Committee of the Whole Meeting

A public meeting of the Committee of the Whole was held Monday, April 9, 2018 at Waterloo Region Catholic Education Centre, Kitchener

Trustees Present:
Joyce Anderson, Bill Conway (Vice-Chair), Manuel da Silva, **Amy Fee, *Jeanne Gravelle, Wendy Price (Chair), Greg Reitzel, Brian Schmalz,
*via Skype
** left at 7:45 pm

Student Trustees Present:
Kate Jamieson, Meghan Nemeth

Administrative Officials Present:
Loretta Notten, Gerry Clifford, Jason Connolly, John Klein, Shesh Maharaj, Judy Merkel, Richard Olson, Laura Shoemaker, Melanie Van Alphen

Special Resources For The Meeting:

Regrets:

Absent:

Recorder:
Alice Figueiredo, Executive Administrative Assistant

NOTE ON VOTING: Under Board by-law 5.7 all Board decisions made by consensus are deemed the equivalent of a unanimous vote. A consensus decision is therefore deemed to be a vote of 9-0. Under Board by-law 5.11 every Trustee “shall vote on all questions on which the Trustee is entitled to vote” and abstentions are not permitted.

1. Call to Order:
The Chair called the meeting to order at 6:07 p.m.

1.1 Opening Prayer & Memorials
The opening prayer was led by Trustee da Silva.

1.2 Approval of Agenda

6.1 will become 8.2

2018-10 -- It was moved by Trustee da Silva and seconded by Trustee Fee:
THAT the agenda for Monday, April 9, 2018 as amended be now approved. --- Carried by consensus.

1.3 Declaration of Pecuniary Interest

1.3.1 From the current meeting – NIL
1.3.2 From a previous public or in-camera meeting – NIL

2. Consent Agenda: Director of Education (e.g. day-to-day operational matters from the Ministry of Education that the board is required to do)
3. Consent Agenda: Board of Trustees (Minutes of meetings)
3.1 Approval of Minutes of Regular and Special Meetings
   3.1.1 Minutes of February 12, 2018 Committee of the Whole Meeting

   2018-11 -- It was moved by Trustee Fee seconded by Trustee Conway:
   THAT the Minutes of March 5, 2018 Committee of the Whole Meeting and the recommendations contained
   therein be now approved. --- Carried by consensus

4. Delegations

5. Advice From the CEO
5.1 French Immersion Program Review

Superintendent Klein along with Lindsay Ford, Manager of Planning, and Jennifer Kruihofs, FSL Consultant presented to
the Board of Trustee a review on the French Immersion Program with the purpose of developing proactive plan to set the
Board up for success and to set a framework for future accommodation decisions. The Problem Statement of the review
was reconfirmed “How should the French Immersion program grow and be accommodated over the long term, while
ensuring that all students have access to quality programming?

The Scope of the Review was discussed, including:
- School organization (grade structure, single track, dual track)
- Entry point
- French Immersion boundaries (and registration priorities)
- Transportation (as it relates to school organization)
- Criteria for selecting new FI sites.

The process included the following:
- November – School council presentations
- Committee (including parents & principals)
- Provided recommendations to Board staff
- November – Public Survey – 388 Responses
- March – Public open houses – 71 Families attended

From the process a number of decisions were made based on the results from research and data:
- Entry Point: Entry point for French Immersion to remain as Grade 1
- Accommodation: The Board will prioritize offering French Immersion at the same school for Grades 1 to 8
- Accommodation Strategies: To address enrolment pressure, portables, boundary changes, and opening new FI
  sites should be contemplated before any other accommodation solution.
- Expansion: The following criteria should be prioritized when selecting schools for French Immersion:
  Empty/underutilized space, Traffic impacts on the school, Easily accessible location (close to highway/major
  roads).
  Huron-Brigadoon (Kitchener) and TBD Southeast Galt (Cambridge)

Concerns were raised by the Board of Trustees that St. Peter was initially considered for French Immersion, however, it
was not successful due to the location. The Board of Trustee questioned why it was reconsidered. It was noted that St.
Peter is an ideal location as it is an easily accessible location and it has underutilized space.
- Registration: The registration process remains the same until additional sites make prioritizing in-boundary
  students more practical.
- Transportation: Parents/guardians will continue to be responsible for providing transportation if they live outside of
  the school’s English boundary. Also, The Board will work with municipalities to identify alternate drop-off/pick-up
  points to alleviate traffic congestion.
- Staffing:
Use the two-teacher model wherever possible for straight grade classes and the one-teacher model for split grade classes.

Postings for French Immersion will be included in the first round of postings.

French Immersion assessments will continue to be done centrally, will be kept on file, and the DELF B1 level certification will be accepted in lieu of the French assessment.

A question arose of which level of certification is more difficult to attain, and it was confirmed that DELF B1 is.

### 5.2 Multi-Year ITS Plan

Chris Demers, Chief Information Officer presented on the Multi-Year ITS Plan. In 2017, the ITS Multi-Year Plan was revamped and updated to reflect current conditions in IT in relation to hardware refresh requirements, software, and various initiatives that support student learning. The information in the plan was used to guide budget preparations for 2018-2019. IT resources are aligned with the academic and administrative objectives of the WCDSB which are outlined in the Board’s multi-Year Strategic Plan. In order for these objectives to be met, The IT Governance structure ensures that the needs of stakeholders across the system are considered and guide the development of IT system priorities and budget. IT Governance also ensures accountability to ensure that critical standards such as privacy and security are met. The Information Technology Strategic Plan for 2018-2023 will guide the work.

