

MINUTES

BOARD MEETING

Meeting #12 – Wednesday, September 11, 2013

1. CALL TO ORDER

Board Chair Clayton Ferguson called the meeting to order at 8:01 p.m., in the Board Room, 46 Alliance Boulevard, Barrie.

2. OPENING PRAYER / REFLECTION

Trustees celebrated Mass with Father Anthony Wengura, Pastor of St. Mary's Parish, Barrie, in the Board room before the meeting was called to order.

3. ROLL CALL

Brian Beal, Director of Education, conducted the Roll Call of the Board of Trustees to establish quorum for the Meeting.

Present: Clayton Ferguson – Board Chair, Shawn Cooper, Carol Corriveau-Truchon, Maria Hardie, Catherine MacDonald, Connie Positano, Jeanny Salmon, Francis Smith, Kyle Young

Resource: Brian Beal - Director of Education, Lonnie Bolton, Steven Charbonneau, Glenn Clarke, Jane Dillon-Leitch, Ab Falconi, Diane Legg, Darren Schmidt

Regrets: Peter Derochie

Recorder: Belinda Marcellus

4. AGENDA APPROVAL

Consensus of the Board of Trustees was obtained for approval of the Meeting Agenda.

5. DECLARATIONS OF CONFLICT OF INTEREST

There were no conflicts of interest declared.

6. DELEGATIONS

There were no delegations.

7. PRESENTATIONS

Living in Hope – Grounded in Faith

1. Student Trustee Commissioning

Chair Clayton Ferguson and Sherry Chapman, Adult Faith Animator led Student Trustee Kyle Young through a commissioning to mark the beginning of his official term as 2013-2014 Student Trustee.

2. New Bradford West Gwillimbury Catholic Elementary School Design

Allen Morrison, the Board's Capital Projects Officer provided an overview of the project. Ministry approval was received in January for the construction of a new 470 pupil place Bradford Catholic Elementary School. The design process included two meetings with the Town of Bradford West Gwillimbury, the Architect and Board staff. An amended site plan which addressed concerns regarding the aligning of access points from the school site and the orientation of parking related to an adjacent park, was presented to the Town at a second meeting in July and was well received. There is a proposal to convey a portion of property from the Town to the Board which will result in a more functional and cost effective site design. Details of the conveyance of land from the town are being finalized and will allow parking access to the school and to the community when using the adjacent municipal park.

The proposed building design will have a net floor area of 48,673 sq.ft. and will include 4 full day kindergarten (FDK) classrooms, 15 classrooms, a chapel, a special education classroom, a resource withdrawal room, an administrative area, gymnasium, library, custodial spaces and service rooms as required. These spaces will be designed to the current Board standards and will be constructed to the LEED silver equivalent eco-standards with all the similar green initiatives implemented at Our Lady of Grace and Monsignor Lee Catholic Schools.

Doug Snyder, Snyder & Associates Architects, presented the building design noting that the new school will mark its place as a Catholic community in the Town of Bradford West Gwillimbury as a school of light, efficiency and sustainability. He commented on the site design which addresses site safety for pedestrians, school buses, vehicular traffic and parking. The building is a two storey structure with an L-shaped corridor design which provides for supervision from one point on each floor. The two storey high chapel and main entrance referred to as the "forum" are the focal point of the school and are visible from the second floor and provide lots of natural light. In response to a trustee question it was noted that the chapel is not an open design so as to avoid use as a multi-purpose room.

All of the Board's schools are planned to include room for portables in the initial municipal approvals. Accessibility via a three level elevator allows access to not only the second floor but also access to the stage area.

Construction is expected to being in the spring of 2014 with completion for opening in September 2015.

On behalf of the Board of Trustees, Chair Ferguson thanked staff and Mr. Snyder for presenting the design of our new Catholic elementary school to be built in Bradford West Gwillimbury. He also noted that trustees are delighted to see continued growth in the Bradford West Gwillimbury area and look forward to welcoming students into their new facility in September 2015.

