REGULAR MEETING OF THE BOARD
AGENDA

DATE: Tuesday, May 26, 2015
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
4.1 G7 Student Senate ----------------------------------------------- L. Hope

5 APPROVAL OF THE AGENDA/ADDITIONS

6 ACTION ITEMS:
6.1 Approval: Board Minutes dated April 28, 2015 ------------------------- (pgs.3-7)
6.2 Adoption: Committee of the Whole minutes dated May 12, 2015---------- (pgs.9-11)
6.3 Recommendations from May 12, 2015 ---------------------------------- J. Byrne (pg.12)
6.4 Recommendations from In-Camera -------------------------------------- L. Hope

6.5 ADMINISTRATIVE REPORTS:
6.5.a 2015-2016 Budget Review ------------------------------------------ B. Kaye (pg.13)

6.6 TRUSTEE ELECTION:
6.6.a OPSBA Delegate
6.6.b OPSBA Delegate Alternate

6.7 TRUSTEE REPORTS:
6.7.a SEAC Minutes dated April 7, 2015 ----------------------------------- D. Morrison (pgs.14-18)
7 INFORMATION ITEMS (VERBAL)

7.1 ADMINISTRATIVE REPORTS: (verbal)

7.1.a Administrative Update--------------------------------------------------------------- L. Hope
7.1.b System Update ----------------------------------------------------------------------- C. Shedden

7.2 STUDENT TRUSTEE REPORTS (verbal):

7.2.a G7 Student Senate Report -------------------------------------------------------- B. Goulem
7.2.b OSTA-OECO Report ----------------------------------------------------------------- B. Goulem

7.3 TRUSTEE REPORTS (verbal):

7.3.a Aboriginal Education Committee Report -------------------------------------- L. Clodd
7.3.b OPSBA Report ----------------------------------------------------------------------- K. Round

8 CORRESPONDENCE

9 PUBLIC QUESTIONS AND COMMENTS

10 NEXT MEETING

DATE: Tuesday, June 9, 2015
LOCATION: Board Room – Lindsay Education Centre
VIDEO CONFERENCE: VC Room – Muskoka Education Centre
                  VC Room – Haliburton County Education Centre
TIME: 6:30 p.m.

11 ADJOURNMENT
Trillium Lakelands District School Board
Regular Meeting of the Board
Public Session

Date: Tuesday, April 28, 2015
Location: Lindsay Corporate Office
Time: 6:30 p.m.


Regrets: D. Alton

Administration: B. Barrett, W. Browne, K. Cutler, A. Gillespie, L. Hope, B. Kaye, E. Manners, D. Scates, C. Shedden

1. CALL TO ORDER
   The meeting was called to order at 6:50 p.m.

2. DECLARATION OF POSSIBLE CONFLICT OF INTEREST
   There were no conflicts of interest.

3. DELEGATIONS/PRESENTATIONS
   3.1. Feed All Four
        Director Hope introduced Special Programs Consultant, Heather Truscott, Healthy Active Living Consultant David Lyons, and Manager of Mental Health Services, Cheryl Roffe, to speak about the Feed All Four model.

4. APPROVAL OF THE AGENDA/ADDITIONS

   15-04-28  J.BYRNE / S.BINSTOCK
   THAT THE AGENDA BE APPROVED AS PRESENTED.
   Carried.

ACTION ITEMS

   4.1. Approval: Board Minutes dated March 24, 2015

   15-04-29  G.BROHMAN / K.ROUND
   THAT THE MINUTES OF THE BOARD MEETING DATED MARCH 24, 2015 BE APPROVED.
   Carried.
4.2. Adoption: Committee of the Whole Minutes dated April 14, 2015

15-04-30 K.ROUND / J.BYRNE
THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING DATED APRIL 14, 2015 BE ADOPTED.
Carried.

4.3. Recommendations from April 14, 2015

15-04-31 J. BYRNE / J. SAUNDERS
THAT THE BOARD RETAIN THE TRAVEL RATE FOR REIMBURSEMENT OF STAFF FOR USE OF A PERSONAL VEHICLE ON BOARD BUSINESS AT 45 CENTS/KM, EFFECTIVE MAY 1, 2015.
Carried.

