

DISTRICT SCHOOL BOARD ONTARIO NORTH EAST



Regular Board Meeting
Tuesday, March 7, 2017 @ 6:15 p.m.

Location:
Schumacher Board Office, Board Room
153 Croatia Avenue, Schumacher

MISSION STATEMENT:
Together, we inspire innovation and a passion for learning in every student.

AGENDA

Page(s)

1. **CALL TO ORDER**
2. **REGULAR SESSION**
3. **ADOPTION OF THE AGENDA**
4. **CONFLICT OF INTEREST**
5. **PRESENTATION: *Ontario Student Trustee Association Report (A. Ruel & G. Gobbo)***
6. **APPROVAL OF MINUTES** – Regular Board Meeting, February 14, 2017..... 3-6
7. **BUSINESS AND/OR QUESTIONS ARISING OUT OF MINUTES**
8. **UNFINISHED BUSINESS**
 - i) Community hubs (ongoing)
9. **ADMINISTRATIVE REPORTS**
 - i) Policy Revision: *Hiring Policy 1.2.22*..... 7 & attachment
 - ii) Policy Revision: *Appropriate Use of Technology Policy 1.2.10*..... 8 & attachm



Page(s)

- iii) Policy Revision: *Purchasing Card Program Policy 3.1.5* 9 & attachment
- iv) Policy Revision: *School Funds Policy 3.1.4*..... 10 & attachment
- v) Policy Revision: *Tendering of Major Capital Projects Policy 3.1.1*
..... 11 & attachment

10. COMMITTEE REPORTS

- i) Special Education Advisory Committee (SEAC) minutes (Dec.7'16)..... 12-15

11. OTHER BUSINESS

12. ONTARIO PUBLIC SCHOOL BOARDS ASSOCIATION

13. MINISTRY OF EDUCATION

14. CORRESPONDENCE

15. ITEMS FOR FUTURE MEETINGS

- i) Capital Plan (set date for April 2017)

16. MOTION TO ADJOURN



MINUTES of the Regular Meeting of District School Board Ontario North East was held at 6:15 p.m. in the Schumacher Board Office on Tuesday, February 14, 2017.

TRUSTEES PRESENT:

Doug Shearer (Chair) – via SCOPIA
Bob Brush (Vice-Chair)
Heather Bozzer
Bruce Cutten
Dennis Draves
Tom Henderson
Peter Osterberg
Rosemary Pochopsky
Saunders Porter

TRUSTEES ABSENT:

Howard Archibald
Wayne Major

STUDENT TRUSTEES PRESENT:

Gillian Gobbo (IFSS)
Aviana Ruel (ESCHS) - via v/c

ADMINISTRATION PRESENT:

Linda Knight - Director of Education
Pearl Fong-West - Superintendent of Business/Finance and Treasurer
Jo-Anne Plaunt - Superintendent of Schools
Michelle Leigh - Superintendent of Schools
Steven Pladzyk - Superintendent of Schools
Jim Rowe - Senior Manager of Human Resources

ADMINISTRATION ABSENT:

RECORDING SECRETARY

Susan Allen, Executive Assistant to the Director of Education

GUESTS

Corinna Wrona, Community Outreach Worker
Lisa Yee, VP Student Success
JP Desilets, OSSTF President

REGULAR SESSION

The regular session meeting was called to order at 6:13 p.m. With Chair D. Shearer attending via Scopia, Vice-Chair Bob Brush chaired the meeting. All in attendance were asked to stand for a moment of silence in memory of Alexandra Delisle (former student of Englehart High) and Euro Narduzzi (former teacher of Timmins High & Vocational School) who each passed away earlier this month.



- 6522-17 DRAVES/CUTTEN:** THAT this Board resolve itself into a Committee of the Whole. **CARRIED**
- 6523-17 HENDERSON/PORTER:** THAT this Board resolve itself into a Committee of the Whole, (In-Camera). **CARRIED**
- 6524-17 DRAVES/POCHOPSKY:** THAT this Board reconvene in regular session. **CARRIED**

ADOPTION OF AGENDA

- 6525-17 PORTER/DRAVES:** THAT the Agenda for the Regular Board Meeting dated February 14, 2017 be approved. **CARRIED**

CONFLICT OF INTEREST

Trustees were asked to declare conflicts of interest as they arise.

