

THAMES VALLEY DISTRICT SCHOOL BOARD SPECIAL MEETING OF THE BOARD AGENDA

June 16, 2020, 5:30 P.M.

Teams Meeting

- 1. CALL TO ORDER**
- 2. O CANADA**
- 3. APPROVAL OF AGENDA**
- 4. CONFLICTS OF INTEREST**
- 5. DIRECTOR'S UPDATE**
- 6. REVISED BUDGET CALENDAR**
- 7. ONLINE BUDGET SURVEY RESULTS**
- 8. 2020-2021 ENROLMENT PROJECTIONS**
- 9. COVID-19 RELATED COSTS**
- 10. PUBLIC INPUT**
Programming for Identified Gifted Students
- 11. COMMITTEE OF THE WHOLE, IN-CAMERA REPORT, 2020 JUNE 16**
- 12. QUESTIONS/COMMENTS BY MEMBERS**
- 13. ADJOURNMENT**



Date of Meeting: 2020 June 16

Item #: 6.0

REPORT TO:	<input type="checkbox"/> Administrative Council <input type="checkbox"/> Program and School Services Advisory Committee <input type="checkbox"/> Policy Working Committee <input type="checkbox"/> Planning and Priorities Advisory Committee <input checked="" type="checkbox"/> Board <input type="checkbox"/> Other:
	For Board Meetings: <input checked="" type="checkbox"/> PUBLIC <input type="checkbox"/> IN-CAMERA
TITLE OF REPORT:	Revised Budget Calendar
PRESENTED BY: <i>(list ONLY those attending the meeting)</i>	Jeff Pratt, Associate Director Cathy Lynd, Superintendent of Business Services Sandra Macey, Manager of Financial Services
PRESENTED FOR:	<input type="checkbox"/> Approval <input type="checkbox"/> Input/Advice <input checked="" type="checkbox"/> Information
Recommendation(s):	
Purpose:	To provide Trustees with the revised 2020-2021 Budget Calendar.
Content:	<p>Changes have been made to the budget calendar based on the late timing of the GSN announcement. In order to approve the budget before the end of July, Special Board Meetings will be required.</p> <p>The proposed key dates are included on the attached calendar and are summarized below. If the GSN announcement is later than June 19th and/or the EFIS system used for Ministry reporting is not available by June 19th, timelines will likely have to be further revised. As per the bylaws, Special Board Meetings shall be held on the call of the Chair and the proposed meeting dates will be finalized and may change as more information becomes available.</p> <ul style="list-style-type: none"> • June 19 – Anticipated GSN Release and EFIS availability • July 13 – Proposed Special Education Advisory Committee Meeting - Preliminary Special Education Budget Presentation • July 14 – Proposed Special Board Meeting - Preliminary Budget Presentation • July 20 – Written Public Input due by 9am • July 21 – Proposed Special Board Meeting – Public Input Received and Budget Debate and Approval <p>Due to constricted time lines this year (similar to last year), additional public input and/or delegations would be received at the proposed Special Board Meeting on July 21st, one week following the preliminary budget presentation. Submissions for public input and/or delegations would be received by Corporate Services no later than July 20th. In addition, online budget input will be available from July 15th to July 20th with communication of any input received shared daily with Trustees during that period.</p> <p>Debate and approval of the 2020-21 Budget is also planned for July 21st. The intent of senior administration is to complete the budget process in July so that we can solely focus our efforts on school re-opening for September 2020, given our new operational realities under COVID-19.</p>

Cost/Savings:	N/A
Timeline:	N/A
Communications:	N/A
Appendices:	Revised 2020-2021 Budget Calendar

Strategic Priority Area(s):

Relationships:

- ☐ Students, families and staff are welcomed, respected and valued as partners.
- ☐ Promote and build connections to foster mutually respectful communication among students, families, staff and the broader community.
- ☒ Create opportunities for collaboration and partnerships.

Equity and Diversity:

- ☒ Create opportunities for equitable access to programs and services for students.
- ☐ Students and all partners feel heard, valued and supported.
- ☐ Programs and services embrace the culture and diversity of students and all partners.

Achievement and Well-Being:

- ☐ More students demonstrate growth and achieve student learning outcomes with a specific focus on numeracy and literacy.
- ☐ Staff will demonstrate excellence in instructional practices.
- ☐ Enhance the safety and well-being of students and staff.