15-04-32 J. BYRNE / G. BROHMAN
THAT THE HR-4040 STAFF PERFORMANCE APPRAISAL POLICY BE APPROVED.
Carried.

15-04-33 J. BYRNE / D. MORRISON
THAT THE HR-4030 ONTARIO’S OCCUPATIONAL HEALTH AND SAFETY ACT: PREVENTION AND RESOLUTION OF WORKPLACE HARASSMENT POLICY BE APPROVED AS AMENDED.
Carried.

15-04-34 J. BYRNE / K. ROUND
THAT THE BU-3529 SCHOOL FUNDS ADMINISTRATION POLICY BE APPROVED AS PRESENTED.
Carried.

15-04-35 J. BYRNE / D. MORRISON
THE ES-5020 THIRD PARTY PROTOCOL FOR EXTERNAL PROFESSIONALS AND/OR PARAPROFESSIONALS POLICY BE APPROVED AS PRESENTED.
Carried.

4.4. Recommendations from In-Camera

15-04-36 J. BYRNE / J. SAUNDERS
THAT THE REPORT ON SURPLUS PROPERTY BE APPROVED.
Carried.

15-04-37 J. BYRNE / S. BINSTOCK
THAT THE HUMAN RESOURCES STAFFING REPORT DATED APRIL 28, 2015 BE APPROVED.
Carried.

15-04-38 K. ROUND / B. REAIN
THAT THE APPOINTMENT OF DONALD MACIVER TO THE VICE-PRINCIPAL POOL EFFECTIVE APRIL 28, 2015 BE APPROVED.
Carried.
K. ROUND / B. REAIN
THAT THE APPOINTMENT OF DAVID WAITO TO THE VICE-PRINCIPAL POOL EFFECTIVE APRIL 28, 2015 BE APPROVED.
Carried.

K. ROUND / B. REAIN
THAT THE APPOINTMENT OF LIANNA JAMES TO THE VICE-PRINCIPAL POOL EFFECTIVE APRIL 28, 2015 BE APPROVED.
Carried.

K. ROUND / B. REAIN
THAT THE APPOINTMENT OF RORY ELLIS TO THE VICE-PRINCIPAL POOL EFFECTIVE APRIL 28, 2015 BE APPROVED.
Carried.

K. ROUND/B. REAIN
THAT THE APPOINTMENT OF BILL THOMPSON TO THE VICE-PRINCIPAL POOL EFFECTIVE APRIL 28, 2015 BE APPROVED.
Carried.

K. ROUND / B. REAIN
THAT THE APPOINTMENT OF BARB DAVIES TO THE VICE-PRINCIPAL POOL EFFECTIVE APRIL 28, 2015 BE APPROVED.
Carried.

B. REAIN / S.BINSTOCK
THAT THE APPOINTMENT OF NORAH MORRISON TO THE PRINCIPAL POOL EFFECTIVE APRIL 28, 2015 BE APPROVED.
Carried.

4.5. Administrative Reports

4.5.a. Surplus Management Report
Superintendent of Business Kaye presented the Surplus Management Report.

K. ROUND / J. BYRNE
THAT THE SURPLUS MANAGEMENT REPORT BE AMENDED SUCH THAT “EDUCATION FUNDING TRANSITION SUPPORTS” NOW READ “EDUCATION FUNDING TRANSITION SUPPORTS (OTHER)” AT A VALUE OF $300,000.00, AND THAT THERE BE AN INSERTION OF THE LINE “SPECIAL EDUCATION FUNDING TRANSITION AND SUPPORTS” AT A VALUE OF $1,200,000.00.
Carried.

J. BYRNE / K. ROUND
THAT THE SURPLUS MANAGEMENT REPORT BE APPROVED AS AMENDED.
Carried.
4.6. Trustee Reports

4.6.a. SEAC Minutes dated March 10, 2015

Trustee Morrison provided trustees with the SEAC Minutes dated March 10, 2015.

THE SEAC MINUTES DATED MARCH 10, 2015 WERE RECEIVED FOR INFORMATION.

