



**REGULAR MEETING OF THE BOARD  
AGENDA**

**DATE:** Tuesday, November 27, 2012  
**LOCATION:** Corporate Office, Lindsay  
**TIME:** 6:30 p.m.

**1 CALL TO ORDER**

**2 NATIONAL ANTHEM**

**3 DECLARATION OF POSSIBLE CONFLICT OF INTEREST**

**4 DELEGATIONS/PRESENTATIONS**

**5 APPROVAL OF THE AGENDA/ADDITIONS**

**6 ACTION ITEMS:**

- 6.1 Approval: Board Minutes dated October 23, 2012 (pgs.3 5)
- 6.2 Approval: Special Board Minutes dated November 5, 2012 (pg.6)
- 6.3 Adoption: Committee of the Whole minutes dated November 13, 2012 (pgs.7 9)
- 6.4 Recommendations from November 13, 2012 L. Clodd (pg.10)
- 6.5 Recommendations from In Camera L. Hope
- 6.6 ADMINISTRATIVE REPORTS:
  - 6.6.a Welcoming Signage Report L. Hope (pgs.11 12)
- 6.7 TRUSTEE REPORTS:
  - 6.7.a SEAC Minutes dated October 2, 2012 J. Byrne (pgs.13 16)

**7 INFORMATION ITEMS (VERBAL)**

7.1 ADMINISTRATIVE REPORTS: (verbal)

7.1.a Mileage Update

B. Kaye

7.1.b Administrative Update

L. Hope

7.1.c System Update

C. Shedden

7.2 TRUSTEE REPORTS (verbal):

7.2.a Communications Advisory Committee Meeting Report

J. Hayes

7.2.b Character Development Committee Meeting Report

J. Byrne

7.2.c Staff Recognition Committee Meeting Report

G. Brohman

7.2.d Student Trustee Report

H. Ready

7.2.e OPSBA Report

T. Armstrong

**8 CORRESPONDENCE**

**9 PUBLIC QUESTIONS AND COMMENTS**

**10 NEXT MEETING**

DATE: Tuesday, December 11, 2012

LOCATION: Board Room – Lindsay Corporate Office

VIDEO CONFERENCE: McMurray Room BMLSS

VC Room – Haliburton County Education Centre (formerly the Archie Stouffer Conference Centre)

TIME: 6:30 p.m.

**11 ADJOURNMENT**



**Trillium Lakelands District School Board  
Regular Meeting of the Board  
Public Session**

**Date:** Tuesday, October 23, 2012  
**Location:** Lindsay Corporate Office  
**Time:** 6:30 p.m.

**Present:** D. Alton, T. Armstrong, G. Brohman, J. Byrne, L. Clodd, J. Hayes, B. Reain, K. Round, J. Saunders, H. Ready

**Administration:** L. Dow, B. Barrett, A. Gillespie, L. Hope, B. Kaye, E. Manners, D. Scates, C. Shedden, S. Woon

**1. CALL TO ORDER**

The meeting was called to order at 7:04 p.m.

**2. DECLARATION OF POSSIBLE CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**3. DELEGATIONS/PRESENTATIONS**

**3.1. Program Enhancement Projects**

Director's Office Manager Shedden introduced Leslie Ogilvie 'Boys' Writers Conference'  
 Bracebridge Public School 'Do Something Project' Robin Allison

**4. APPROVAL OF THE AGENDA/ADDITIONS**

Additions: 6.2.c. – School Report – J.Byrne  
 6.2.d. – Bullying in Schools – B. Reain  
 6.2.e. – HHSS Honours Ceremony – G. Brohman  
 6.2.f. – Nutrition D. Alton  
 6.2.g. – Aboriginal Meeting Report – L. Clodd

12 10 105 G. Brohman / B. Reain  
 THAT THE AGENDA BE APPROVED AS AMENDED.  
 Carried.

