

**AVON MAITLAND DISTRICT SCHOOL BOARD**

***Engage, Inspire, Innovate ... Always Learning***

**MINUTES**

**REGULAR BOARD MEETING**

**Monday, June 22, 2015**

**8:00 p.m.**

**Maitland Room, Seaforth Education Centre**

**62 Chalk Street North, Seaforth, ON**

**PRESENT:**

**Trustees:** Judy Cairncross, Lynette Geddes, Robert Hunking, Alyson Kent, Julie Moore (via teleconference), Doug Pratley, Nancy Rothwell, Colleen Schenk, Randy Wagler (via teleconference)

**Senior Staff:** Ted Doherty, Director of Education and Secretary of the Board, Superintendents Mike Ash, Janet Baird-Jackson, Jodie Baker, Peggy Blair and Jane Morris

**Resource Staff:** Steve Howe  
**Recording Secretary:** Barb Crawford

**CALL TO ORDER**

In Chair Wagler's absence, Vice Chair Geddes was Chair for the June 22<sup>nd</sup> board meeting. Trustee Cairncross nominated Trustee Schenk to act as Vice Chair for the June 22<sup>nd</sup> board meeting.

Acting Chair Geddes called the meeting to order at 7:00 p.m. for the Committee of the Whole, Closed Session.

**COMMITTEE OF THE WHOLE, CLOSED SESSION**

<b>MOTION 2015 06 102</b>	<b>(N. Rothwell – A. Kent)</b>
<b>RESOLVED THAT</b> this Board convene into Committee of the Whole, Closed Session.	<b>CARRIED</b>

Acting Vice Chair Schenk was Chair for the Committee of the Whole, Closed Session.

Chair Geddes resumed the Chair at 8:00 p.m. and convened into Regular Session.

**REGULAR SESSION**

<b>MOTION 2015 06 103</b>	<b>(R. Hunking – A. Kent)</b>
<b>RESOLVED THAT</b> this Board reconvene into Regular Session.	<b>CARRIED</b>

## ROUTINE MATTERS

### Approval of Agenda

The following was added to the agenda:  
Items for New Business

#### MOTION 2015 06 104

(J. Cairncross – A. Kent)

**RESOLVED THAT** the agenda be approved as amended.

**CARRIED**

### Declaration of Pecuniary Interest

No trustee made a declaration of pecuniary interest.

### Approval of Minutes

#### MOTION 2015 06 105

(J. Cairncross – A. Kent)

**RESOLVED THAT** the Minutes of the Avon Maitland District School Board meeting held Tuesday, June 9, 2015, be approved as amended.

**CARRIED**

The following amendment was made to the June 9<sup>th</sup> Minutes:

Staff will present a fulsome report on French Immersion in Avon Maitland District School at a board meeting in the fall of 2015.

### Business Arising from the Minutes

There was no business arising from the minutes.

### Committee of the Whole, Closed Session

#### Use of Architect and Mechanical and Electrical Engineers Services

#### MOTION 2015 06 106

(C. Schenk – R. Hunking)

**RESOLVED THAT** the Avon Maitland District School Board confirm the services of Marklevitz Architects Inc. and MNE Engineering Inc. for a term expiring November 30, 2020.

**CARRIED**

#### Internal Audit Plan for 2015/2016

#### MOTION 2015 06 107

(C. Schenk – N. Rothwell)

**RESOLVED THAT** the Avon Maitland District School Board approve the Internal Audit Plan for 2015/2016 as amended and accepted by the Audit Committee.

**CARRIED**

### Strategic Plan Reflection

#### Good News

Superintendent Baird-Jackson attended a recognition ceremony for Murray Hoover who has been a bus driver for 50 years.

Chair Geddes announced that Superintendent Blair has been appointed to the Ministry's Advisory Committee of Special Education.

#### Student Trustee Update

There was not student trustee update.

## Staff Presentations

### Strategic Plan and BIPSA

Director Doherty introduced the annual report and noted that as past practice at this time of year senior administration provides updates to items related to the Strategic Plan and BIPSA. Director Doherty noted 2015/2016 is the final year of the Plan and consultation will begin in the fall of 2015 to enhance the Strategic Plan for 2016 – 2010.