The IT five-year plan was discussed including:

- Community Engagement
- Infrastructure
- Pedagogy
- Process Optimization
- School Technology Refresh
- Staff Development

Concerns were raised that the Chromebook seems like a short life. It was noted that Chromebooks are an inexpensive technology but are tough but breakable. The newer generation Chromebooks have a bit more life.

### 5.3 Well Being Update – Safe Schools

Superintendent Merkel presented on Safe and Accepting Schools. Superintendent Merkel discussed the four key components at the foundation of Ontario’s well-being strategy:

- Positive Mental Health
- Safe and Accepting Schools
- Healthy Schools
- Equity and Inclusive Education.

Suspension and trends were discussed along with supports, interventions and strategies. The promotion of a positive and safe school climate is effective at preventing student suspensions and expulsions. Mental health and wellness presentations was launched throughout the Board. Equity and Inclusive Education used the principle of “Reaching Every Student” and the Board has implemented many plan such as “Supervised Alternative Learning Program” which meet the students’ individual needs to help obtain the Ontario Secondary School Diploma.

### 5.4 Long Term Accommodation Plan

Superintendent Maharaj along with Lindsay Ford, Manager of Planning, Terri Pickett, Senior Manager of Facility Services and Manpreet Sian, Capacity Planning Analyst presented on the Board’s Long Term Accommodation Plan (LTAP).

LTAP has a new look and feel to it, two main changes include:

- In addition to the planning area summaries, we’ve added an individual page for each school; and

The Multi Year Renewal Plan has been integrated into the LTAP this year.

The LTAP is a comprehensive document that outlines the board’s accommodation strategy to respond to enrolment changes. (boundary reviews, capital projects, partnerships, etc.) and proposed capital expenditures (new schools, additions, major renewal projects). The plan is intended to be a flexible document and it is revised annually based on updated information. It also fulfills our requirements to provide an annual report to the Board on enrolment, demographic trends, and potential boundary changes or school closures (no school closures are planned within this document).

Background and information was discussed along with enrolment trends. Accommodation Strategies & Capital Projects were outlined to the planning areas in our Board.
As school buildings age, major repairs and renovations are required to ensure students are safe and buildings continue to be welcoming, attractive and efficient spaces which support the communities in where they are located. The Multi-Year Renewal Plan was developed using Facility Condition Information date (FCI), building condition assessments, site visits and feedback from Facility Services Staff.

The Ministry of Education provides two sources of funding to support the major repairs and renovations required in our buildings. School Renewal Funding and School Condition Funding. Both sources can be used for similar work but there are important differences.

Facility Condition Index (FCI) is a ratio used to measure the relative condition of a building. It is calculated by dividing the cost of repairs for the building within a specific time period by the cost to replace the building. A higher FCI indicates a higher cost to repair the facility.

5.5 Continuing and Adult Education Update
Superintendent Clifford provided an updated on Continuing and Adult Education and noted highlights of the St. Louis Programs including:

- Secondary School Credits (SSC)
- Core Essentials – Literacy and Basic Skills (LBS)
- Personal Support Worker (PSW)
- Hairstyling / Barbering
- Culinary Arts
- English Language Programs (Language Instruction for Newcomers to Canada – LINC and English as a Second Language - ESL)
- International Languages – Elementary (IL)
- Literacy & Numeracy, Continuing Education
- Childminding (Care for Newcomer Children – CNC) and Licensed Child Care

As St. Louis continues to grow, they will respond and reflect the needs and interests of the community based on the Board’s MYSP. With St. Louis relocating in 2020, a plan is being developed to ensure a transition that is seamless for both students and staff.

6 Ownership Linkage (Communication with the External Environment)
6.1 OCSTA 2018 AGM & Conference Preparations/ Discussions
Board of Trustee discussed PowerPoint presentation for the upcoming OCSTA AGM & Conference.

2018-012-- It was moved by Trustee da Silva and seconded by Trustee Reitzel:
THAT the meeting be extended to 9:30 p.m.

6.2 Correspondence from St. Jerome's University & University of Waterloo
Director Notten shared responses from St. Jerome’s University and University of Waterloo in relation to a personal tweet from the university’s communication officer.

7. Reports From Board Committees/Task Forces

8. Board Education (at the request of the Board)
8.1 OCSTA Communication

9. Policy Discussion

10. Assurance of Successful Board Performance

11. Assurance of Successful Director of Education Performance
11.1 Monitoring Reports & Vote on Compliance
12. Potential Agenda Items

13. Announcements (all scheduled for the Catholic Education Centre unless otherwise indicated)
13.1 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated):
   • Apr. 11 Mayor Dave Jaworsky’s 2018 State of the City
   • Apr. 12 Beacons of Hope – St. Louis
   • Apr. 17: 2018 City of Kitchener State of the City Address
   • Apr 26-28: OCSTA AGM & Conference
   • May 1: Bishop’s Banquet
   • May 3: St. Mary’s FOS Beacons of Hope
   • May 7-11: Catholic Education Week

14. Items for the Next Meeting Agenda/Pending Items

15. Adjournment – Confirm decisions made tonight. Closing Prayer
The Recording Secretary confirmed the meeting decisions.

16. Closing Prayer

17. Motion to Adjourn

2018-013-- It was moved by Trustee Van Alphen and seconded by Trustee da Silva: THAT the meeting be now adjourned. The meeting was adjourned by consensus at 9:10 p.m.

Chair of the Board

Secretary