**5. ACTION ITEMS**

**5.1. Approval: Board Minutes dated September 25, 2012**

12 10 106 T. Armstrong / L. Clodd  
 THAT THE MINUTES OF THE BOARD MEETING DATED SEPTEMBER 25, 2012 BE APPROVED.  
 Carried.

**5.2. Adoption: Committee of the Whole Minutes dated October 9, 2012**

12 10 107 J. Hayes / T. Armstrong  
 THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING DATED OCTOBER 9, 2012  
 BE ADOPTED.

Carried.

**5.3. Recommendations from October 9, 2011**

12 10 108

L. Clodd / B. Reain

THAT THE REPORTING SUSPECTED CHILD MALTREATMENT POLICY – OP 6505 BE APPROVED.

Carried.

12 10 109

L. Clodd / B. Reain

THAT THE CHAIR OF THE BOARD AND THE DIRECTOR OF EDUCATION SEND A JOINT LETTER TO MINISTER OF EDUCATION, LAUREL BROTEN, OUTLINING TLDSB CONCERNS REGARDING ONTARIO REGULATION 274/12 HIRING PRACTICES, AND REQUESTING THAT SHE RESCIND ONTARIO REGULATION 274/12 AS QUICKLY AS POSSIBLE.

Carried.

**5.4. Recommendations from In-Camera**

12 10 110

J. Byrne / J. Hayes

THAT THE HUMAN RESOURCES STAFFING REPORT DATED OCTOBER 23, 2012 BE APPROVED.

Carried.

12 10 111

L. Clodd / B. Reain

THAT THE TEMPORARY APPOINTMENT OF DAVID SORNBERGER AS ACTING DISTRICT PRINCIPAL OF SECONDARY SCHOOL IMPROVEMENT BE APPROVED.

Carried.

**5.5. Administrative Reports**

**5.5.a. 2011-2012 Program Enhancement Report**

Director of Education, Hope provided trustees with the final report for the 2011 2012 Program Enhancement projects.

THE 2011 2012 PROGRAM ENHANCEMENT REPORT WAS RECEIVED FOR INFORMATION.

**5.6. Trustee Reports**

**5.6.a. SEAC Minutes dated October 2, 2012**

Trustee Byrne provided trustees with the SEAC Minutes dated October 2, 2012.

THE SEAC MINUTES DATED OCTOBER 2, 2012 WERE RECEIVED FOR INFORMATION.

**6. INFORMATION ITEMS (VERBAL)**

**6.1 Administrative Reports (verbal)**

**6.1.a Administrative Update**

Director of Education Hope updated Trustees on the following:

- In 2005 2007 all school boards were given \$250,000 per year for the Education for All project and the final report will be published soon
- District School Council was held Thursday, October 18<sup>th</sup> – 36 people attended, 28 were parents discussed additional Parent Engagement activities
- Year 4 of Kindergarten Project VK Greer is about to break ground, Pine Glen is starting addition, Stuart Baker is a week away from tender

Date: October 23, 2012  
Location: Lindsay Corporate Office  
Time: 6:30 p.m.

- Two days of Secondary PD took place last week. Activities were planned and participants selected what they wanted to attend. 32 people attended the first day and 50 people attended the second day.

**6.1.b System Update**

Director's Office Manager Shedden updated trustees on recent events that have occurred and are upcoming in the Board.

**6.2 Trustee Reports (verbal)**

**6.2.a Student Trustee Report**

Student Trustee Ready provided an update from the Group of Seven Bonding Day held October 19, 2012 and the direction the Group of Seven will be taking during 2012-13.

**6.2.b OPSBA Report**

Trustee Armstrong updated trustees about the OPSBA Regional Meeting.

**6.2.c Area Update**

Trustee Byrne updated trustees on his recent school visits.

**6.2.d Bullying in Schools**

Trustee Reain asked for clarification on the practice of Restorative Practices and forward steps being taken regarding a recent bullying event at Huntsville High School.

