



**ANNUAL ORGANIZATIONAL MEETING OF THE BOARD
AGENDA**

DATE: Tuesday, December 11, 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 ELECTION OF CHAIR AND VICE CHAIR**
- 5 DELEGATIONS/PRESENTATIONS**
- 6 APPROVAL OF THE AGENDA/ADDITIONS**
- 7 ACTION ITEMS:**
 - 7.1 Approval: Board Minutes dated November 27, 2012 ----- (pgs.3-6)
 - 7.2 ADMINISTRATIVE REPORTS:
 - 7.2.a Revised Estimates ----- B. Kaye (pg.7)
 - 7.2.b 2013 Board Meeting Schedule ----- L. Hope (pgs.8-9)
 - 7.2.c 2012 Director's Annual Report ----- L. Hope (pg. 10)
 - 7.3 TRUSTEE REPORTS:
 - 7.3.a SEAC Minutes dated November 6, 2012 ----- J. Byrne (pgs.11-14)
- 8 INFORMATION ITEMS (VERBAL)**
 - 8.1 ADMINISTRATIVE REPORTS: (verbal)
 - 8.1.a Administrative Update ----- L. Hope
 - 8.1.b System Update ----- C. Shedden
 - 8.2 TRUSTEE REPORTS (verbal):
 - 8.2.a Student Trustee Report ----- H. Ready
 - 8.2.b OPSBA Report ----- T. Armstrong

9 CORRESPONDENCE

10 PUBLIC QUESTIONS AND COMMENTS

11 NEXT MEETING

DATE: Tuesday, January 8, 2012
LOCATION: VC Room – Archie Stouffer Conference Centre
VIDEO CONFERENCE: McMurray Room - BMLSS
Board Room – Lindsay Corporate Office
TIME: 6:30 p.m.

12 ADJOURNMENT



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

Date: Tuesday, November 27, 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 7:54 p.m.

2. DECLARATION OF POSSIBLE CONFLICT OF INTEREST

There were no declarations of conflict of interest.

3. DELEGATIONS/PRESENTATIONS

No delegations or presentations.

4. APPROVAL OF THE AGENDA/ADDITIONS

Additions: 6.2.e. – Children’s Water Festival – T. Armstrong
6.2.f. – Public Confidence Conference – G. Broham
6.2.g. – Area Update – J. Hayes

12-11- G. Broham / T. Armstrong
THAT THE AGENDA BE APPROVED AS AMENDED.
Carried.

5. ACTION ITEMS

5.1. Approval: Board Minutes dated October 23, 2012

12-11- J. Hayes / J. Byrne
THAT THE MINUTES OF THE BOARD MEETING DATED OCTOBER 23, 2012 BE APPROVED.
Carried.

5.2. Approval: Special Board Minutes dated November 5, 2012

12-11- J. Byrne / B. Reain
THAT THE MINUTES OF THE SPECIAL BOARD MEETING DATED NOVEMBER 5, 2012 BE APPROVED.
Carried.

5.3. Adoption: Committee of the Whole Minutes dated November 13, 2012

12-11- L. Clodd / T. Armstrong
THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING DATED NOVEMBER 13, 2012 BE ADOPTED.
Carried.

5.4. Recommendations from November 13, 2011

12-11- L. Clodd / B. Reain
THAT THE SCHOOL YEAR CALENDAR POLICY - OP-6514 BE APPROVED.
Carried.

12-11- L. Clodd / J. Byrne
THAT THE DISTRICT SCHOOL COUNCIL / PARENT INVOLVEMENT COMMITTEE POLICY - BD-2007 BE APPROVED.
Carried.

12-11- L. Clodd / T. Armstrong
THAT THE ENVIRONMENT IMPACT POLICY - BD-2400 BE APPROVED.
Carried.

12-11- L. Clodd / J. Hayes
THAT THE COPYRIGHT USE POLICY – BU-2022 BE APPROVED.
Carried.

5.5. Recommendations from In Camera

12-11- J. Byrne / B. Reain
THAT THE HUMAN RESOURCES STAFFING REPORT DATED NOVEMBER 27, 2012 BE APPROVED.
Carried.

12-11- L. Clodd / J. Saunders
THAT THE BOARD APPROVE THE 2011-2012 FINANCIAL STATEMENTS FOR TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD AND ACCEPT THE AUDITORS' REPORT PREPARED BY BDO DUNWOODY LLP, CHARTERED ACCOUNTANTS.
Carried.

