

THAMES VALLEY DISTRICT SCHOOL BOARD

AGENDA

August 27, 2018, 7:00 P.M.
BOARD ROOM, EDUCATION CENTRE

Pages

1. CALL TO ORDER
2. O CANADA
3. SPECIAL MUSICAL PRESENTATION –
4. APPROVAL OF AGENDA
5. OFFICIAL RECORD
6. RECOGNITIONS – None
7. CONFLICTS OF INTEREST
8. CHAIR’S ANNOUNCEMENTS
9. DIRECTOR’S ANNOUNCEMENTS
10. PUBLIC INPUT
11. MINUTES OF THE 2018 MARCH 27 REGULAR BOARD MEETING
 - a. Confirmation of Minutes
 - b. Business Arising from Minutes
12. STUDENT TRUSTEE UPDATE
13. PRESENTATIONS FROM ADMINISTRATION
 - a. PAPA Report
14. REPORTS FROM ADMINISTRATION
 - a. Permanent Educational Assistants
 - b. Naming Report

c. School Closure and Opening Timelines

Regarding Elementary Pupil Accommodation Review EPAR -02

15. REPORTS FROM BOARD COMMITTEES

- | | |
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| a. First Nations Advisory Committee, 2018 April 17 | 4 |
| b. Chair's Committee, 2018 April 24 | 7 |
| c. Policy Working Committee, 2018 April 24 | 9 |
| d. Planning and Priorities Advisory Committee, 2018 May 1 | 15 |
| e. Thames Valley Parent Involvement Committee, 2018 May 9 | 17 |
| f. Chair's Committee, 2018 May 15 | |
| g. Committee of the Whole, In-Camera, 2018 August 27 | |

16. TRUSTEE UPDATES FROM EXTERNAL COMMITTEES

- a. Ontario Public School Boards' Association (OPSBA)**
- b. Thames Valley Education Foundation (TVEF)**

17. COMMUNICATIONS

18. NOTICE OF MOTION

19. MOTION – NOTICE OF WHICH HAS BEEN GIVEN

20. ADDITIONAL ITEMS

21. QUESTIONS/COMMENTS BY MEMBERS

22. ADJOURNMENT

REPORT OF THE PLANNING AND PRIORITIES ADVISORY COMMITTEE

2018 May 8
6:03 p.m. –7:06 p.m.

Members: Trustees J. Bennett, R. Campbell, P. Jaffe, B. McKinnon, M. Reid, J. Skinner, R. Tisdale, J. Todd; Student Trustees S. Kim, and N. Lavdas

Regrets: Trustee C. Goodall, G. Hart, A. Morell, P. Schuyler, S. Polhill; Student Trustee T. Kennedy

Administration: C. Beal (Superintendent), L. Elliott (Director), J. Pratt (Associate Director, +6:06), S. Mark (Superintendent), S. Macey (Manager, Finance), D. Munro (Supervisor, Finance), E. Ng (Financial Analyst), A. Chabar (Legal Counsel, +6:11), B. Keast (Assistant, Corporate Services), M. Cosyn Heath (Student Transportation Services, -6:23)

1. **APPROVAL OF AGENDA** – The agenda, as amended, was approved on motion.

2. **CONFLICTS OF INTEREST** – none declared

3. **MINUTES OF PREVIOUS MEETINGS** - provided for information

4. **BUSINESS ARISING** - None

5. **IN CAMERA**

On motion the committee moved in-camera at 6:04 p.m. reconvening in public session at 6:23 p.m.

6. **BUDGET**

a. **Grants for Student Needs (GSNs)**

C. Beal provided an update on the Grants for Student Needs. The projected grant allocations for Board Administration and Governance, School Foundation, School Operations, and Special Education for 2018-19 relative to the 2017-18 estimates were presented and reviewed. Manager S. Macey highlighted changes to the grant allocations.

Administration responded to questions of clarification. Trustees asked that additional information regarding declining enrollment in Continuing Education be provided. Administration suggested Superintendent A. Canham could provide that information at a future meeting.

b. **Restricted Grants**

S. Macey provided information on the Restricted Grants included in the GSNs for 2018-19. It was noted the Restricted Grants are included in the Grants for Student Needs report; however, the funds are limited to specific projects/purposes. Changes to the grant and EPO allocations were highlighted.

Administration responded to questions of clarification.

7. **OTHER BUSINESS** – None

8. **QUESTIONS AND COMMENTS**

J. Skinner acknowledged and apologized for the contents of an e-mail recently distributed that may have offended Trustees.

9. **DATE AND TIME OF NEXT MEETING**

The next meeting was scheduled for Tuesday, May 15, 2018 at 6:00 p.m.

10. **FUTURE AGENDA ITEMS** - None

11. **ADJOURNMENT**

On motion, the meeting adjourned at 7:06 p.m.