**6.2.e HHSS Honours Ceremony**

Trustee Brohman updated trustees on the HHSS Honours Ceremony.

**6.2.f Nutrition Committee Meeting Report**

Trustee Alton updated trustees on the Nutrition Committee Meeting held October 10, 2012.

**6.2.g Aboriginal Committee Meeting Report**

Trustee Clodd updated trustees the Aboriginal Education Committee meeting held on October 22, 2012.

**7. CORRESPONDENCE**

**8. MOTION TO ADJOURN**

12 10 112 B. Reain / L. Clodd  
THAT THE BOARD DO NOW ADJOURN AT 8:27 P.M.  
Carried.

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Karen Round, Chairperson of the Board

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Larry Hope, Director of Education

Lisa Dow, Recording Secretary

**Trillium Lakelands District School Board  
Special Meeting of the Board  
Public Session**

**Date:** Monday, November 5, 2012  
**Location:** Lindsay Corporate Office  
**Time:** 6:00 p.m.

**Present:** D. Alton, T. Armstrong, G. Brohman, J. Byrne, L. Clodd, J. Hayes, B. Reain, K. Round, J. Saunders

**Administration:** B. Barrett, A. Gillespie, L. Hope, B. Kaye, E. Manners, D. Scates, C. Shedden, S. Woon

**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

**2. DECLARATION OF POSSIBLE CONFLICT OF INTEREST**

No declarations of conflict of interest.

**3. APPROVAL OF THE AGENDA/ADDITIONS**

12 11 J. Bryne / T. Armstrong  
 THAT THE AGENDA BE APPROVED.  
 Carried.

**4. ACTION ITEMS**

**4.1. Recommendations from In-Camera**

12 11 J. Byrne / J. Saunders  
 THAT TLDSB SENIOR ADMINISTRATION IS GIVEN THE AUTHORITY TO LOCK OUT SECONDARY SCHOOL TEACHERS EITHER AT INDIVIDUAL SECONDARY SCHOOLS, WHICH INCLUDES THE SCHOOL OF ALTERNATE EDUCATION, OR ALL TLDSB SECONDARY SCHOOLS IF IT IS DETERMINED BY SENIOR ADMINISTRATION THAT THE SAFETY AND SECURITY OF STUDENTS IS JEOPARDIZED.  
 Carried.

**5. MOTION TO ADJOURN**

12 11 J. Saunders / L. Clodd  
 THAT THE BOARD DO ADJOURN AT 7:02 p.m.  
 Carried.

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Karen Round, Chairperson of the Board

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Larry Hope, Director of Education

Catherine Shedden, Recording Secretary

**Trillium Lakelands District School Board  
Committee of the Whole Meeting of the Board  
Public Session**

**Date:** Tuesday, November 13, 2012

**Location:** BMLSS – McMurray Room

**Video Conference:** Corporate Office, Lindsay Education Centre – Board Room  
Haliburton County Education Centre – VC Room

**Time:** 6:30 p.m.

**Present:** D. Alton, T. Armstrong, G. Brohman, J. Byrne, L. Clodd, J. Hayes, B. Reain,  
K. Round, J. Saunders

**Regrets:** H. Ready

**Administration:** B. Barrett, A. Gillespie, L. Hope, B. Kaye, E. Manners, D. Scates, C. Shedden,  
S. Woon

**1. CALL TO ORDER**

The meeting was called to order at 6:55 p.m.

**2. DECLARATION OF POSSIBLE CONFLICT OF INTEREST**

None were declared.

**3. DELEGATIONS/PRESENTATIONS**

No delegations or presentations.

**4. APPROVAL OF THE AGENDA/ADDITIONS**

G. Brohman / J. Byrne

THAT THE AGENDA BE APPROVED.

Carried.