12-11- J. Saunders / J. Byrne
THAT THE BOARD APPOINT BDO DUNWOODY LLP AS THE EXTERNAL AUDITORS FOR TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD FOR THE NEXT FISCAL YEAR.
Carried.

12-11- J. Byrne / L. Clodd
THAT THE BOARD APPROVE THE DIRECTOR OF EDUCATION EVALUATION REPORT NOVEMBER 2012 AS AN ACCURATE ACCOUNTING OF THE DIRECTOR OF EDUCATION'S PERFORMANCE RELATIVE TO THE ROLE EXPECTATIONS OUTLINED IN HR-4550 ANNUAL EVALUATION OF THE DIRECTOR POLICY, AND FURTHER THAT THE BOARD AUTHORIZES THE CHAIR AND VICE CHAIR TO SIGN THE EVALUATION REPORT ON THE BOARD'S BEHALF.
Carried.

5.6. Administrative Reports

5.6.a. Welcoming Signs in Schools Report

Director of Education, Hope provided trustees with the proposed Welcoming Signs in Schools Report.

THE WELCOMING SIGNS IN SCHOOLS REPORT WAS RECEIVED FOR INFORMATION.

6. INFORMATION ITEMS (VERBAL)

6.1 Administrative Reports (verbal)

6.1.a Mileage Update

Superintendent of Business Kaye updated trustees on the current mileage rate and advised that there will be no increase in the current \$0.45 per kilometre.

6.1.b Administrative Update

Director of Education Hope updated Trustees on the following:

- Elementary teachers had a math-based learning day on November 23, 2012, each attending 3 sessions of their choice
- BIPSA meeting with the Ministry went well on November 26, 2012
- Simcoe Muskoka District Health Unit met with TLDSB and will be cooperating in furthering children's mental health awareness

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 Trustee Reports (verbal)

6.2.a Communications Advisory Committee Meeting Report

Trustee Hayes provided an update from the Communications Advisory Committee meeting held November 15, 2012.

6.2.b Character Development Committee Meeting Report

Trustee Byrne and Trustee Clodd provided an update from the Character Development Committee meeting held November 19, 2012.

6.2.c Student Trustee Report

Student Trustee Ready provided an update from the Group of Seven meeting held November 19, 2012.

6.2.d OPSBA Report

Trustee Armstrong updated trustees about OPSBA activities.

6.2.e Children's Water Festival

Trustee Armstrong updated trustees on the Children's Water Festival being planned for Fall 2013.

6.2.f Public Confidence Conference

Trustee Brohman updated trustees on the Public Confidence Conference, put on by Ontario College of Teachers, which he attended from November 21 to 23, 2012.

Date: November 27, 2012
Location: Lindsay Corporate Office
Time: 6:30 p.m.

6.2.g Area Update

Trustee Hayes updated trustees on recent school visits.

7. CORRESPONDENCE

8. MOTION TO ADJOURN

12-11- B. Reain / T. Armstrong
THAT THE BOARD DO NOW ADJOURN AT 8:37 P.M.
Carried.

Karen Round, Chairperson of the Board

Larry Hope, Director of Education

Lisa Dow, Recording Secretary

TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

ADMINISTRATIVE REPORT

DATE: December 11, 2012

TO: Trustees

SUBJECT: 2012-2013 Revised Estimates

ORIGIN: Bob Kaye, Superintendent of Business

REFERENCE: Board Meeting – December 11, 2012

PURPOSE: To provide trustees with an update on the Revised Estimates for 2012-13.

CONTEXT: The Revised Estimates for 2012-13 have been completed as required by the Ministry. As a result of the changes to the Grants for Student Needs (GSN's) which were required by Bill 115, the Ministry has required that the Revised Estimates for 2012-2013 be approved by a board motion.

CONTENT: Last spring the Ministry directed boards not to include any provisions in the operating expenditures for employee qualifications or experience increments, and no grant allocations were provided for them. As a result of Bill 115, the revised estimates include expenditures for a half year of Qualification and Experience, and grant revenue has been included to offset these additional expenses. Other significant changes to the GSN's from Bill 115 were reductions in grants for professional development and staffing.