3. Summer Plant Projects

Glenn Clarke, Controller of Plant provided an overview of the activities that kept plant services staff busy over the summer and into this fall.

Three main areas of school facility upgrades included, \$2 million for mechanical and electrical upgrades at 14 schools, including disability access projects; \$1.3 million for building maintenance at 23 schools; and \$1.4 million for site work at eight schools. \$2.4 million in program retrofits are underway at St. Joseph's Catholic High School; \$4.3 million for FDK program retrofits including new classroom spaces at St. John Vianney, St. Catherine of Siena, St. James and St. Francis of Assisi Catholic schools; and minor upgrades at Monsignor Michael O'Leary, St. Ann's and St. Bernadette's Catholic schools. Major construction projects at Jean Vanier Catholic High School, Monsignor Clair Catholic School will occur this year. A \$11.2 million project to consolidate Prince of Peace, Our Lady of the Assumption and Our Lady of Grace Catholic schools in a facility at the Our Lady of Grace site is on-going for completion this fall. Planning work has begun on the new Catholic elementary school to be built in Bradford West Gwillimbury.

Trustees queried the safety at entrances of schools. Mr. Clarke advised that the Ministry of Education has provided funding and staff are currently developing a request for proposal to move ahead with implementation at all elementary schools. Schools with specific concerns such as the location of the school office are receiving interim measures. Staff will bring a report to the next board meeting which will outline timelines and parameters.

Trustee Connie Positano reported that she toured St. Joseph's Catholic High School the previous Friday and was impressed with the improvements. The meeting rooms being developed on the second floor will be bright and a huge improvement to the current meeting facilities at the 80 Bell Farm Road facility.

It was noted that the St. John Vianney Catholic School kindergarten project is not moving as it should and while staff are monitoring the project, November is the expected completion date.

It was clarified that the Monsignor Clair second floor project is in the design stage and staff expect a summertime move of the Bell Farm board offices.

On behalf of the Board of Trustees, Chair Ferguson expressed appreciation to all staff

who worked very hard over the spring and summer to complete repairs and enhancements to existing facilities and who helped to get new spaces ready for occupancy to welcome our students this month; noting that there have been long hours that extended into weekends. Their efforts demonstrate our collaborative efforts that will contribute to improving student achievement and well-being.

8. ACTION/DISCUSSION ITEMS

1) Report 8. 1) 12-2013 Multi Year Accessibility Plan 2012 – 2017 and Accessibility Annual Status Report 2012-2013

Superintendent of Education Jane Dillon-Leitch presented the current draft of the Multi Year Accessibility Plan 2012-2017 and the status report for 2012-2013. This draft contains further refinements since it was presented to trustees in June and was brought forward for approval by the Board. The document will be posted to the board website with on-going changes as the status reports are completed each year. She noted that the committee will continue to meet three to four times per year and will gather information from annual surveys.

Trustee Carol Corriveau-Truchon served on the Accessibility Committee and commented on the extensive process undertaken and stakeholder input invited and received, particularly from members of the Special Education Advisory Committee (SEAC) who have extensive accessibility issues.

In response to a trustee query, Ms. Dillon-Leitch noted that a couple of schools volunteered and will have the opportunity to pilot the use of the Evacu Chair. This initiative responds to new fire regulations in some areas that no longer support places of refuge but rather full evacuation of all persons in an emergency. To install the chair, would require a change to the fire plan which is under discussion at the Joint Health and Safety Committee.

Recommendation: That the Board approve the Multi Year Accessibility Plan 2012-2017 as presented.

Consensus of the Board of Trustees was obtained for approval of the recommendation.

2) Report 8. 2) 12-2013 OCSTA Resolutions Committee Appointments

Chair Ferguson reported that trustees had expressed an interest in establishing the committee to look at potential resolutions that could be submitted to the OCSTA AGM, early in the fall to provide sufficient time for input and research.

Recommendation: That the Board establish an Ad Hoc OCSTA Resolutions Committee of at least two members to consider and recommend to the Board the possible submission of (a) resolution(s) to the 2014 OCSTA AGM from the Simcoe Muskoka Catholic District School Board.