**5. ACTION ITEMS**

**5.1. Administrative Reports**

**5.1.a. Program Enhancement Report**

Director of Education Hope presented Trustees with the Program Enhancement Fund recipients for 2012 2013.

THE PROGRAM ENHANCEMENT REPORT DATED NOVEMBER 13, 2012 WAS RECEIVED FOR INFORMATION.

Date: Tuesday, November 13, 2012  
Location: BMLSS – McMurray Room  
Time: 6:30 p.m.

COMMITTEE OF THE WHOLE MEETING  
Public Session

8/16

**5.1.b. Review: OP-6514 School Year Calendar Policy**

Superintendent of Elementary Operations, Gillespie presented Trustees with the OP 6514 School Year Calendar Policy.

T. Armstrong / J. Hayes

THAT THE SCHOOL YEAR CALENDAR POLICY OP 6514 BE APPROVED.  
Carried.

**5.1.c. Review: OP-6515 School Year Calendar Procedure**

Superintendent of Elementary Operations, Gillespie presented Trustees with the OP 6515 School Year Calendar Procedure.

THE SCHOOL YEAR CALENDAR PROCEDURE OP 6515 WAS RECEIVED FOR INFORMATION.

**5.1.d. Review: BD-2007 District School Council / Parent Involvement Committee Policy**

Director of Education, Hope presented Trustees with the BD 2007 District School Council / Parent Involvement Committee Policy.

J. Byrne / B. Reain

THAT THE DISTRICT SCHOOL COUNCIL / PARENT INVOLVEMENT COMMITTEE POLICY BD 2007 BE APPROVED.  
Carried.

**5.1.e. Review: BD-2008 District School Council / Parent Involvement Committee Procedure**

Director of Education, Hope presented Trustees with the BD 2008 District School Council / Parent Involvement Committee Procedure.

THE DISTRICT SCHOOL COUNCIL / PARENT INVOLVEMENT COMMITTEE PROCEDURE BD 2008 WAS RECEIVED FOR INFORMATION.

**5.1.f. Review: BD-2400 Environmental Impact Policy**

Director of Education, Hope presented Trustees with the BD 2400 Environmental Impact Policy.

T. Armstrong / G. Brohman

THAT THE ENVIRONMENT IMPACT POLICY BD 2400 BE APPROVED.  
Carried.

**5.1.g. Review: BD-2401 Environmental Impact Procedure**

Director of Education, Hope presented Trustees with the BD 2401 Environmental Impact Procedure.

THE ENVIRONMENT IMPACT PROCEDURE BD 2401 WAS RECEIVED FOR INFORMATION.

**5.1.h. Review: BU-2022 Copyright Use Policy**

Superintendent of Business, Kaye presented Trustees with the BU 2022 Copyright Use Policy.

B. Reain / J. Hayes

THAT THE COPYRIGHT USE POLICY – BU 2022 BE APPROVED.  
Carried.



**5.1.i. Review: BU-2023 Copyright Use Procedure**

Superintendent of Business, Kaye presented Trustees with the BU 2023 Copyright Use Procedure.

THE COPYRIGHT USE PROCEDURE – BU 2203 WAS RECEIVED FOR INFORMATION.

**1.1. Trustee Reports**

**2. INFORMATION ITEMS (VERBAL)**

**2.1. Administrative Reports (verbal)**

**2.1.a. Administrative Update**

Director Hope updated trustees on the following:

- Have met to review program enhancement applications
- Welcoming signage committee has come together once – have had an opportunity to review signage at all schools – committee will make final determinations to bring a report back in January
- November 23<sup>rd</sup> will be a Professional Development Day
- Thank you to trustees for attending Mental Health Summit – we were very well represented by trustees and staff alike
- Excellent representation at all three community breakfasts

**2.2. Trustee Reports (verbal)**

**2.2.a. Student Trustee Report**

Communications Manager Shedden reported for Student Trustee Ready on Group of Seven and OSTA AECO events and plans for the upcoming year.