RECOMMENDATIONS: None

JAKE SKINNER
Committee Vice Chair

REPORT OF THE FIRST NATIONS ADVISORY COMMITTEE (FNAC) MEETING

2018 April 17
3:07 p.m. to 4:52 p.m.

MEMBERS

P. Schuyler, Chair
J. Bennett, Trustee
B. McKinnon Trustee
B. Antone, Oneida Nation of the Thames
B. Summers, Oneida Nation of the Thames
S. Smith, Oneida Nation of the Thames
O. Correia, Munsee-Delaware Nation
C. Kechego, Chippewas of the Thames

Regrets:

F. Huff, Chippewas of the Thames
M. Fisher, Munsee-Delaware Nation
L. Williams, Principal, Lambeth P.S.

ADMINISTRATION AND OTHERS

B. Nielsen, Superintendent Delegate/FNMI Learning Supervisor
S. McGahey-Albert, FNMI Education Advisor
C. Camillio, FNMI Learning Coordinator
M. Ferdinand, Coordinator of School Counsel
C. Sanders, FNMI Teacher on Special Assignment
V. Jones, Vice-Principal, B. Davison S.S.
M. McKibbin, Vice-Principal, H. B. Beal S.S.
B. White, Principal, Saunders S.S.
S. Chams, Vice-Principal, Saunders S.S.
D. Clarke, Principal, S.D.C.I (+3 :30)
P. Spicer, Principal, Delaware Central P.S.
B. Keast, Corporate Services
T. Kennedy, Student Trustee

1. CALL TO ORDER

The meeting convened at 3:07 p.m. at B. Davison Secondary School, London.

2. APPROVAL OF AGENDA

The agenda was approved on motion.

3. CONFLICTS OF INTEREST – none declared

4. REPORT OF THE PREVIOUS MEETING- 2017 MARCH 20 – provided for information.

5. BUSINESS ARISING FROM MINUTES

a. Transportation – Summer Literacy Camps (item #7.a)

B. Nielsen reported a budget initiative may be required. Additional information and next steps will be provided after registration for the Summer Literacy Camps has concluded.

b. Capacity Building Sessions (item #7.c)

C. Camillo reported two Lunch and Learn sessions have occurred. In March, the Healing Journey video was viewed. In April, Cheryl Riley attended to share her residential school experience. C. Camillo reported the next session is scheduled for May 9. Participants will discuss the novel *Seven Fallen Feathers*. Participants attending the June session will discuss the Board Action Plan.

6. PROGRAM SPOTLIGHT

a. B. Davison Secondary School – Discussed under Principals Update (item #9.d)

7. LEARNING SUPPORT SERVICES UPDATE

a. Board Action Plan (BAP) Update (Standing Item)

i. Student Success Support and Intervention

B. Nielsen reviewed the slide-deck provided in the agenda package. He highlighted current initiatives that support First Nations student success including ReThink Secondary Learning, Education Advocates, and communication with community education offices. Next steps and connections between the Board Action Plan and supporting First Nations Students were noted.

The committee participated in group discussion on the following topics:

- Student success in-service meeting scheduled for 23 May 2018
- Organizing effective/relevant team meetings to support First Nations students

- Strategies for effective collaboration between schools and communities to support student well-being and achievement
- Improving support for students in First Nation communities

Feedback from the group discussion was collected by B. Nielsen.

ii. TRC Curriculum in Service

C. Camillio reported curriculum revisions will be provided to schools this spring. A significant change to the curriculum is the Indigenous content. Curriculum training for Grades 7, 8 and 10 history teachers will begin on Friday.

iii. Native Studies 2018-2019

C. Camillio reported during the 2017-2018 school year, 10 schools offered Native Studies courses. In 2018-2019, 17 schools will be offering Native Studies courses. These courses are open for both Indigenous and Non-Indigenous students.

b. H. B. Beal Graduation Coach Report

B. Nielsen reported the Graduation Coach initiative is Ministry funded. Recently, the Ministry announced the funding will continue for the 2018-2019 school year. B. Nielsen introduced C. Sanders to present the H. B. Beal Graduation Coach Report.

C. Sanders reviewed the slide-deck highlighting the role and responsibilities of a graduation coach. C. Sanders responded to questions of clarification.

c. Native Language Program Updates, Summer School

C. Camillo reported the Oneida language carousel is scheduled for Friday, May 4, 2018 from 10:00 a.m. – 3:00 p.m. An Ojibwa language carousel is planned later in the school year and will be offered in collaboration with Antler River Elementary School, Standing Stone Elementary School, Saunders Secondary School and community partners.

8. SCHOOL COUNSELLING AND SOCIAL WORK SERVICES UPDATE (Standing Item)

M. Ferdinand reported the position of First Nations, Metis and Inuit Counsellor is currently vacant and will be re-posted shortly.

9. PRINCIPALS' UPDATE (Standing Item)

a. Lambeth P.S.