Superintendent Ash highlighted Pathways and the work that has been accomplished related to MyBlueprint and Individual Pathways Plan (IPP). All students in grades 7 to 12 will complete an IPP which allows them the opportunity to create and monitor their progress toward academic and other personal goals in collaboration with school staff and parents. All students in grades 7 to 12 will use MyBlueprint as a tool to assist with course selection, explore career options and to assess personal interests.

Superintendent Blair highlighted the indicators of success in Inclusive Education. Collaborative teacher partners have been asked to complete a self-assessment survey which will be completed the end of June. Data will be available in the fall.

Superintendent Baird-Jackson addressed the Safe Environment strategies and noted OSBIE's review of key areas indicates progression of safety awareness in schools. There have been 608 responses to the voluntary safety culture survey.

## Public Delegations

There were no public delegations.

## RECOMMENDATIONS FOR IMMEDIATE ACTION

### Report of the SEAC re Special Education Budget 2015/2016 (for information)

Superintendent Blair presented the SEAC report noting the Committee recommended the Board approve the draft Special Education Budget for 2015/2016.

### Report of the Finance Committee re Draft 2015/2016 Budget

Finance Committee Chair Geddes highlighted the report noting the Committee had met 3 times to review the budget process. As noted in the report, the Board has long taken a holistic approach to budgeting allowing the budget to align with the Board's priorities. The 2015/2016 budget reflects investments in student outcomes, literacy and numeracy, inclusive education, pathways, safety, and instructional leadership. These items have been established as key elements in the BIPSA.

The Board differentiates between the GSN funded core budget and the various EPO grants. Administrations approach to budgeting was cautious, given the Ministry's caution to boards that cuts may be coming and that staff should plan for a 5% cut. The focus will continue to ensure spending is in line with the Board's Strategic Plan.

### **MOTION 2015 06 108**

**(D. Pratley – R. Hunking)**

**RESOLVED THAT** the Avon Maitland District School Board approve the Operating Revenue and Transfers of Reserves totaling \$196,084,810 and Expense Estimates in the amount of \$196,084,810 for the period of September 1, 2015 to August 31, 2016.  
And that  
the Avon Maitland District School Board approve the Capital allocations and spending in the amount of \$14,610,795 for the period September 1, 2015 to August 31, 2016.

**CARRIED**

Approval of Tender: Drainage and Asphalt at Stephen Central Public School

Superintendent Baird-Jackson reported the project involves structural work at Stephen Central, removing asphalt, drainage work, correcting areas of ponding, new electrical conduit from building to transformer, and then installing new asphalt. The project will be funded through the facilities renewal grant.

**MOTION 2015 06 109****(C. Schenk – R. Hunking)**

**RESOLVED THAT** the Avon Maitland District School Board accept the tender from Dufferin Construction Co. for civil drainage and asphalt work at Stephen Central Elementary School in the tender amount of \$136,602.76.

**CARRIED**Approval of Tender: Washroom Upgrades at Central Perth Elementary School

Superintendent Baird-Jackson noted the project at Central Perth is to upgrade the main student washrooms, replacing original fixtures with new fixtures to address efficiency, repair to the rain water leader, and painting the washrooms. The project will be funded through the facilities renewal grant.

**MOTION 2015 06 110****(J. Cairncross – N. Rothwell)**

**RESOLVED THAT** the Avon Maitland District School Board accept the tender from Lannin Electric Limited for washroom upgrades at Central Perth Elementary School in the amount of \$96,537.38.

**CARRIED**Tenders Over the Summer

Superintendent Baird-Jackson presented the action report that allows work to continue over the summer without requiring the Board to meet to approve tenders.

**MOTION 2015 06 111****(R. Hunking – A. Kent)**

**RESOLVED THAT** the Avon Maitland District School Board proceed with all summer projects as expeditiously as possible;  
and that, the Avon Maitland District School Board grant approval to the successful tender in any project commenced during the summer break period on the understanding that:

- a) each tender is recommended by the appropriate professional;
- b) each tender is recommended by the Director of Education or designate; and
- c) all necessary information is communicated to the Board at its next regular meeting

**CARRIED**Approval of Board Policy #9 re Board Governance ByLaws

Director Doherty presented the suggested amendments which included revision to Section 1.5 re clarification of the timing of the election of the OPSBA delegate and alternate delegate in the year following a trustee election. Section 7.1 was revised to reflect a change from superintendent of business to senior business official as treasure of the board.