Form Revised June 2019



Date of Meeting: 2020 Jun 16

Item #: 7.0

REPORT TO:	<input type="checkbox"/> Administrative Council <input type="checkbox"/> Program and School Services Advisory Committee <input type="checkbox"/> Policy Working Committee <input type="checkbox"/> Planning and Priorities Advisory Committee <input checked="" type="checkbox"/> Board <input type="checkbox"/> Other:
	For Board Meetings: <input checked="" type="checkbox"/> PUBLIC <input type="checkbox"/> IN-CAMERA
TITLE OF REPORT:	Online Budget Survey Results
PRESENTED BY: (list ONLY those attending the meeting)	Jeff Pratt, Associate Director Cathy Lynd, Superintendent of Business Services Sandra Macey, Manager of Financial Services
PRESENTED FOR:	<input type="checkbox"/> Approval <input type="checkbox"/> Input/Advice <input checked="" type="checkbox"/> Information
Recommendation(s): (only required when presented for approval)	
Purpose:	To summarize budget input received online.
Content:	The attached document summarizes the budget input received online from seven (7) respondents between May 4 and May 29, 2020. While some of the input received is operational in nature and will be captured in the Operational Plan, consideration will be given in budget development to the general themes noted.
Financial Implications:	N/A
Timeline:	N/A
Communications:	N/A
Appendices:	Budget Consultation Summary Report

Strategic Priority Area(s):

Relationships:	<input type="checkbox"/> Students, families and staff are welcomed, respected and valued as partners. <input type="checkbox"/> Promote and build connections to foster mutually respectful communication among students, families, staff and the broader community. <input checked="" type="checkbox"/> Create opportunities for collaboration and partnerships.
Equity and Diversity:	<input checked="" type="checkbox"/> Create opportunities for equitable access to programs and services for students. <input type="checkbox"/> Students and all partners feel heard, valued and supported. <input type="checkbox"/> Programs and services embrace the culture and diversity of students and all partners.
Achievement and Well-Being:	<input type="checkbox"/> More students demonstrate growth and achieve student learning outcomes with a specific focus on numeracy and literacy. <input type="checkbox"/> Staff will demonstrate excellence in instructional practices. <input type="checkbox"/> Enhance the safety and well-being of students and staff.

Form Revised January 2020

TVDSB 2020-21 Budget Consultation Summary Results

Feedback was collected through an on-line survey from May 4 to May 29, 2020 from seven respondents. One was from a parent/guardian of a TVDSB student, two were from TVDSB staff members, and four were from community members.

What suggestions do you have for Goal #1? (Improve student achievement in numeracy)

- Cross Panel collaboration
- Professional development for grade specific teachers

What suggestions do you have for Goal #2? (Improve student achievement in literacy)

- Invest in Benchmark Assessment System learning to determine reading levels of students
- Training for teachers around literacy development in intermediate grades (grades 7 and 8)
- Professional development and resources for teachers, specifically literacy

What suggestions do you have for Goal #3? (Create equitable and inclusive learning and work environments for students and staff)

- More 1:1 Chromebook devices
- Improve school facilities, including the availability of air conditioning (especially high schools in Oxford County)
- More focus on helping schools where student incidents are high
- Provide resources and time for teachers to support students and debrief incidents
- Include parents and educators with the focus on mental wellness

What suggestions do you have for Goal #4? (Enhance two-way communication and improve engagement within our Thames Valley community)

- Continued funding from Ministry of Education to provide non-profit organizations low-cost facility rentals and allow the continuation of high value reasonable cost programming
- Promote Parent Nights
- Teach parents about Google, Brightspace, Vaping, and Cyber Safety, etc.
- Be clear with expectations regarding the use of electronic communication tools (School website; a Twitter @, Facebook @, or Instagram@ page).
- Ask for patience from both students and parents regarding community use programming. The known risks of Covid-19 far outweigh any positives that come from community use.
- School Messenger and the Parent Portal is not accessible or user friendly for many families

General Themes:

- Professional development and training for teachers
- Resources to engage, communicate and inform parents and families
- Resources for facilities and technology