5. INFORMATION ITEMS (VERBAL)

6.1 Administrative Reports (verbal)

6.1.a. Summer School Update

Superintendent Scates introduced District Principal David Golden who updated trustees on upcoming plans for the 2015 summer school program.

6.1.b. Administrative Update

Director of Education Hope updated Trustees on the following:

- IE Weldon Secondary School Student Daniel Sparks received the Lieutenant Governor volunteer medal for her work with a variety of community organizations.
- Representatives from Hastings And Prince Edward County District School Board and Rainbow District School Board recently visited Bracebridge Public School to see how mindfulness is being incorporated into the curriculum.
- The Superintendents and the Director will be meeting with Ministry representatives for the final BIPSA discussion of the school year.
- Students from Fenelon Falls Secondary School, LCVI, and Huntsville High School will be attending the upcoming skilled trades competition in Waterloo.
- On April 21 and 22, a team of ten Board representatives attended a Ministry discussion on the revised health and physical education curriculum.
- Registration has opened for “Leaders 2 Learners,” formerly known as “Math Camppp.” The program has been rebranded to incorporate a technology component.
- Teachers Jackie Brown of LCVI and Cara McLeod from Gravenhurst Public School have been selected as torch bearers for the upcoming Pan Am Games.

6.1.c. System Update

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

6.2 Student Trustee Reports (verbal)

6.2.a. G7 Student Senate Report

Student Trustee Goulem updated trustees on the G7 events, including the April 24, 2015 leadership conference.
6.2.b OSTA-AECO Report
Student Trustee Goulem reported on the recent OSTA-AECO Board events.

6.3 Trustee Reports (verbal)
6.3.a Safe and Accepting Schools Committee Meeting Report
Trustee Brohman reported on the recent Safe and Accepting Schools Committee meeting.

6.3.b OPSBA Report
Trustee Round provided the most recent OPSBA documentation and listed the upcoming OPSBA events.

7. CORRESPONDENCE

8. MOTION TO ADJOURN
15-04-47 K. ROUND / B. REAIN
THAT THE BOARD DO NOW ADJOURN AND RETURN TO INCAMERA SESSION AT 8:03 P.M.
Carried.

The Board reconvened in public session at 8:16 P.M.

15-04-48 J. BYRNE / K. ROUND
THAT THE BOARD DO NOW ADJOURN AT 8:16 P.M.
Carried.

_________________________________ _________________________________
Louise Clodd, Chairperson of the Board Larry Hope, Director of Education

Wendy Browne, Recording Secretary
1. **CALL TO ORDER**

   The meeting was called to order at 6:30 p.m.

2. **DELEGATIONS/PRESENTATION**

3. **DECLARATION OF POSSIBLE CONFLICT OF INTEREST**

   None were declared.

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

   B. Reain / S. Binstock
   THAT THE AGENDA BE APPROVED.
   Carried.

5. **ACTION ITEMS**

   5.1. **Administrative Reports**

   5.1.a. **Students Bussed Out of TLDSB**

      Superintendent of Business Kaye presented the report on students bussed out of TLDSB to trustees.

      B. Reain / D. Morrison
      THAT STAFF BE DIRECTED TO IDENTIFY THE STUDENTS THAT HAVE BEEN ELIGIBLE TO BE TRANSPORTED OUT OF TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD UNDER THE PAST PRACTICE AND ARE REGISTERED AT THOMAS A. STEWART SECONDARY SCHOOL AND MIDLAND SECONDARY SCHOOL AS OF SEPTEMBER 2015. ONLY THE STUDENTS
REGISTERED AT THESE SCHOOLS AS OF SEPTEMBER 2015 WILL BE ELIGIBLE FOR
TRANSPORTATION TO THESE SCHOOLS AND TRANSPORTATION WILL ONLY BE PROVIDED
BY TLDSB UNTIL THE END OF THE 2018-2019 SCHOOL YEAR.

AND THAT, EFFECTIVE SEPTEMBER 2016, ALL OTHER SECONDARY STUDENTS IN THESE
AREAS WILL ONLY BE ELIGIBLE FOR TRANSPORTATION FROM TLDSB TO THEIR RESPECTIVE
TLDSB SECONDARY SCHOOLS.

