moved that the Dates of Future Meetings dated September 27, 2011 be received.

The motion carried.

IN CAMERA RESUMING

As directed at the Committee of the Whole meeting earlier in the evening, the in camera session was resumed at 9:30 p.m. to complete the confidential items on the agenda.

RATIFICATION OF BUSINESS

Trustee Fairbairn moved, seconded by Trustee Bailey, that the business transacted by the Committee of the Whole be now ratified by the Board.

The motion carried.

ADJOURNMENT

Trustee Waterston, Seconded by Trustee Cooper, that the Board adjourn and this meeting now close at 9:50 p.m.

The motion carried.