Discussed under item #9.b

b. Delaware Central Public School

P. Spicer reported monthly transition meetings take place at Lambeth P.S. with Standing Stone Elementary School and Delaware Central P.S. P. Spicer noted Environmental Education Learning Coordinator E. Mutch recently attended a meeting to discuss the possibility of expanding the outdoor education opportunities to support student transitions. P. Spicer shared information regarding a potential partnership with a Y Camp that may incorporate multi-disciplinary, land-based and environmental learning. Additional information will be shared as it is available.

c. H.B. Beal Secondary School

M. McKibbin highlighted past and upcoming student activities and reported student are currently fundraising to support ongoing leadership opportunities.

d. B. Davison Secondary School

V. Jones reported the theme at B. Davison in April is "Connecting Communities". School staff recently attended Standing Stone Elementary School to connect with parents/guardians students planning to attend B Davison. The Community Garden initiative was highlighted.

e. Saunders Secondary School

S. Chams highlighted past and upcoming student activities and cultural initiatives. S. Chams reported the Oneida Language Carousel is scheduled to take place at the end of April or in early May. In addition the technology department is planning a new building project for the communities and the Bridging Group is planning ideas and events to welcome incoming Grade 9 students.

f. Strathroy District Collegiate Institute

D. Clarke highlighted upcoming events and cultural initiatives and reported the SST team is discussing student challenges and strategies and working to re-engage students.

10. COMMUNITY UPDATE (Standing Item)

a. Chippewas of the Thames First Nation

C. Kechego highlighted upcoming events that focus on learning the Ojibwa language and reported Tuition Agreement discussions are still ongoing.

b. Munsee-Delaware Nation

O. Correia reported the elections at Munsee-Delaware have concluded. The results of the election were shared. He noted M. Fisher was elected as Head Councillor and as a result may be unable to attend future committee meetings. O. Correia noted the importance of offering drug awareness workshops.

c. Oneida Nation of the Thames

B. Summers reported Tuition Agreement discussions are ongoing. B. Summers requested the Terms of Reference document for the Committee be added to the May agenda for discussion and review.

11. ADDITIONAL ITEMS - none

12. FUTURE MEETING DATES

All meetings will start at 3:00 p.m.

Date	Location
Tuesday, 2018 May 15	Strathroy District Collegiate Institute
Tuesday, 2018 June 19	Munsee-Delaware Nation

13. ADJOURNMENT

The meeting adjourned at 4:52 p.m. by motion.

Recommendations: None

P. Schuyler
Committee Chair

REPORT OF THE CHAIR'S COMMITTEE

2018 April 24
10:45 a.m. – 1:00 p.m.

MEMBERS

J. Bennett
A. Morell
R. Tisdale (+12:15)

C. Goodall
M. Reid

ADMINISTRATION AND OTHERS

L. Elliott
R. Campbell (-12:15)

B. Williams

1. APPROVAL OF AGENDA

The agenda was approved by motion.

2. CONFLICTS OF INTEREST – none declared

3. REVIEW AND APPROVAL OF THE ADVISORY COMMITTEE AGENDAS

The meeting agendas for the 2018 May 1 Program and School Services Advisory and the 2018 May 8 and May 15 Planning and Priorities Advisory were reviewed and discussed. There was a request to minimize the number of documents walked into meetings. Any documents handed out should have the agenda number noted.

4. CORRESPONDENCE

A letter sent to Chair Reid from ETFO pertaining to the unfilled teacher vacancies was received and discussed. The letter will be included on the 2018 May 22 Board meeting agenda; a letter of response will be sent from the Chair following the meeting.

A copy of a letter from the Limestone District School Board to the Minister of Education regarding the endorsement of the Ontario Student Trustees Association Student Platform Report was received. Correspondence was shared with Trustees.

5. STUDENT TRUSTEE AND INDIGENOUS STUDENT TRUSTEE DEBATE AND ELECTION

The list of eight applicants for the position of Student Trustee was reviewed and discussed. It was noted an information session for the candidates was held 2018 April 23. The election of the Student Trustee is 2018 April 26; the election for the Indigenous Student Trustee is 2018 April 30. There was a suggestion the two elections be held at the same time and day next year. Discussion considered the voting delegate representation and the importance of encouraging participation.

6. PROFESSIONAL DEVELOPMENT REQUEST

A request form for Trustee professional development was reviewed.

The following motion was moved and carried:

That Student Trustees T. Kennedy, S. Kim, and N. Lavdas and incoming Student Trustees be approved to attend the Ontario Student Trustees' Association Annual Conference 2018 May 24-27.

7. AUTOMATED SPEED ENFORCEMENT

L. Elliott shared information received from a City of London councilor regarding a petition to automate speed enforcement.

8. MIDDLESEX COUNTY AGENDA

Discussion considered the agenda items for the upcoming meeting with Middlesex County. The sharing of strategic plans was highlighted as valuable. L. Elliott advised email correspondence will go out through the Director's Office to confirm the agenda.

9. STRATEGIC PLANNING FOLLOW UP (Standing Item)

Draft goals were developed under each of the Strategic Priorities. The draft goals will be shared with the Strategic Planning Ad Hoc Committee for their feedback. The draft values were reviewed and also will be shared with the Ad Hoc Committee for their feedback.

10. TRUSTEE TRANSITION/NEW TRUSTEE ORIENTATION (Standing Item)

Discussion considered the timing for formally inviting Trustee candidates to a Board meeting; it was agreed to schedule this for the September Board meeting. It was noted candidates may attend any meeting in May or June.