Consensus of the Board of Trustees was obtained for approval of the recommendation.

Chair Ferguson will poll trustees via email for their interest to serve on the committee and will confirm the appointment of trustees to the committee at the next Board meeting.

3) Trustee Conferences

Trustees discussed the value of attending conferences of the Ontario Catholic School Trustees' Association, the Canadian Catholic School Trustees' Association and other relevant programs and workshops which are an opportunity to learn, network and talk to other trustees and see how other boards are doing things which can then be shared in their communities. Consensus of the trustees was that all trustees would have the opportunity to attend applicable conferences, recognizing that need to use board resources wisely and to attend the full program when registered.

9. INFORMATION ITEMS

1) Report 9. 1) 12-2013: Multi-Year Plan Update

Brian Beal, Director of Education, thanked those trustees who were able to attend the Leaders' meeting and launch of the Multi Year Plan on August 27th. Leaders have been charged to help develop an action plan of where to begin and what year one looks like with goals that are deliverable, achievable, and measurable. Mr. Beal's goal is to launch the Multi Year Plan to staff through the October 11th professional development day by spending time in prayer and engaging in conversation about where they see themselves in the evolution, refinement and continuations of this work. He noted that lesson plans are being developed so that teachers can work with students. A letter will be sent to priests and other Catholic partners; and visual materials have been developed to use when engaging in conversation.

Trustee Corriveau-Truchon attended the Leaders' mass and luncheon and felt very lucky to live in a Catholic school board that started the school year that way. She noted that the parish priest has asked for more information so that he can incorporate the multi year plan and goals into his homilies during the year.

Chair Ferguson commented that trustees look forward to focusing in on the year one priorities that will be identified at the next board meeting. He also thanked the Multi-Year Plan Steering Committee and the communications team for their collaborative efforts to produce the beautiful resource materials to support our new strategic plan; and noted that these resources would be referred to daily in our schools and offices as we work together to nurture a distinct Catholic identity; improve student achievement and well-being; and use our resources wisely.

2) Report 9. 2) 12-2013: Full Day Kindergarten Program Update – September 2013

Jane Dillon-Leitch provided an update of the board's full day kindergarten program, with ten more schools introducing FDK this September. 78% of Simcoe Muskoka Catholic schools are now offering FDK. The remaining nine schools will offer FDK in

September 2014. Enrolment in FDK is above projections. Tania Dawson, Elementary Curriculum Consultant – Early Learning, continually visits FDK classrooms and has developed a list of the best manipulatives, selected slim furnishing; and meets with new and experienced teachers. Ms. Dillon-Leitch thanked Glenn Clarke and his staff for facilitating comfortable spaces for FDK programs.

Chair Ferguson noted that he was pleased to see local news coverage about the work that has taken place at Simcoe Muskoka Catholic schools to welcome kindergarten students; and asked to share the Board's appreciation for the contributions of all staff who have worked so hard to open new full day kindergarten classrooms and prepare to welcome our new youngest learners to Catholic education.

Trustee Catherine MacDonald noted that news coverage also included Annie Kidder from People for Education talking about how FDK has improved academic levels of students, which is very encouraging.

3) Report 9. 3) 12-2013: 2012-2013 EQAO Highlights ~ Simcoe Muskoka Catholic District School Board and Provincial Results

Jane Dillon-Leitch reported that information would be released from the Ministry of Education on September 18th and further information would be provided to trustees at a future Board meeting.

4) Report 9. 4) 12-2013: New Bradford West Gwillimbury Catholic Elementary School

Trustees received a report which provided information presented by the capital project manager and project architect earlier in the meeting.

Chair Ferguson noted that trustees look forward to approving the general contractor for this project early in 2014 with a target to welcome students into the new facility in September 2015.

5) Report 9. 5) 12-2013: Plant Department Projects – Summer 2013

Trustees received a report which provided information presented by the Glenn Clarke earlier in the meeting.

Chair Ferguson thanked everyone involved in the plant projects this past summer.