**2.2.b. OPSBA Report**

Trustee Clodd provided an update from OPSBA.

**3. CORRESPONDENCE**

**4. QUESTIONS AND COMMENTS**

**5. MOTION TO ADJOURN**

B. Reain / T. Armstrong

THAT THE BOARD DO NOW ADJOURN AT 7:26 p.m.

Carried.

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Louise Clodd, Vice Chairperson of the Board

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Larry Hope, Director of Education

Catherine Shedden, Recording Secretary

## TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE

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**DATE:** November 13, 2012

**TO:** Trustees

**ORIGIN:** November 13, 2012 – Committee of the Whole Meeting

**REFERENCE:** November 27, 2012 – Regular Meeting of the Board

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L. Clodd /

THAT THE SCHOOL YEAR CALENDAR POLICY OP 6514 BE APPROVED.

L. Clodd /

THAT THE DISTRICT SCHOOL COUNCIL / PARENT INVOLVEMENT COMMITTEE POLICY BD 2007 BE APPROVED.

L. Clodd /

THAT THE ENVIRONMENT IMPACT POLICY BD 2400 BE APPROVED.

L. Clodd /

THAT THE COPYRIGHT USE POLICY – BU 2022 BE APPROVED.

## TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

## ADMINISTRATIVE REPORT

**DATE:** November 20, 2012

**TO:** Trustees

**SUBJECT:** Welcoming Signs in Schools

**ORIGIN:** Larry Hope – Director of Education

**REFERENCE:** Regular Board Meeting – November 27, 2012

**PURPOSE:** To present to trustees the results from the review of welcoming signage in schools.

**CONTEXT:** In September 2012 trustees passed the following motion:

“That an ad hoc committee be formed with senior administration to review welcoming signage at TLDSB schools to ensure, among other things, consistency; and that all trustees have the right to be on the proposed ad hoc committee to review welcoming signage in schools – and that a report is brought forward in January 2013.”

**CONTENT:** An ad hoc committee of trustees, administrators, and central office staff met twice to review welcoming signage and to engage in discussions regarding the possibility of a consistent sign for all TLDSB schools. Discussions included the elements and wording that needed to be on all signs that were representative of TLDSB mission, beliefs, and values.

Committee members agreed on the following wording:

*Welcome  
In our school we want everyone to feel accepted,  
respected, and safe.  
Please begin your visit at the main office where  
school staff will be happy to help you.*

*(backdoor signs: Visitors are asked to use the main  
entrance and begin your visit at the main office  
where school staff will be happy to help you.)*

Durable signs will be developed for front and back entrances for all TLDSB schools and buildings (see attached example)



## TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

ADMINISTRATIVE REPORT

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**DATE:** November 20, 2012  
**TO:** Trustees  
**SUBJECT:** SEAC Minutes dated October 2, 2012  
**ORIGIN:** John Byrne, Trustee  
**REFERENCE:** Regular Board Meeting – November 27, 2012

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**PURPOSE:** To provide the Board with the SEAC Minutes.

**CONTEXT:** The attached minutes provide information on the latest SEAC activity.

**CONTENT:** The SEAC Minutes attached includes information on:

- Staff Updates
- EQAO for Students with Special Needs Update
- Association News

**TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD  
SPECIAL EDUCATION ADVISORY COMMITTEE  
Minutes**

Date: Tuesday, October 2, 2012  
Time: 5pm  
Location: Haliburton County Education Centre, Minden (formerly known as ASCC) -  
Face to Face Dinner Meeting

Members Present: A. Armstrong, A. Brown, J. Byrne, M. Johnstone,  
L. Kuzmyk, K. Langston, B. Reain, P. Smith, P. Stephenson  
Regrets: J. Balfour, D. Callan  
Staff Present: J. Andreasen, J. Johnston, S. Woon  
Guests: Director of Education L. Hope

**1. Approval of Agenda**

Moved by M. Johnstone, seconded by K. Langston  
That the agenda be approved as presented  
Carried.