11. UPCOMING EVENTS AND INITIATIVES

- TVDSB Student Leadership Conference, May 24, 2018
- International Certificate Program Graduation, May 31, 2018
- Lawson Literacy Awards, June 5, 2018
- Annual Retirement Reception, September 12, 2018

TVDSB/LDCSB/Municipal Meetings

- Middlesex County – May 11, 2018, 8 a.m.- 10 a.m.

Community Planning and Facility Collaboration Meetings – Board Room

- County of Middlesex – June 13, 9:30 am. – 11:30 a.m.
- City of London – June 13, 1:30 – 3:30 p.m.
- County of Elgin – June 14, 9:30 am. – 11:30 a.m.
- County of Oxford – June 14, 1:30 – 3:30 p.m.

12. OTHER BUSINESS - none

13. DATE AND TIME OF NEXT MEETING - 2018 May 15, 12 p.m.

14. ADJOURNMENT

The meeting adjourned at 1:00 p.m. by motion.

RECOMMENDATIONS:

That Student Trustees T. Kennedy, S. Kim, and N. Lavdas and incoming Student Trustees be approved to attend the Ontario Student Trustees' Association Annual Conference 2018 May 24-27.

MATT REID

Chair

REPORT OF THE POLICY WORKING COMMITTEE

2018 April 24
3:05 p.m. – 4:16 p.m.

MEMBERS

A. Morell (Chair) C. Goodall
R. Tisdale J. Bennett
M. Reid (ex-officio)

ADMINISTRATION AND OTHERS

L. Elliott B. Williams
L. Munro (+3:20) A. Chabar
V. Nielsen (+3:20,-3:55) K. Edgar (+3:55)

1. **APPROVAL OF AGENDA** – The agenda was approved on motion.
2. **CONFLICTS OF INTEREST** – none declared
3. **COMMITTEE REPORT OF 2018 MARCH 27 AND 2018 APRIL 24 TRACKING SHEET**
The tracking sheet was reviewed.
4. **NEW DRAFT POLICIES/PROCEDURES**

- a. **Director of Education Performance Review Policy and Procedure**

Director L. Elliott shared the proposed Director of Education Performance Review Policy and Procedure for review and input.

The following motion was moved and CARRIED:

THAT the Director of Education Performance Review Policy and Procedure be posted for 60 days of public input.

The policy and procedure also will be sent to Trustees for their attention.

5. **POLICY/PROCEDURES – REQUESTED FOR REVIEW BY COMMITTEE** – None
6. **EXISTING POLICIES/PROCEDURES UNDER REVISION**

- a. **Selection of Learning Coordinators and Teachers on Special Assignment Independent Procedure**

Associate Director V. Nielsen and Learning Supervisor L. Munro shared proposed revisions to the Selection of Learning Coordinators and Teachers on Special Assignment Independent Procedure. V. Nielsen highlighted the revisions to the independent procedure.

The forms and appendices will be removed from the independent procedure with the exception of the position summaries; they will be incorporated into the body of the procedure.

Additional revisions suggested by the Committee were captured by L. Munro.

The following motion was moved and CARRIED:

THAT the revised Selection of Learning Coordinators and Teachers on Special Assignment Independent Procedure, as amended, be posted for 60 days of public input.

- b. **School Rededications Openings and Closures Policy and Procedure**

V. Nielsen and L. Munro presented proposed revisions to the School Rededications, Openings and Closures policy and procedure.

Discussion considered the program/speakers for official openings. Suggested revisions were captured by V. Nielsen and L. Munro. It was noted Program Consolidation was added as a reason for an official opening.

Additional suggested edits were captured by L. Munro and V. Nielsen.

The following motion was moved and CARRIED:

THAT the revised School Rededications Openings and Closures Policy and Procedure, as amended, be posted for 60 days of public input.

7. POLICIES/PROCEDURES FOLLOWING PUBLIC INPUT

a. Fundraising Projects for Schools Policy and Procedure

V. Nielsen referred to the public input received regarding the proposed amendments to the Fundraising Projects for Schools Policy and Procedure.

Committee members reviewed the public input; amendments to the policy and procedure to reflect the input were reviewed and documented by V. Nielsen and L. Munro. Additional suggested revisions were captured by V. Nielsen and L. Munro.

The importance of ensuring there is an equity lens when planning fundraising events was raised. Similarly, the importance of reducing barriers to participation needs to be an ongoing focus.

The following recommendation was moved and CARRIED:

THAT the revised Fundraising Projects for Schools Policy, as amended, be approved.

The following motion was moved and CARRIED:

THAT the revised Fundraising projects for Schools Procedure, as amended, be approved and provided to the Board for information.

b. Religious and Creed-Based Accommodation of Students

Superintendent K. Edgar and L. Munro referred to the public input received regarding the proposed amendments to the Religious and Faith-Based Accommodations of Students Procedure.

Administration responded to questions of clarification. Suggested revisions were captured by L. Munro.

The following motion was moved and CARRIED:

THAT the revised Religious and Creed-Based Accommodation of Students Procedure, as amended, be approved and provided to the Board for information.

8. POLICY/PROCEDURE REQUIRING ADDITIONAL CONSIDERATION - None

9. OTHER BUSINESS - None

10. DATE AND TIME OF NEXT MEETING

The next meeting was scheduled for Tuesday, 2018 May 22 in the Governor Simcoe Room.