6) Report 9. 6) 12-2013: Catholic School Community Council Regional Commissioning Meetings

Brian Beal reported on the nine planned Catholic School Community Council (CSCC) regional commissioning meetings to be hosted by each of the secondary schools and to include their families of elementary schools. Parents serving on CCSCs will be commissioned and then there will be time to talk with CSCCs about the multi year plan and parent engagement. Mr. Beal hopes to dialogue with 500-600 parents over the course of the nine evening meetings. Final details will be finalized by the Board's

Catholic Parent Involvement Committee (CPIC) at their meeting on September 16th. Trustees are invited to attend their local and all commissioning meetings.

Chair Ferguson thanked Mr. Beal and expressed his hope that trustees would be able to attend the Regional Catholic School Community Council Commissioning Meetings in their area, and throughout the system; noting that this will be an important opportunity to connect with parents and staff directly in our communities to celebrate Catholic education and introduce our new multi year plan.

7) Report 9. 7) 12-2013: 2013-2014 School Council PRO Grants Approval

The Parents Reaching Out (PRO) Grants for School Councils is a commitment from the Ministry of Education to assist with parent engagement and student achievement initiatives within all schools in Ontario. The total amount of funding for the Simcoe Muskoka Catholic District School Board for the 2013-2014 school year is \$26,245.00. Research has shown that the initiatives and projects that are funded by the grants have increased parent involvement within the educational system, which directly impacts student achievement. This year 27 of our schools who applied for grants in May 2013 received funding of up to \$1,000 for projects that will be carried out in 2013-2014.

Brian Beal advised that the CPIC has a website with a goal to post CSCC activities, share information and encourage participation.

Clayton Ferguson, on behalf of the Board of Trustees commended those schools that have pursued the opportunity for funding to help promote parent engagement which is known to have a positive impact on student achievement. He noted that this was yet another example this evening of how we are aligning our efforts with our new multi year strategic plan. Congratulations were extended to all 27 schools that were successful in receiving funding.

8) Report 9. 8) 12-2013: Staffing/Enrolment

A report was provided to trustees from Darren Schmidt, Superintendent of Human Resources that outlined the enrolment in the elementary schools, noting significant growth from approved projections of 330.5 pupils. The growth was most apparent in the south (Bradford West Gwillimbury and New Tecumseth) but enrolment was also up across the system, particularly Holy Cross Catholic School in Innisfil, Barrie north and southeast, Muskoka, Orillia and Georgian West. This increase in enrolment generates an additional 20.5 full time equivalent teachers in the elementary panel. Staff are working through surplus recall rights and the posting of permanent positions.

It was noted that staffing changes create anxiety for parents, but that the board must proceed through a number of steps to ensure the right teachers are in the right places. Mr. Schmidt noted that the staffing process took until January last school year but that it is hoped to be completed sooner this year.

Increased enrolment also creates increased classroom spaces which increases the square

footage that generates custodial staffing. Educational assistant staffing may also be impacted and with the need to create new FDK classes, new designated early childhood educator (DECE) positions are also created. Vice principal, and office and clerical allocations may also be affected.

Staff responded to trustee queries and clarified that accommodation in north Barrie will meet the needs of the growth in that area; the budget is not expected to be significantly impacted with the increases in enrolment and staffing; it would appear that families impacted by boundary reviews chose to continue their Catholic education as suggested by increased enrolments.

Secondary enrolment and the impact will be provided to trustees at the next meeting

On behalf of all of the trustees, Chair Ferguson extended appreciation to the staff who have been involved in working to move forward to support a great year of Catholic education in Simcoe County and the Districts of Muskoka and Parry Sound.

9) Minutes – Special Education Advisory Committee

i) Meeting #07 – Wednesday, June 05, 2013

The minutes were provided to trustees for information.