PRESENTATION: *Graduation Rates and Student Success Initiatives (M. Leigh, Superintendent of Schools and L. Yee, VP Student Success)*

Lisa Yee, Vice Principal of Student Success, presented a detailed PowerPoint outlining the Graduation Rates & Student Success Initiatives. Following an outline of the criteria needed for a 5-year graduation rate, she broke down the numbers specific to the 2011-12 cohort, including identifying numbers of students who stayed with DSB Ontario North East, moved to another Board, were non-graduates still enrolled in Year 5, or who were “early school leavers”. Further analysis of the data included a break-down of the graduation rates for our FNMI students and reasons for any not graduating in the expected 4-5 years. The focus of the presentation then shifted to acknowledging why some students are “at risk” of not graduating (mental health issues, disengagement, attendance, credit accumulation, community hours, incomplete OSSLT) and the many Student Success Initiatives in place as both support and intervention. These intervention initiatives and supports include the work of teams, including the Student Success teachers, Mental Health team, FNMI supports, Student Voice, Literacy & Numeracy teams, and the options of a variety of Pathways to success (including OYAP, SHSM, Co-Op, College Link, e-learning).

- 6526-17 SHEARER/BOZZER:** THAT the Board receive the presentation on Graduation Rates and Student Success Initiatives by Superintendent Michelle Leigh and Vice Principal of Student Success, Lisa Yee. **CARRIED**

APPROVAL OF MINUTES

- 6527-17 CUTTEN/HENDERSON:** THAT the minutes of the Regular Board meeting held January 24, 2017 be approved. **CARRIED**

BUSINESS AND/OR QUESTIONS ARISING OUT OF THE MINUTES

ADMINISTRATIVE REPORTS

Cash Disbursements

- 6528-17 PORTER/DRAVES:** THAT the Board accept the report on cash disbursements for the month of January 2017 in the amount of \$9,678,439.26. **CARRIED**



School Year Calendar 2017-2018

6529-17 **HENDERSON/CUTTEN:**

THAT the Board approve the Draft 2017-2018 School Year Calendar to be forwarded to the Ministry for final approval.

CARRIED

Safe Arrival Policy 2.1.2

6530-17 **DRAVES/HENDERSON:**

THAT the Board approve the revisions to the ***Safe Arrival Policy 2.1.2.***

CARRIED

Environmental Awareness Policy 2.1.27

6531-17 **CUTTEN/BOZZER:**

THAT the Board approve the revisions to the ***Environmental Education Policy 2.1.27.***

CARRIED

Governance Policy 1.1.6

6532-17 **DRAVES/CUTTEN:**

THAT the Board approve the revisions to the ***Governance Policy 1.1.6.***

CARRIED

Property and Finance Committee

6533-17 **POCHOPSKY/HENDERSON:**

THAT the Board approve the minutes of the Property & Finance Committee meeting held February 14, 2017.

CARRIED

MINISTRY CORRESPONDENCE

6534-17 **HENDERSON/CUTTEN:**

THAT the Board receive the following correspondence from the Ministry of Education:

- Memo: L. Sandals, President of Treasury Board Secretariat re: *Broader Public Sector Executive Compensation Framework Regulation Requirements*
- Letter from Capital Policy & Programs Branch re: proposed sale of Haileybury Public School

CARRIED

CORRESPONDENCE

6535-17 **CUTTEN/HENDERSON:**

THAT the Board receive the following correspondence:

- Northeastern Catholic DSB re: surplus property

CARRIED

6536-17 **DRAVES/BOZZER:**

THAT the Board instruct the Superintendent of Business/Finance to respond to Northeastern Catholic District School Board's letter of January 26, 2017 to indicate that the Board is not interested in their property located at 401 Cedar Street South, Timmins, ON.