11. ADJOURNMENT

The meeting adjourned, by motion, at 4:16 p.m.

RECOMMENDATIONS:

THAT the revised Fundraising Projects for Schools Policy be approved.

ARLENE MORELL
Committee Chairperson



POLICY

Title: **GENERAL SCHOOL FUNDRAISING**

Policy No.: **4005**

Effective Date: **1998 September 22**

Department: Learning Support Services

Reference(s): Procedure – General School Fundraising
Ministry of Education's 2012 Fundraising Guideline
Fundraising Activities and Donations for School Projects, Enhancement, Equipment and Programs Procedure
School Generated Funds Policy and Procedure

It is the policy of the Board that Principals determine which fundraising projects may be undertaken at their respective schools consistent with the policies and procedures of the Board and Ministry Regulations and directives. Fundraising should reflect the values and expectations of the school community, including those of parents/guardians, students, staff, the school administration and the Board.

When schools choose to engage in fundraising activities, it is important that they also consider the purposes and principles of public education, including diversity, accessibility, equity of opportunity and inclusivity. These activities should be conducted under the guidance of the Principal, in accordance with Board policies and with advice and input from students, staff, parents/guardians, and the broader school community. It is important that fundraising has a designated purpose and that the proceeds should be used for that purpose, as intended.

Fundraising projects for schools shall be undertaken only after thoughtful consideration of student safety, student health and well-being, parental/guardian support, proper financial controls and proposed use of funds.

Administered By: **Learning Support Services**

Amendment Date(s): 2018 Apr. 24, 2017 Nov. 9, 2003 Jan. 28



PROCEDURE

Title: **GENERAL SCHOOL FUNDRAISING** Procedure No.: **4005a**
Effective Date: **1998 September 22**

Department: Learning Support Services

Reference(s):
Food and Beverages in Our Schools Policy and Procedure
Fundraising Activities and Donations for School Projects, Enhancement, Equipment and Programs Procedure
General School Fundraising Policy
Foundations for a Healthy School Framework
Ministry of Education's 2012 Fundraising Guideline
Municipal Freedom of Information and Protection of Privacy Act
School Generated Funds Policy and Procedure
Ontario's Well-Being Strategy

- 1.0 This procedure applies to the general fundraising activities of schools and School Councils at all times. This procedure also applies to Home and School Associations in good standing with the Ontario Federation of Home and School Associations so long as such activities are being undertaken under the guidance of the Principal. Once the funds have been raised, it is good practice to share with the school community how the funds were used.
- 2.0 This procedure should be used in combination with Fundraising Activities and Donations for School Projects, Enhancement, Equipment and Programs Procedure when a project proposal is estimated to exceed \$5000.
- 3.0 The following factors shall be considered by the principal when authorizing fundraising activities:
 - Consultation with School Councils and school-based Home and School Associations;
 - Other parent groups, as appropriate;
 - Safety of students;
 - Insurance risks and liability factors;
 - Timing and frequency of fundraising;
 - Coordination with other schools;
 - Preference for local sponsors and Canadian-based sponsors/products;
 - Sensitivity to local businesses;
 - Impact of the project on classroom time of students and staff;
 - Proposed use of funds;

Administered By: **Learning Support Services**

Amendment Date(s): 2018 Apr. 24, 2017 Nov. 9, 2003 Jan. 28

- Appropriateness of incentives;
- Equity of opportunity and inclusivity of the proposed activity; and
- Medically documented allergens of staff and students (See section 6.4).

4.0 All required municipal and provincial licenses shall be obtained for ticket sales or lotteries.

5.0 In order to protect the integrity of the school and all people requested to handle funds, proper financial procedures consistent with Board policies and procedures shall be put in place for each project.

6.0 **School fundraising campaigns in the community:**

6.1 Consent

The written consent of the parent/guardian must be obtained for elementary school children who are participating in fundraising activities beyond the school. Parental/Guardian consent is required for participation of students under the age of 18.

6.2 Communication

Wording similar to the following is to be included in information letters to parents/guardians:

“If students participate in the fundraising project, they are encouraged to keep their personal safety in mind by:

- Involving only close neighbours, friends and relatives;
- Always working in pairs, preferably with an adult;
- Always visiting in daylight hours; and
- Conducting business at the door rather than inside the house.”

6.3 Voluntary

- All students and staff are welcome to participate in fundraising activities. These activities should reflect the diversity, values and priorities of the local school community and TVDSB.
- Participation in fundraising activities is strictly voluntary for staff and students.
- Privacy should be respected. The personal information of staff, students or other individuals should not be shared for the purposes of fundraising without prior consent. (The use of personal information by school boards is governed by the *Municipal Freedom of Information and Protection of Privacy Act*.)

6.4 Safety

- Safety of students and staff must be a primary consideration in all fundraising activities.

- In addition to parental/guardian consent, student fundraising activities require supervision and should be age-appropriate.
 - Fundraising activities that infringe upon the medical needs of a student(s)/ staff member(s) with a medically documented allergen should not be undertaken.
- 7.0 Funds raised for education-related purposes should be used to complement and not replace public funding for education- related purposes
- 8.0 A fundraising activity must not result in any staff or volunteer benefiting materially or financially from the activity.