**2. Approval of Minutes of Tuesday, September 4, 2012**

Moved by A. Armstrong, seconded by B. Reain  
That the minutes from the September 4, 2012 SEAC meeting be approved as  
presented  
Carried.

**3. Staff Update**

Superintendent Shelley Woon provided the following updates to SEAC regarding  
Board, staff and department initiatives:

- Staffing Updates:
  - One of the temporary Psychoeducational Consultant position has been filled in the Bracebridge Office; Jenny Cardwell started in September 2012
  - The 0.5 SSAC position, covering Tamica Herod's 0.5 LOA has been filled; Eva Watson will start Oct 15, 2012
  - SSAC Maija Kassela will be retiring October 31; a posting went out today for the position. Target hire-date is mid-October so the department can proceed without gap in service
  - There is still one outstanding Psychoeducational Consultant position to fill. The posting just closed; the successful candidate will ideally will work out of MEC.

- On October 12, Director Hope, Superintendent Shelley Woon and Coordinator of Specialized Services Jennifer Johnston will attend the Ministry of Education Session: *Essential for Some Good For All*.

Coordinator of Specialized Services Jennifer Johnston provided the following updates to SEAC regarding initiatives occurring in the system:

- The department is currently hosting the Family of Schools meetings. Topics for discussion with SERTS and Special Education Heads include:
  - Key messages
  - IEP database
  - Guest speakers from CCAC re: referral protocols
- There will be an optional EA PA Day on Friday October 5. Self-selected PD opportunities across the board will be available to EAs on that day including: BMS, Restorative Practice, First Aid, Autism, Anxiety and working with Blind and Low Vision students. About 200 EAs have signed up (optional work day)
- A current focus for the consultants is providing job-embedded PD at the school level. PD can be targeted for teachers or EAs or other staff and based around student needs in the schools.

#### **4. Update from the Director of Education**

Director Larry Hope shared information with the Committee on the TLDSB 2012-2013 strategic directions. A summary document was distributed and members were encouraged to look at the detailed report online. Highlights of particular interest to SEAC included:

- Children's Mental Health
  - CCAC Mental Health Nurses (northern based out of BMLSS and southern based out of LCVI)
  - Children's Mental Health Summit
- Plans for special education initiatives
- Working with Community Partners
- IEP Database (built by TLDSB staff)

#### **5. EQAO Results for Students with Special Needs**

Superintendent Shelley Woon shared the 2011-2012 EQAO results for Students with Special Needs with the Committee.

One of the areas of focus for TLDSB improvement overall is math. Two strategies include:

- Ensuring that all grade 7-10 students in TLDSB have access to the online Homework Help initiative for math
- Supporting Math AQ courses for teachers

Next steps to further support students:

- Auditing Early Reading Intervention Practices
- Continue with Boys' Early Reading Intervention Inquiry (Technology)
- Explore Mathematics Interventions

3 of 3

- Expand Re-Reading Programs
- Learning Strategies Classes

**6. Association and Community News**

Leslie Kuzmyk from the Tourette Foundation Muskoka Chapter shared the following updates with SEAC:

- Children's Voice Foundation offered Muskoka Tourette's Foundation 25 tickets to attend South Muskoka Shield game in October
- The AGM will occur on October 13
- Trek for Tourette will be in March 2013
- The Tourette National Conference in Nova Scotia this year

**7. Discussion**

Students with Special Needs and extracurricular activities

**8. Correspondence**

**9. Future Business**

- DSO (Development Services Ontario) presentation

**10. Next Meeting**

Tuesday, November 6, 2012, 5pm  
Videoconference

**11. Adjournment**

Moved by L. Kuzmyk, Seconded by P. Smith  
That the meeting be adjourned  
Carried.