CARRIED



ADJOURNMENT

6537-17 DRAVES/CUTTEN:

THAT we do now adjourn.

CARRIED

The meeting was adjourned at 7:16 p.m.

SECRETARY OF THE BOARD

VICE-CHAIR OF THE BOARD



Agenda Reference: 20017 03 07

TO THE CHAIR AND MEMBERS OF
DISTRICT SCHOOL BOARD ONTARIO NORTH EAST

RE: REVISED: Hiring Policy 1.2.22

Backgrounder:

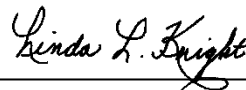
As part of our ongoing commitment to ensure our policies are current, the Hiring Policy was reviewed and revised, with the key changes made as follows:

- Streamlined formatting to follow current policy (Rationale, Definitions, Policy)
- Updated to reflect current responsibilities/job titles (i.e. Senior Manager of HR)
- Updated interview and hiring process to reflect current practices
- Included reference to new *Selection of the Director of Education Policy 1.1.7*

RECOMMENDATION:

THAT the Board approve the revisions to the Hiring Policy 1.2.22.

Respectfully submitted,



Linda L. Knight
Director of Education



Agenda Reference: 20017 03 07

TO THE CHAIR AND MEMBERS OF
DISTRICT SCHOOL BOARD ONTARIO NORTH EAST

RE: REVISED: Appropriate Use of Technology Policy 1.2.10

Backgrounder:

As part of our ongoing commitment to ensure our policies are current, the Appropriate Use of Technology Policy 1.2.10 was reviewed and revised, with the key changes made as follows:

- Updated Appendix A *Technology Use Standards*, including:
 - employee groups no longer defined as both employees & students are referred to as “users”;
 - storage limits are no longer defined as capability and limits evolve with technological change;
 - Added reference to newer public platforms of Facebook & Twitter
- Added Appendices B, C, D as they are currently used and are to align with this policy:
 - Appendix B – Parent FAQ sheet re: iPad Distribution
 - Appendix C – iPad – Student Loan Terms & Agreement
 - Appendix D – Teacher iPad Use Agreement
- Added reference to related policies in policy title section
- Added quick links for appendices and within the *Technology Use Standards* document

RECOMMENDATION:

THAT the Board approve the revisions to the Appropriate Use of Technology Policy 1.2.10.

Respectfully submitted,

Linda L. Knight
Director of Education



TO THE CHAIR AND TRUSTEES OF
DISTRICT SCHOOL BOARD ONTARIO NORTH EAST

AGENDA REF. NO. 2017-03-07

RE: REVISED: Purchasing Card Policy 3.1.5

Background:

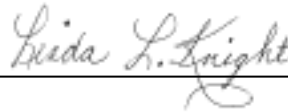
As part of our ongoing efforts to review and revise Board policy on a regular basis, the Purchasing Card Policy has been reviewed by Trustees Dennis Draves, Tom Henderson and Rosemary Pochopsky.

There were no changes to the policy except to align the format to follow the current Policy Template.

RECOMMENDATION:

THAT the Board approve the revised Purchasing Card Policy 3.1.5

Respectfully submitted,



Linda L. Knight
Director of Education



Pearl Fong-West
Superintendent of Business/Finance



TO THE CHAIR AND TRUSTEES OF
DISTRICT SCHOOL BOARD ONTARIO NORTH EAST

AGENDA REF. NO. 2017-03-07

RE: REVISED: School Funds Policy 3.1.4

Background:

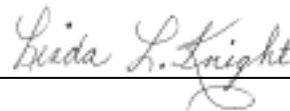
As part of our ongoing efforts to review and revise Board policy on a regular basis, the School Funds Policy has been reviewed by Trustees Dennis Draves, Tom Henderson and Rosemary Pochopsky.

There were no changes to the policy except to align the format to follow the current Policy Template.