REPORT OF THE PROGRAM & SCHOOL SERVICES ADVISORY COMMITTEE

2018 May 1
6:00 p.m. – 7:40 p.m.

Members: Trustees J. Bennett, R. Campbell, C. Goodall, B. McKinnon, A. Morell, M. Reid, J. Skinner, R. Tisdale, J. Todd; Student Trustees N. Lavdas, S. Kim

Regrets: Trustees G. Hart, P. Jaffe, S. Polhill, P. Schuyler and Student Trustee T. Kennedy

Administration: R. Culhane (Superintendent, -6:50), L. Elliott (Director), P. McKenzie (Superintendent), V. Nielsen (Associate Director), B. Williams (Corporate Services), S. Macey (Manager, Finance, -7:31), K. Auckland (Learning Supervisor, -6:50), M. Roes (Learning Supervisor, -6:50), S. McGahey-Albert (FNMI Education Advisor, +6:24, -7:31)

1. **APPROVAL OF AGENDA** – The agenda was approved on motion.

2. **CONFLICTS OF INTEREST** – none declared

3. **MINUTES OF PREVIOUS MEETING** – Provided for information

4. **BUSINESS ARISING** – none

5. **STRONG START, LETTERS, SOUNDS AND WORDS PILOT UPDATE**

R. Culhane, K. Auckland, and M. Roes provided an update on the *Strong Start, Letters, Sounds, and Words* literacy program.

Information on the launch of the pilot in 21 elementary schools was described noting to date 171 students, ages 5 to 7, have been registered for the 10 week program.

The program is intended for children needing extra practice when learning essential early reading skills. The training provided to the 110 volunteer coaches engaged in the program was described. The work of Strong Start and TVDSB to promote and recruit volunteers for the program in Thames Valley was shared.

Next steps for moving forward were outlined highlighting plans to gather feedback and expand the program to new schools in September 2018.

Questions of clarification were addressed by R. Culhane, K. Auckland and M. Roes.

6. **ELEMENTARY ESL/ELD SUPPORT DELIVERY MODEL 2-YEAR REORGANIZATION PLAN**

R. Culhane presented for discussion and feedback the 2-year plan for the reorganization of the elementary ESL/ELD support delivery model.

The rationale for the proposed reorganization from an itinerant model to a school-based model was outlined highlighting the significant growth in the numbers of students with ESL or ELD support needs. The growth of the FTE staffing complement and the challenges with the current model as it relates to supervision, inefficiencies, mileage costs, and scheduling also was highlighted.

The proposed restructuring was detailed including a description of the benefits and timelines. The rationale for spreading the transition over a two-year period was described noting the hiring and assignment processes.

M. Roes and R. Culhane responded to questions of clarification regarding the qualifications required of ESL/ELD teachers, the initiative in cooperation with Western to provide qualification courses, and the recruitment process underway,

In response to a question, M. Roes and L. Elliott acknowledged the social/well-being needs identified among ESL/ELD students. Efforts to address these issues were described. R. Tisdale offered the new proposed model may also contribute to addressing these issues. She noted having ESL/ELD teachers as part of the school community may extend to ESL/ELD students also feeling more a part of the school community.

In response to a question R. Culhane described the work underway in the secondary panel. Highlighted were the expansion of ESL programming to additional schools and the training that is being provided.

7. AN OVERVIEW OF EDUCATION SERVICES (TUITION) AGREEMENTS

P. McKenzie and S. McGahey-Albert presented an overview of the Education Service Agreements with the three First Nations Communities in Thames Valley.

Presented was a brief description of the historical context of First Nation education, and the purpose and general components of Education Agreements. The status of the current agreements and the process for moving forward were outlined.

In response to a question, P. McKenzie advised the First Nations Advisory Committee is mandated through the Education Service Agreements. Efforts to engage indigenous voices in the larger community are being made through the Indigenous Action Plan.

Questions of clarification regarding funding were addressed by S. Macey. Tuition rates are determined by the Ministry. It was clarified that staffing to support FNMI programs and services is supported through the GSN and EPO funding. Staffing to support students in the classroom, over and above what would be covered in the tuition amount, may be negotiated and invoiced to the Band. Transportation is not provided to students.

8. COMMUNITY ADVISORY COMMITTEE UPDATES (STANDING ITEM)

J. Bennett advised the City of London is looking at implementing the use of photo radar in school zones.

B. McKinnon provided an update on meetings in Oxford at Central Public School with respect to safe travel plans.

9. OTHER BUSINESS - none

10. QUESTIONS AND COMMENTS OF MEMBERS (STANDING ITEM)

J. Skinner advised the AED at Clarke Road recently was used to treat an individual using the school facilities.

Concerns regarding one of the locations being considered as a safe injection site in London were raised; one of the proposed sites is approximately 100 meters from a school (Beal). L. Elliott advised Administration will be reviewing information and responding.

11. DATE AND TIME OF NEXT MEETING

The next meeting was scheduled for Tuesday, June 5 at 7:00 p.m., in the Board Room (to follow the Lawson Awards).