Also reflected in the 2012-13 Revised Estimates are the adjusted enrolment projections for the year based on the information provided by schools for October 2012. In addition, staffing adjustments that were required for programming, an increase in the enhancement fund allocations and additional Educational Programming Grants – Other (EPO's) that have been confirmed by the Ministry have also been included.

This has resulted in a revised operating budget of \$206,217,167, which maintains the same operating deficit of \$4,734,040, which was budgeted for, and approved by the Board and Ministry in June.

ACTION: Recommendation that the 2012-2013 Revised Estimates for the year ended August 31, 2013, in the amount of \$206,217,167 be approved.

TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

ADMINISTRATIVE REPORT

DATE:	November 30, 2012
TO:	Trustees
SUBJECT:	2013 Board Meeting Schedule
ORIGIN:	Larry Hope, Director of Education
REFERENCE:	Inaugural Board Meeting – December 11, 2012

PURPOSE:	To establish scheduled meeting dates for Regular and Committee of the Whole meetings of the Board for 2013.
CONTEXT:	Each year trustees are requested to approve the draft meeting schedule. This schedule covers the period from January 2013 to December 2013
CONTENT:	<p>Regular meetings of the Board are face to face meetings, held at the Lindsay Corporate Office. Committee of the Whole meetings rotate between Minden and Bracebridge to encourage face-to-face discussion.</p> <p>The Chairperson, Vice Chairperson, Director and local trustee(s) attend at the host site. All remaining trustees have the option to join the meeting utilizing video conferencing from their local area location site.</p> <p>Attached is a proposed meeting date and location schedule for 2013.</p>
ACTION:	That the schedule of Regular and Committee of the Whole Board meetings for 2013 be approved.



**Regular Board and
Committee of the Whole Meetings
2013**

2012-2013 SCHOOL YEAR		
January 8, 2013	Committee of the Whole	Minden
January 22, 2013	Regular Board Meeting	Lindsay
February 12, 2013	Committee of the Whole	Bracebridge
February 26, 2013	Regular Board Meeting	Lindsay
March 26, 2013	Regular Board Meeting	Lindsay
April 9, 2013	Committee of the Whole	Minden
April 23, 2013	Regular Board Meeting	Lindsay
May 14, 2013	Committee of the Whole	Bracebridge
May 28, 2013	Regular Board Meeting	Lindsay
June 11, 2013	Regular Board Meeting	Lindsay
2013-2014 SCHOOL YEAR		
August 27, 2013	Regular Board Meeting	Lindsay
September 10, 2013	Committee of the Whole	Minden
September 24, 2013	Regular Board Meeting	Lindsay
October 8, 2013	Committee of the Whole	Bracebridge
October 22, 2013	Regular Board Meeting	Lindsay
November 12, 2013	Committee of the Whole	Minden
November 26, 2013	Regular Board Meeting	Lindsay
December 10, 2013	Annual Organizational Meeting	Lindsay

TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

ADMINISTRATIVE REPORT

DATE: December 6, 2012
TO: Trustees
SUBJECT: 2012 Director's Annual Report
ORIGIN: Larry Hope, Director of Education
REFERENCE: Regular Board Meeting – December 11, 2012

PURPOSE: To present to Trustees the 2012 Director's Annual Report.

CONTEXT: According to the Education Act, an Annual Report from the Director of Education is to be presented by at the first Board meeting in December.

The Ministry of Education requires the posting of the annual report on the Board website by January 31, 2012.

CONTENT: The Annual Report contains items specific to requirements by the Ministry of Education including the following:

- Demographics, including number or proportion of learners whose first language is not the language of instruction and the proportion or number of self-identified Aboriginal students
- Most recent enrolment data
- EQAO results from each of the previous four years including the highest and lowest board result among all English language boards in Ontario;
- Board EQAO results for boys, for girls, for students with special needs;
- Specific measures to improve outcomes for students with low levels of achievement and for low-performing schools; and
- Successful programs implemented to serve students unable to attend regular school programs.

The report also contains information and success stories from the 2011-2012 school year as well as initiatives in process in the 2012-2013 school year.

TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

ADMINISTRATIVE REPORT

DATE: December 5, 2012
TO: Trustees
SUBJECT: SEAC Minutes dated November 6, 2012
ORIGIN: John Byrne, Trustee
REFERENCE: Regular Board Meeting – December 11, 2012

PURPOSE: To provide the Board with the SEAC Minutes from the November 6th meeting.