RECOMMENDATION:

THAT the Board approve the revised School Funds Policy 3.1.4

Respectfully submitted,



Linda L. Knight
Director of Education



Pearl Fong-West
Superintendent of Business/Finance



TO THE CHAIR AND TRUSTEES OF
DISTRICT SCHOOL BOARD ONTARIO NORTH EAST

AGENDA REF. NO. 2017-03-07

RE: REVISED: Tendering of Major Capital Projects Policy 3.1.1

Background:

As part of our ongoing efforts to review and revise Board policy on a regular basis, the Tendering of Major Capital Projects Policy has been reviewed by Trustees Dennis Draves, Tom Henderson and Rosemary Pochopsky.

There were no changes to the policy except to align the format to follow the current Policy Template.

RECOMMENDATION:

THAT the Board approve the revised Tendering of Major Capital Projects Policy 3.1.1

Respectfully submitted,

Linda L. Knight
Director of Education

Pearl Fong-West
Superintendent of Business/Finance



MINUTES of the Special Education Advisory Committee (SEAC) held Wednesday, December 7th, 2016 at the Schumacher Board Office, with teleconference and video conferencing sites, with the following in attendance:

Committee Members:

Kathy Farrell	Vice Chair, Community Living Timmins	
Peter Osterberg	Trustee	
Bruce Cutten	Trustee	
Saunders Porter	Alternate Trustee	
Gale Wiseman	Learning Disabilities Association of Ontario – Timmins branch	
Christine Heavens	parent representative	
Bruce Hayter	parent representative	(teleconference Hearst)
Melanie Hebert	parent representative	(Kapuskasing)
Alice Hearn-Flannigan	VOICE	(v/c NLBO)

Staff Present:

Steve Pladzyk	Superintendent of Schools responsible for Special Education
Joanne Marsh-Peters	Acting District Special Education Administrator
Denise Plante-Dupuis	Mental Health & Addiction Lead
Patricia Chertow	Principal

Committee Members Absent:

Dennis Draves	Trustee
Arline Chasle	Education Officer, Timiskaming First Nation
Gary Dowe	Cochrane Timiskaming Resource Centre

Staff Regrets:

Alison Fantin	Principal
Vanessa Harmanmaa	Acting Autism Support Officer

Recording Secretary:

Dianne Gaudreau	Executive Assistant to the Superintendent of Schools
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Call to Order:

Meeting was called to order at 12:07pm by Kathy Farrell, Vice Chair, round table introductions, teleconference and video conferencing sites were made.

Adoption of Agenda:

MOVED by Saunders Porter **SECONDED** by Bruce Cutten **THAT** the agenda be approved.

CARRIED

Election of SEAC Chair:

Kathy Farrell assumed the Chair’s roll to oversee the election of the Chair position. Christine Heavens was nominated as Chair of SEAC.

MOVED by Peter Osterberg **SECONDED** by Bruce Cutten **THAT** the Christine Heavens be nominated as Chair.

CARRIED

Kathy Farrell assumed the role as Acting Chair for the remainder of the meeting.

Approval of Minutes:

MOVED by Peter Osterberg, **SECONDED** by Bruce Cutten **THAT** the minutes of the November 2, 2016 meeting be approved as written.

CARRIED



Business Arising:

1. **PAaC Modules:**

The PAaC handbook website www.paac-seac.ca, was previously emailed, discussion ensued, and new members will be encouraged to review the modules.

2. **SEAC Member Nomination/Update:**

The recommendation to accept Gale Wiseman as a member of SEAC was accepted at the November 15, 2016 board meeting.

Superintendent Steve Pladzyk provided an update that Cynthia Barty (CNIB) remains interested in sitting on SEAC, but is unable to commit at present time due to work commitments. She will review again with S. Pladzyk in January.

3. **School Council and PIC letters**

Superintendent Steve Pladzyk will send the letters to Christine Heavens, Chair to review and sign off.

Correspondence:

Near North DSB – letter to lobby for a northern Ontario representative to site at the MACSE table (the Minister’s Advisory Council on Special Education) was received and it was recommended that Superintendent Pladzyk obtain clarification on the letter and forward the specifics to the Board at their January 10th, 2017 meeting.

MOVED by Peter Osterberg **SECONDED** by Christine Heavens **THAT** SEAC defer this request of support until it has been received and reviewed by the Board.