There was a suggestion time be given on the June 5 agenda to review the strategic plan goals.

12. ADJOURNMENT

On motion, the Committee adjourned at 7:40 p.m.

RECOMMENDATIONS: None

JOYCE BENNETT
Chairperson

REPORT OF THE THAMES VALLEY PARENT INVOLVEMENT COMMITTEE

2018 May 9
6:40 p.m. to 8:29 p.m.

MEMBERS

A. Willsher, Co-Chair, Parent Member
R. Tisdale, Trustee
R. Kuiper, Superintendent
M. Bayes, Parent Member
S. Doxtator, Parent Member
M. Flumerfelt, Principal, Thames Valley Secondary School
Administrators' Council
K. Frisa, Parent Member
S. Vries, Parent Member

Regrets:

J. Bugorski, Parent Member
C. Cordes, Principal, Thames Valley Administrator's
Committee Elementary
A. Enriquez-Johnson, Community Member
L. Gonzalez, Thames Valley Council of Home & School
Associations
L. Honsinger, Co-Chair
J. Jacob, Community Member
J. Pollard, Parent Member
C. Rahman, Parent Member

ADMINISTRATION & OTHERS

K. Bairos, Guest
B. Cumming, Secretary, Learning Support Services
E. Fahmy, Parent Engagement Lead
S. Gutierrez, Parent
B. Keast, Assistant, Corporate Services
S. McGalls, Parent
B. McKinnon, Trustee (-6:43)
D. Parsons, Parent
S. Tucker, Operator, Graphic Services
M. Wilkie, Principal (-6:43)
J. Nuyens, Thames Valley Council of Home & School
Associations

1. CALL TO ORDER

Co-Chair A. Willsher called the meeting to order at 6:40 p.m. in the Gymnasium at Roch Carrier French Immersion P.S. in Woodstock.

TVPIC Parent Member S. Vries and M. Wilkie, Principal of Roch Carrier French Immersion P.S., welcomed the committee to Roch Carrier French Immersion P.S.

2. CONFIRMATION OF AGENDA

The agenda was approved on motion.

3. CONFLICTS OF INTEREST – none declared

4. MINUTES OF THE MEETING FROM 2018 APRIL 12 - provided for information

5. BUSINESS ARISING FROM THE MINUTES OF 2018 APRIL 12

a. Draft mandates and Chairs for Subcommittees (item #9.a)

A. Willsher reported subcommittees are selecting Chairs for their subcommittees. Subcommittee mandates were discussed and it was determined that if there was time they would be discussed further and finalized under other business at this meeting, or deferred until the next meeting.

b. Cultural Training (item #13.a)

S. Doxtator introduced herself and provided information about her First Nations Clan. S. Doxtator highlighted areas of concern and current issues within First Nation communities. Committee members were encouraged to educate themselves about First Nations culture and identities and to support FNMI students within their communities.

It was suggested that committee members consider participating in a Blanket Exercise and watch the film Indian Horse.

R. Kuiper reported S. McGahey-Albert is willing to attend a future TVPIC meeting to facilitate the Blanket Exercise. Current FNMI focused activities taking place within TVDSB were noted.

R. Tisdale noted the Ministry of Education recently released new FNMI curriculum. It was suggested an FNMI information session be offered at the next TVPIC event.

6. REPORTS AND PRESENTATIONS

a. PIC Conference Update

A. Wilsher provided an update on the PIC Conference he attended in Toronto. He noted networking with other PICs was a highlight of the weekend.

7. MEMBER UPDATES FROM TVDSB REPRESENTATIVES (Standing Item)

a. Director of Education/Delegate

On behalf of Director L. Elliott, R. Kuiper referred to the report provided in the agenda package. R. Kuiper highlighted upcoming events including: Education Week (May 7-11), Award of Distinction Ceremony (May 10), Celebrating Diversity Conference (May 14), TVEF's Walk & Run for the Fund (June 3) and EQAO Assessments. The theme for Education Week is "Equity in Action".

R. Kuiper provided information on Western University's "Let's Talk Education Community Series" and the Ministry of Education's "Fresh from the Farm" healthy fundraiser partnership.

b. Trustee

R. Tisdale referred to the report provided in advance of the meeting. R. Tisdale noted the current focus of Trustees is Strategic Planning and the Board Budget.

8. TVDSB ADMINISTRATION, TVCHSA, and COMMUNITY REPORTS (Standing Item)

a. Thames Valley Administrators' Committee – Elementary

The report was provided in advance of the meeting. Highlights included the Lawson Literacy Awards celebration taking place at the Education Centre on June 5, EQAO testing and internal school staffing.

b. Thames Valley Secondary School Administrators' Council

M. Flumerfelt referred to the report provided in advance of the meeting. Highlights included the transition from Windows 8 to Windows 10, feedback for the Chromebook pilot project, EQAO testing, internal staffing and the 2018 McTavish Awards at Clarke Road Secondary School.