10. ROUTINE

1) Approval of Minutes – Board Meetings

i) Minutes – Meeting #11 – Wednesday, June 19, 2013

Consensus of the Board of Trustees was obtained for approval of the Minutes.

ii) Minutes – Special Meeting #04 – Wednesday, July 03, 2013

Consensus of the Board of Trustees was obtained for approval of the Minutes.

iii) Minutes – Special Meeting #05 – Monday, August 26, 2013

*Consensus of the Board of Trustees was obtained for approval of the Minutes.***11. TRUSTEE**

11. ENQUIRIES

Dates were requested for the pending St. Joseph’s Catholic High School boundary review process. Information will be provided at the next meeting.

Trustees would like to hold one or two board meetings in the fall and/or spring of each year in a secondary school. Trustees will be polled by the Chair to determine locations and a plan will be provided at the next meeting.

Staff will provide a presentation on the Board’s infrastructure improvements related to wireless capability and the social media strategy.

The former Guardian Angels Catholic School facility is slated for demolition but there continue to be delays as the parish representatives meet with the municipality to determine the sites future use. It is felt by the Board that respect is owed to the building and a timely demolition would be appreciated.

Trustees who were unable to participate in the inservice regarding the education development charges (EDC) review process will receive a copy of the information from that meeting.

Trustee Connie Positano extended regrets for the October 29th EDC public meeting.

12. ITEMS OF INTEREST

Trustee Corriveau-Truchon invited trustees to participate in St. Peter the Apostle Catholic School's 25th Anniversary golf tournament on Saturday, September 21st and the dinner to follow at 6 p.m.

Trustee Shawn Cooper welcomed new Superintendent of Education, Lonnie Bolton, to the board table and was happy to see his colleagues around the table since the board last met. He congratulated Glenn Clarke, Controller of Plant, on receiving recognition from the Ontario School Business Officials Association for his outstanding work that supported school boards across the province.

Chair Ferguson reported that in August he was selected by his employer to go to Dallas where he was a guest at a dinner at Cowboy Stadium. He was invited to wear his favourite football jersey and chose to wear the jersey of the St. Joan of Arc Knights. He had his picture taken with Roger Stalback who is now part owner of the Dallas cowboys.

Brian Beal reported that Chair Ferguson was in Dallas to receive a national award from his employer and that his name was flashed across the *jumbotron* at the football game.

13. CORRESPONDENCE

Trustees were provided with a list of correspondence.

14. MEETING SCHEDULE

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|---|---|------------------|
| Wednesday, Sept 18, 2013 | Supervised Alternative Learning (SAL) | 2:00 p.m. |
| Wednesday, Sept 18, 2013 | Board Policy Review Meeting #06 | postponed |
| Tuesday, Sept 24, 2013 | Discipline Committee | 7:00 p.m. |
| Wednesday, Sept 25, 2013 | Special Education Advisory Committee | 5:30 p.m. |
| Tuesday, Oct 01, 2013 | OCSTA Fall Regional Meeting – Central Region Durham CDSB, Oshawa | tbc |
| Wednesday, Oct 02, 2013 | Board Meeting #13 | 7:30 p.m. |
| Thursday, Oct 03, 2013 to Saturday, Oct 05, 2013 | CCSTA: Catholic Education – A National Conversation, Ottawa | |

Motion 12-2013

Moved by: Carol Corriveau-Truchon

Seconded by: Jeanny Salmon

That the Board extend the Board meeting to 10:45 p.m.

Carried

15. PRIVATE SESSION

16. REPORT FROM COMMITTEE OF THE WHOLE

There was no report.

17. NEXT MEETING

Board Meeting #13: Wednesday, October 02, 2013

7:30p.m.

Agenda Deadline Date: Wednesday, September 25, 2013

4:30p.m.

18. ADJOURNMENT

Consensus of the Board of Trustees was obtained to adjourn at 10:28 p.m.

19. CLOSING PRAYER

Student Trustee Kyle Young led the closing prayer, with the following special intentions:

Remembrances for the Sick:

Greg Bridgeman
Linda Graham her husband Fred
Kayla Johnson
John McDade
Alexandra MacKay

Remembrances for the Deceased:

Janis Stadnyk
Earle McCabe
Jim Sherlock
Graziano Vavala
Elaine Orser