Carried.

5.1.b. ES-5000 Volunteer Helpers in School Policy

Superintendent Scates presented the ES-5000 Volunteer Helpers in School Policy.

L. Clodd / G. Brohman

THAT THE TRUSTEES APPROVE THE ES-5000 VOLUNTEER HELPERS IN SCHOOL POLICY.

Carried.

5.1.c. ES-5001 Volunteer Helpers in School Procedure

Superintendent Scates presented the ES-5000 Volunteer Helpers in School Procedure for
information.

THE ES-5001 VOLUNTEER HELPERS IN SCHOOL PROCEDURE WAS RECEIVED FOR
INFORMATION.

5.1.d. ES-5570 Promotion, Retention, or Acceleration of Students Policy

Superintendent Gillespie presented the ES-5570 Promotion, Retention, or Acceleration of
Students Policy.

S. Binstock / D. Morrison

THAT THE TRUSTEES APPROVE THE ES-5570 PROMOTION, RETENTION, OR ACCELERATION
OF STUDENTS POLICY.

Carried.

5.1.e. ES-5571 Promotion, Retention, or Acceleration of Students Procedure

Superintendent Gillespie presented the ES-5570 Promotion, Retention, or Acceleration of
Students Procedure for information.

THE ES-5571 PROMOTION, RETENTION, OR ACCELERATION OF STUDENTS PROCEDURE
WAS RECEIVED FOR INFORMATION.

5.2 Trustee Reports:

6. INFORMATION ITEMS (VERBAL)

6.1. Budget Overview

Superintendent Kaye presented the budget overview.
6.2. Administrative Reports (verbal)

6.2.a. Administrative Update
Director Hope updated trustees on the following:
- Survey of basketball nets on school properties – only 3 schools do not have basketball nets, and all but 2 schools have basketballs available for student use.
- Twice this year we have offered schools the opportunity for additional funding for school nourishment programs. We have provided funding to all school requests up to a maximum of $1000, there will be one more opportunity for schools to request funding before the end of the year.
- Attended Muskoka Community Foundation celebration which was an opportunity to come together with sponsors and donors and hear about the scope of the work taking place in Muskoka. Many of our schools in Muskoka are the benefactors of this work.

6.2.b. System Update
Director’s Office Manager Shedden shared photos from the May 2 “Take Me Outside To Learn” event held in Muskoka.

6.3. Student Trustee Reports (verbal)

6.3.a. G7 Student Senate Report
Student Trustee Goulem reported on recent G7 Student Senate activities.

6.3.b. OSTA-AECO Report
Student Trustee Goulem provided an update on activities with OSTA-AECO.

6.4. Trustee Reports (verbal)

6.4.a. District School Council – Parent Involvement Committee Report
Chair Clodd presented the District School Council – Parent Involvement Committee meeting report.

6.4.b. Two Minute Update
i. Trustee Brohman thanked the Secondary School Improvement and Student Success Department for their work in taking trustees to the Skilled Trades Competition in Waterloo last week. Trustee Byrne and Trustee Saunders also shared their gratitude.

ii. Trustee Chair Clodd shared about her attendance at the GSA conference at Bark Lake last Friday.

7. CORRESPONDENCE

8. QUESTIONS AND COMMENTS
9. Next Meeting

Date: Tuesday, May 26, 2015
Location: Board Room – Corporate Office, Lindsay Education Centre
Time: 6:30 p.m.

10. MOTION TO ADJOURN

B. Reain / L. Clodd
THAT THE BOARD DO NOW ADJOURN AT 7:32 PM
Carried.

_________________________________ _________________________________
John Byrne, Vice Chairperson of the Board Larry Hope, Director of Education
Catherine Shedden, Recording Secretary
DATE: May 12, 2015
TO: Trustees
ORIGIN: May 12, 2015 – Committee of the Whole Meeting
REFERENCE: May 26, 2015 – Regular Meeting of the Board

J. Byrne /

That staff be directed to identify the students that have been eligible to be transported out of Trillium Lakelands District School Board under the past practice and are registered at Thomas A. Stewart Secondary School and Midland Secondary School as of September 2015. Only the students registered at these schools as of September 2015 will be eligible for transportation to these schools and transportation will only be provided by TLDSB until the end of the 2018-2019 school year.