**MOTION 2015 06 112****(D. Pratley – R. Wagler)**

**RESOLVED THAT** the Avon Maitland District School Board approve the revisions to Policy #9 *Board Governance ByLaws*.

**CARRIED**

Designation of Treasurer of the Board

Director Doherty explained as a result of the restructuring of senior staff, Financial Services Administrator Cheri Carter will assume the role of Associate Superintendent of Financial Services on August 1, 2015. Following the amendment to Policy #9 Section 7.1 the Associate Superintendent of Financial Services will be eligible to assume the role of Treasurer of the Board.

**MOTION 2015 06 113****(C. Schenk – D. Pratley)**

**RESOLVED THAT** the Avon Maitland District School Board designate Cheri Carter as Treasurer of the Board, effective August 1, 2015, subject to confirmation of eligibility by the Minister of Education.

**CARRIED****INFORMATION AND PROGRESS REPORTS**Chair's Reports

Nil

Director's ReportsReport of the Special Education Advisory Committee re Special Education Plan

Superintendent Blair explained the Plan had been thoroughly reviewed by SEAC on June 17<sup>th</sup>. The report will be available in a user-friendly format on the Board's website.

Boundary Adjustments 2015/2016

Superintendent Ash reported boundary adjustments were a result of a number of reasons including changes in legislation and transportation efficiencies. The report represents Listowel District Secondary School's boundaries for 2015/2016 school year.

Green Energy Act Reporting

Superintendent Baird-Jackson presented the comprehensive report for information.

Expense Statements for the Period of September 1, 2014 to May 31, 2015

Superintendent Baird-Jackson reported at the end of May, nine months into the fiscal year, expenses are tracking with Revised Estimates projections and staff continues to monitor all monthly expenses.

Director's Activities Report

Director Doherty presented the report for information.

Staff Adjustments

The following retirements/resignations have been received:

Sanne Bertens, Educational Assistant at Anne Hathaway PS effective June 26, 2015

Marlene Keranen, Teacher at Listowel District SS effective June 30, 2015

Ruth Buffinga, Secretary at Central Huron SS effective July 31, 2015

JoAnne Pickering, Educational Assistant at South Huron DHS effective August 31, 2015

The following new hires have taken place:

Lee Gibbings, Basic Custodian at Little Falls PS effective July 2, 2015

OPSBA Update

Trustee Hunking, Pratley and Schenk attended OPSBA's annual general meeting on June 11<sup>th</sup> to 13<sup>th</sup>.

Minutes from Board Committees

Audit Committee: May 11, 2015

Correspondence

Letter to French Immersion delegation from Director Doherty dated June 10, 2015

Letters to Federations from Chair Wagler dated June 9, 2015

**NEW BUSINESS**

Trustee Hunking reported, as part of the Skills Gap Working Committee, an Action Plan has been presented to Huron County Council and the Economic Development Board. Trustee Hunking will forward the Action Plan to Trustees for information.

Acting Chair Geddes expressed, on behalf of the trustees, appreciation and best wishes to Superintendent Mike Ash on his upcoming retirement. Superintendent Ash responded, on behalf of Lesley and himself, he thanked the Board for a wonderful and memorable career with the Board.

**ANNOUNCEMENTS**

**Future Board Meetings (at Education Centre unless otherwise noted)**

- Tuesday, September 8, 2015 – 5:00 p.m. Committee of the Whole, Closed Session; 6:00 p.m. Committee of the Whole, Open Session; 8:00 p.m. Regular Board Session
- Tuesday, September 22, 2015 – 6:30 p.m. Committee of the Whole, Closed Session; 7:30 p.m. Student Senate Committee; 8:00 p.m. Regular Board Session

**Future Meetings/Events with Trustee Representation (at Education Centre unless otherwise noted)**

**ADJOURNMENT**

**MOTION 2015 05 114**

**(N. Rothwell – D. Pratley)**

**RESOLVED THAT** this meeting be adjourned at 9:28 p.m.

**CARRIED**

Approved at Seaforth, Ontario  
Date approved

Lynette Geddes  
Acting Chair of the Board

Ted Doherty  
Director of Education and  
Secretary of the Board