CARRIED

New Business:

1. **Trustee Report:**

Trustee Cutten stated that Joanne Marsh-Peters gave an overview of the Special Education department’s principles and organization following the guiding beliefs that Special Education is a shared responsibility and that, when working with identified students, the focus must be on what they can do and not what they cannot do. Charts of exceptionalities of students over the past several years and a review of the self-contained programs were presented, followed by a summary of the role of the Special Education Resource Teacher (SERT) and their 3 main goals: implementation of strategies to supports students with learning disabilities; full implementation of transition planning strategies; and supporting with school visits by the District SERTS.

Trustee Osterberg reported that Doug Shearer, Chair and Bob Brush, Vice Chair were acclaimed at the December 6, 2016 Board meeting.

Trustee Osterberg reported that Doug Shearer, Chair of the Board spent a few days as a tour guide to Laurie French, President of OPSBA to give her a better understanding of the Board’s geography, and challenges faced in Northern Ontario.



2. Agency Report:

Kathy Farrell, Community Living shared the successful Santa program which is in its 3rd year where students and families enjoyed a visit with Santa.

Gale Wiseman, LDAO of Timmins provided the following updates:

- Reached out to 13 parents in the last 6 weeks from TH&VS, R Ross Beattie and RMSS.
- Started an 8 month *“We Are Not Alone Parent Group”*
- Completed *Session #1* on IEP's and IPRC's
- *Session #2* on Assistive Technology will take place on December 15th at 6:30pm at Northern College's theater, and will be setting up links with Chapleau and Kirkland Lake for this group
- Attended an IPRC meeting
- Presented a Motivation and Success presentation to parents
- Unfortunately, have not had much success connecting with the Catholic Board but will keep trying
- Hoping that Angie Demarco from Sudbury will present Emotions and their Impact on Learning with employees from District School Board Ontario North East on the February 27th Professional Development for SERTS
- Superintendent Pladzyk has asked about some support strategies for students' presentation (not basic concepts) and about their Assistive technologist connecting with District school Board Ontario North East for iPad's, which Gale will pass this request onto her Executive Director in Sudbury

Special Education Team Updates:

Psycho-educational assessments Business Plan

Superintendent Steve Pladzyk recommended that the proposed psycho-educational assessments Business Plan be emailed to SEAC members prior to the holidays, have an electronic motion for it to be added to the January 11 Board Agenda.

Special Education audit

Superintendent Steve Pladzyk will provide an update at the January meeting on where we are with the Special Education audit and recommendations.

PAaC conference

Superintendent Steve Pladzyk reported that the PAaC conference that the Ministry of Education held in May 2015 is offered every four years to coincide with the election of trustees and new SEAC members.

Speech Language Alignment Committee

Superintendent Steve Pladzyk reported that there is a sub-committee comprised of interested parents being created for feedback.

Mental Health Updates:

Denise Plante-Dupuis reported on the following:

- Team attended CMHO conference in Toronto on November 20 – 22, 2016
- Keynotes and workshops addressed merging neuroscience evidence that early experiences affect neurological pathways than then impact a lifetime of learning and health
- This has a profound implication in developing effective programs, policies and services that support academic success and well-being



- Many references were made to the importance of building trauma informed schools and strategies to support students exposed to trauma
- In November, the Ministry of Community and Social Services (MCSS) launched ReportON.
- The service offers a telephone line and email address to report actual or suspected abuse or neglect of adults with a developmental disability
- You can contact ReportON 24 hours a day, seven days a week. Phone: 1-800-575-2222 Email: reportONdisability@ontario.ca

Future Agenda Items

January: Financial Report – Pearl Fong West

Adjournment:

MOVED by Peter Osterberg

THAT the meeting be adjourned at 12:58pm

NEXT MEETING: January 11, 2017 – 12:00 noon, Schumacher Board Office.

(v/c sites: NLBO, Kapuskasing & Kirkland Lake)

Respectfully submitted on behalf of
Kathy Farrell, **Vice Chair**
Special Education Advisory Committee