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

CONTENT: The SEAC Minutes attached includes information on:

- Staff Updates
- SEA (Special Education Amount) Processes
- Association News

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

Date: Tuesday, November 6, 2012
Time: 5pm
Location: Video Conference

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

SEAC Chair Andrea Brown shared regrets; Vice-Chair Peter Smith chaired the November 6, 2012 meeting.

1. Approval of Agenda

Moved by A. Armstrong, seconded by P. Stephenson
That the agenda be approved as presented
Carried.

2. Approval of Minutes of Tuesday, October 2, 2012

Moved by M. Johnstone, seconded by J. Byrne
That the minutes from the October 2, 2012 SEAC meeting be approved as amended
Carried.

3. Staff Update

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

- Staffing Updates:
 - Sarah Burgess has been hired as an SSAC in CKL as a result of Maija Kassela's retirement;
 - Calli Craft and Tara McAlpine have been hired as Temporary Psychoeducational Consultants to fill positions arising out of staff Leaves of Absence;
 - Currently we have all positions filled and the department is sitting at a full complement of staff.
- On November 7, 2012 there will be an Issues in Special Education Meeting. A group of Administrators, EAs, Teachers, ECEs and other staff who have an interest in Special Education will discuss ideas and provide input regarding Assistive Technology, Role of the Consultant and EAs and a Review of Policies and Procedures.
- On Nov 19/20 2012 a number of staff from TLDSB and partners from local agencies are attending the CMHO conference.

- On November 22, 2012 there will be a Mental Health Steering Committee meeting to discuss mental health initiatives in TLDSB.
- On November 30, 2012 the Etobicoke Children's Centre (Children's Mental Health Centre) are offering a session on Problem Solving for Challenging Behaviours. A small group of Board and local agency staff are attending to learn more about the implementation of Collaborative Problem Solving.

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

- The new IEP database is continuing to receive excellent feedback and is operating well in schools. Staff are looking at possible additions to the database such as adding the ability to record interventions. The long term plan is to explore using it as a Special Education Database.
- SIP Grants (Special Incidents Portion) are due to be submitted to the Ministry of Education on December 14, 2012. SIP grants help to support highest needs students who generally need more than one Educational Assistant supporting them due to significant health and/or safety needs. Applications are done at the school level. Last year the Board received \$400,000 in funding to reimburse for Human Resource costs. This year we hope to receive a similar amount and are asking teachers to consider creative ways to support students.
- TLDSB and Five Counties are exploring further ways to support students through the Integrated Speech and Language Project that has been happening over the last year. The group is mapping out data regarding ways in which a more streamlined approach to service may benefit students, and exploring how to close the gap given the current, complex system of accessing speech support.
- Restorative Practices training is occurring for teachers and Educational Assistants across the system. TLDSB is also working on training a number of internal trainers to be able to deliver the Framework and Circle Training in the future as part of the long-term sustainability plan.
- November 23, 2012 is a PD Day; Educational Assistants, Secretaries and Teachers will all be offered centrally-planned Professional Development opportunities.
- In December new SSACs and a number of central staff will be trained by an OACAS Trainer on the attendance counsellor certification course.

4. *SEA (Special Education Amount) Processes (Assistive Technology Consultant Sarah Austin)*

- Special Education Consultant Sarah Austin shared an outline of the SEA (Special Education Amount) Process for obtaining specialized equipment for students.

3 of 3

5. Association and Community News

- MaryAnne Johnstone of Community Living Kawartha Lakes shared with SEAC that the CLKL is in process of building a new office location and will be moving in the next month.
- Janice Balfour of the Learning Disabilities Association shared that the association is currently working on the 'Stay in School' program; 2 students will be working at the local AETC via funding from Ontario Works.
- Pippa Stephenson shared that she will be taking on the role of the Executive Director for the local Ontario Early Years in January 2013.

6. Items for Discussion**7. Correspondence**

- *cc Letter Near North DSB re: SSAH Funding*
 - *Was received by SEAC for information*
- *cc Letter from Huron Superior re: Eligibility Requirements for Psych Testing*
 - *Was received by SEAC for information*

8. Future Business

- Early Reading Intervention (Jan)
- Learning Strategies Class (Feb)

9. Next Meeting

Tuesday, December 4, 2012, 5pm
Teleconference

10. Adjournment

Moved by B. Reain, Seconded by P. Stephenson
That the meeting be adjourned
Carried.