In response to a question, R. Tisdale explained the Chromebook pilot project process and noted it was an initiative brought forward by Oxford County Trustee G. Hart. M. Flumerfelt spoke to the positive impact the Chromebooks have had within his school.

c. Thames Valley Council of Home and School Associations

J. Nuyens referred to the report provided in advance of the meeting. Highlights included the Ontario Federation of Home and School Associations conference in London on April 27 & 28. Information was shared regarding the Thames Valley Council of Home and School Associations AGM and dinner on 2018 May 14.

d. Community Member Reports - None

9. REPORTS FROM MEMBERS ON TVPIC SUBCOMMITTEES (Standing Item)

a. Event Planning

A. Willsher reported the subcommittee has not yet met.

b. Membership

R. Kuiper reported the membership deadline was extended to 2018 June 1. Membership applications can be found on the TVDSB website under 'News'.

c. Finance

D. Parsons referred to the report provided in the agenda package and noted PIC spending reports are due to the Superintendent by the end of June.

An electronic vote was called on 2018 April 25. The following recommendation was moved and CARRIED:

THAT TVPIC cover the costs for child care services, to a maximum of \$5,000, for TVDSB's Mental Health Conference on May 8, 2018 at King's College.

d. Communications

A. Willsher reported the Communications subcommittee met on Tuesday, May 1 at 7:00 p.m. A message was drafted to be distributed to school council members via Principals. The draft was distributed to members for feedback. Discussion considered the best method of contact between TVPIC and School Councils.

Suggested revisions were captured by A. Willsher. The finalized draft will be sent to the committee members for review prior to being sent to schools.

Committee members responded to questions of clarifications from guest parents regarding subcommittees.

e. Parent Enhancement Fund - None

f. Resources for School Councils - None

10. REPORTS FROM MEMBERS REPRESENTING TVPIC ON OTHER COMMITTEES (Standing Item)

a. Active & Safe Routes to School - None

b. Think About It - None

c. TVDSB Parent Engagement Steering Committee

E. Fahmy reported the final draft of the Parent Engagement Steering Committee report is in progress and will be completed shortly. The report will include suggestions for enhancing Parent Engagement.

11. TVDSB SUPPORT UPDATES (Standing Item)

a. Communications

S. Tucker reported School Councils have reached out for support to promote their School Council events. School Councils that would like their events advertised through TVDSB social media channels are asked to contact R. Kuiper.

b. Parent Engagement Lead

E. Fahmy highlighted the Mental Health Conference that took place on Tuesday, May 8, 2018.

12. CORRESPONDENCE (Standing Item)

A. Willsher noted an e-mail was received asking for a communication channel for TVPIC. It was suggested the new e-mail platform be rolled out to schools as soon as possible.

It was suggested School Councils be notified regarding their current TVPIC email accounts, so they may save the information they need before the new e-mail platform is rolled out.

13. OTHER BUSINESS

a. Subcommittee Mandates

The following motion was moved and CARRIED:

THAT the mandate of the Event Planning Subcommittee be approved as follows: *To plan parent engagement events including, but not limited to guest speakers, training opportunities, and networking events.*

The following motion was moved and CARRIED:

THAT the mandate of the Resources for School Councils Subcommittee be approved as follows: *To maintain, review and/or create materials and documents to support School Councils, and*

Parent Engagement, for example: by-law templates, tip sheets, and Parent Involvement Funds/Parents Reaching Out Grant Guides.

The following motion was moved and CARRIED:

THAT the mandate of the Parent Enhancement Fund Subcommittee be approved as follows: *To facilitate the application process for School Councils to access additional funding for Parent Engagement initiatives and to recommend selected applicants for TVPIC approval.*

The following motion was moved and CARRIED:

THAT the mandate of the Finance Subcommittee be approved as follows: *To collaboratively review monthly financial reports and to report expenditures to TVPIC. To annually present a budget to TVPIC for approval.*

The following motion was moved and CARRIED:

THAT the mandate of the Communications Subcommittee be approved as follows: *To provide advice and suggestions to TVPIC and the Thames Valley District School Board to enhance communication amongst parents, School Councils, the broader community, and TVDSB. To create newsletters and communications relating to Parent Engagement.*

b. Communication from Middlesex School

D. Parsons reported an e-mail was received from a Middlesex school. The school is requesting a TVPIC member attend to present for 20 minutes and discuss planning for next year, pro-grant applications and TVPIC involvement. A. Willsher and D. Parsons will attend.

c. TVPIC Agendas and Minutes

B. Keast noted TVPIC Agendas and Minutes are available on the TVDSB Website under Board – Meetings.

14. FUTURE MEETING DATES, SPEAKERS AND LOCATION

R. Kuiper reported there is a scheduling conflict for the 2018 June 14 TVPIC meeting. At the request of the committee Corporate Services will send out an e-mail to determine member availability on 2018 June 18 and 20.

A. Willsher extended appreciation to S. Vries for assisting in the planning of the May meeting.

15. FUTURE AGENDA ITEMS

- Fundraising FAQ's (May 2014)
- Internal Audits (May 2013)
- Copyright
- Support Document for Parents (Future)
- Webinar (Future)
- TVPIC Volunteer Recognition (Future)

16. ADJOURNMENT

The meeting adjourned at 8:29 p.m. by motion.

RECOMMENDATIONS: None

A. WILLSSHER & L. HONSINGER
CO-CHAIRS