And that, effective September 2016, all other secondary students in these areas will only be eligible for transportation from TLDSB to their respective TLDSB secondary schools.

J. Byrne /

That the Trustees approve the ES-5000 Volunteer Helpers in School Policy.

J. Byrne /

That the Trustees approve the ES-5570 Promotion, Retention, or Acceleration of Students Policy.
TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD
ADMINISTRATIVE REPORT

DATE: May 26, 2015
TO: Board Trustees
ORIGIN: Bob Kaye, Superintendent of Business
SUBJECT: 2015-2016 Budget
REFERENCE: Board Meeting – May 26, 2015

PURPOSE: To review the 2015-2016 Budget.


CONTENT: The 2015-2016 budgeting process began in January 2015 with the review of the Revised Estimates for 2015, and the projected enrolments for 2015-2016. This was followed by a review of the surplus management plan in April and May where key Board initiatives were identified that would be considered in the budget, including literacy coaches, student success EA’s, eco schools, support for computers, Tech Camp, quality daily physical education programming and an Outdoor Learning Conference. The Grants for Student Needs (GSN’s) were provided by the Ministry in late April, and staff began reviewing the impact on the budget of the new grant structure. There were changes provided in the GSN document, and these changes were shared with Trustees at the May 12th Committee of the Whole meeting.

The Draft 2015-2016 Budget has been provided for consideration, discussion and review by the Board. Additional meetings for review will be scheduled if required. The tentative date for approval of the draft budget is at the June 9th Board meeting.

The draft budget document projects a draw from the surplus balance for the 2015-2016 operating year of $3,991,000. As this amount exceeds 1% of the Board’s operating grants for the year (approximately $1.8 million) we will require Ministry approval to accommodate these expenditures.

ACTION: Recommendation that the draft budget for the year ended August 31, 2016, be received for information, and that administration be directed to request approval from the Ministry for the balance of $3,991,000 to be drawn from surplus.
TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

TRUSTEE REPORT

DATE: May 21, 2015

TO: Trustees

SUBJECT: SEAC Minutes dated April 7, 2015

ORIGIN: David Morrison, Trustee

REFERENCE: Regular Board Meeting – May 26, 2015

PURPOSE: To provide the Board with the SEAC minutes.

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

CONTENT: The April 7, 2015 SEAC Minutes attached include information on:

- Special Education Plan
- Special Needs Strategy
- Feed All Four
- SEAC Communications – webpage on the Board website
Date: Tuesday, April 7, 2015
Time: 5pm
Location: Video Conference

Regrets: L. Burgess, L. Morin, J. Read
Staff Present: J. Andreasen, K. Cutler, C. Roffe, H. Truscott, D. Lyons

1. Approval of Agenda
   Moved by K. Round, seconded by A. Brown
   That the agenda be approved as presented
   Carried.

2. Approval of Minutes of March 4, 2015
   Moved by K. Round, seconded by D. Morrison
   That the minutes from the March 4, 2015 SEAC meeting be approved as presented
   Carried.

3. Updates
   Superintendent Kevin Cutler provided the following updates to SEAC regarding Board, staff and department initiatives:

   - Special Education Plan:
     o Last year a full review was completed, with SEAC input
     o For this year, the Plan only needs some updates
     o Will do a review of section 10 of the Special Education Plan (Categories of Exceptionalities, System Classes) in partnership with the Special Education Advisory Team and SEAC
     o SEAC always welcome to provide input in relation to Special Education Plan- for those who would like to review it, it can be accessed at http://tldsb.ca/programs/special-education/

   - Special Needs Strategy:
     o The lead agencies for Coordinated Services Planning have been identified:
       ▪ Five Counties (Peterborough/Kawartha Lakes/Halliburton)
       ▪ One Kids Place (Nipissing/Parry Sound/Muskoka)
     o Both Area Steering Committees have been offering feedback sessions for parents and agencies
     o Plan is due in June for Coordinated Services Planning
Plan is due in September for Integrated Rehabilitation Services

**Provincial SEAC Conference (MACSE):**
- Occurring on May 2, 2015 in Toronto
- The conference is being hosted by the Minister’s Advisory Council on Special Education (MACSE)
- The following SEAC members have committed to attend:
  - Janice Balfour (SEAC Chair)
  - Kevin Cutler (Superintendent)
  - David Morrison (Trustee)
  - Leslie Burgess (Existing Member)

**Provincial Funding:**
- TLDSB is in the process of reviewing funding, staffing and budgets for 2015-2016
- SEAC will be given opportunity to provide feedback into the budget and staffing
- Superintendent of Business Bob Kaye is willing to attend SEAC in June and share an explanation of the Ministry of Education Budget changes

4. **Presentation: Feed All Four** *(Manager of Mental Health and Student Well Being Cheryl Roffe, Consultants Heather Truscott and Dave Lyons)*

Feed All Four aligns wellness and achievement as complementary to one another and focuses on the *Whole Child* and *Whole Person*.

Feed All Four is not meant to be an additional initiative, but rather a ‘way of being’ and an awareness/promotion of how staff and students ensure they are supporting wellness in mind, body, spirit and emotions in everything they are already doing.

The big picture goal is to create a culture of wellness in all of our schools; currently the team is working on awareness of the ‘what/ why’ of Feed All Four and is working toward rolling out the ‘how/ when’.

Everyone should always be in the mindset of: *have I fed my four today?*

Resources
- [www.puzzlepeace.ca](http://www.puzzlepeace.ca)
- #feedallfour
- #TLDSBlearns
- #puzzlepeace
- #tldspuzzlepeace
- #healthyTLDSB
5. **Discussion: Special Education Plan Review**  
* (Superintendent Kevin Cutler)

- Addressed in Update Section
- SEAC to look at section 10 in preparation for the May meeting

6. **Initiative Updates:**

- SEAC Communications- Website  
  - SEAC page is in development on the tldsb.ca website  
  - Will include:
    - Overview of SEAC;  
    - Minutes;  
    - Highlights of Meetings;  
    - Links to community partners.
  - The Communications Department is working on site development

7. **Association and Community News**

- No updates shared from Members

8. **Items for Discussion/ Consideration for Action**

- Trustee Round recommended that TLDSB consider:
  - Compiling historical data regarding Special Education Funding in TLDSB  
  - SEAC writing a letter to the Ministry voicing funding concerns  
  - SEAC lobbying OPSBA and other SEACs to do the same

- SEAC Member Roxana Vernescu suggested:
  - Explore what kind of data TLDSB has access to and what it means

**ACTION ITEMS**

**ACTION:** SEAC put forward a request that Superintendent Cutler to compile data for consideration at May 2015 SEAC meeting as follows:

- Numbers of IEPs;  
- Number of students identified;  
- Categories of Exceptionalities;  
- Historical Data;  
- Geographic considerations & areas;
ACTION: Special Education Plan
• Prepare section 10 suggested changes in preparation for the next meeting

9. Correspondence
• cc letter from GEDSB to MOE re: Hiring Practices
  o No response required; SEAC received the correspondence for information
• cc letter from UGDSB to MOE re: Special Education Courses for OCT
  o No response required; SEAC received the correspondence for information
• cc letter from UGDSB from MOE re: Special Education Plan
  o No response required; SEAC received the correspondence for information

10. Future Business
• Update on Collaborative and Proactive Solutions: CaPS (May- District Principal Katherine Maclver)
• SEAC Schedules for 2015-2016 (May)
• June Dinner Location Determination (May)
• SEAC MACSE Conference Report from Attendees (May)
• Budget Input & Presentation by Superintendent Kaye (June)
• Community Hub Tables
• Autism Spectrum Disorder Programs/ Initiatives
• Department Vision and Mission Updates/ Input
• Presentation on FASD (Fall- SEAC Member R. Vernescu)
• Adult Education Review (Fall)

11. Next Meeting – New SEAC
   Tuesday, May 5, 2015
   5pm via Video Conference

12. Adjournment
   Moved by K. Round
   That the meeting be adjourned
   Carried.