Date of Meeting: 2020 Jun 16

Item #: 8

REPORT TO:	<input type="checkbox"/> Administrative Council <input type="checkbox"/> Program and School Services Advisory Committee <input type="checkbox"/> Policy Working Committee <input type="checkbox"/> Planning and Priorities Advisory Committee <input checked="" type="checkbox"/> Board <input type="checkbox"/> Other:
	For Board Meetings: <input checked="" type="checkbox"/> PUBLIC <input type="checkbox"/> IN-CAMERA
TITLE OF REPORT:	2020-2021 Enrolment Projections
PRESENTED BY: <i>(list ONLY those attending the meeting)</i>	Jeff Pratt, Associate Director Cathy Lynd, Superintendent of Business Services Sandra Macey, Manager of Financial Services
PRESENTED FOR:	<input type="checkbox"/> Approval <input type="checkbox"/> Input/Advice <input checked="" type="checkbox"/> Information
Recommendation(s): <i>(only required when presented for approval)</i>	
Purpose:	To provide Trustees with the enrolment projections that will be used to develop the 2020-2021 budget.
Content:	<p>Enrolment, based on Average Daily Enrolment (ADE) is the key driver in a majority of the Grants for Student Needs (GSN) funding. ADE is based on two count dates, October 31st and March 31st. The Planning Department, with assistance from Watson & Associates, developed enrolment projections for use in building the 2020-2021 annual budget.</p> <p>The attached report shows:</p> <ul style="list-style-type: none"> • The projected ADE for 2020-2021; • The comparative ADE used in the approved 2019-2020 budget, and; • The ADE used in the 2019-2020 Revised Estimates. The 2019-2020 Revised Estimates ADE is based on actual October 31st ADE and projected March 31st ADE. <p>There is a significant increase in enrolment of 2,431.78 ADE budget to budget. A large portion of that increase was realized in the 2019-2020 school year as shown in the Revised Estimates, with an increase of 1,547.43 ADE compared to the approved budget. In addition, there is a large cohort of Grade 8 students progressing to Grade 9 for 2020-2021 (an increase of 395 ADE year over year).</p> <p><u>Risks to the Projected Enrolment</u></p> <p>1) District wide, there is a projected increase of over 4,000 new dwelling units with approximately 900 new elementary students and 300 new secondary students estimated from this residential growth.</p> <p>a. Due to construction delays associated with the Province's state of emergency, there is some risk associated with this projection as dwelling completions and development approvals were delayed; similarly, there may be some impact associated with expected occupancy due to economic uncertainties.</p>

	<p>2) At the time enrolment projections were calculated in early spring, High Credit secondary enrolment was projected to remain consistent with the current year, reflecting a decrease from the 2019-2020 year budget. There is a risk that the Board may experience a significant increase in returning students, above projections, given the ongoing pandemic.</p> <p>3) Projections held International Tuition student enrolment consistent with current year. The arrival of these students will depend on when Canadian VISA Offices abroad open and begin issuing study visas, and when global travel restrictions are lifted. We are working closely with Canada Homestay Network, our homestay provider, to ensure we have hosts available for students who require homestay and to ensure there is a process in place if the public health guidelines require incoming students to self-isolate for 14 days. There is a risk that both elementary and secondary ADE will be lower than projected.</p>
Financial Implications:	
Timeline:	
Communications:	
Appendices:	Enrolment Comparison Report

Strategic Priority Area(s):

Relationships:	<input type="checkbox"/> Students, families and staff are welcomed, respected and valued as partners. <input type="checkbox"/> Promote and build connections to foster mutually respectful communication among students, families, staff and the broader community. <input type="checkbox"/> Create opportunities for collaboration and partnerships.
Equity and Diversity:	<input checked="" type="checkbox"/> Create opportunities for equitable access to programs and services for students. <input type="checkbox"/> Students and all partners feel heard, valued and supported. <input type="checkbox"/> Programs and services embrace the culture and diversity of students and all partners.
Achievement and Well-Being:	<input type="checkbox"/> More students demonstrate growth and achieve student learning outcomes with a specific focus on numeracy and literacy. <input type="checkbox"/> Staff will demonstrate excellence in instructional practices. <input type="checkbox"/> Enhance the safety and well-being of students and staff.

Form Revised January 2020

Board Meeting - June 16, 2020
2020-2021 Preliminary Budget
Enrolment Comparison Report

	2020-2021 Projected Enrolment	2019-2020 Revised Estimates	2019-2020 Approved Budget	Variance	
				2020-21 Projected to 19-20 Rev Est	2020-21 Projected to 19-20 Budget
Elementary	(Note 1)				
Junior Kindergarten	5,429.30	5,346.35	5,042.00	82.95	387.30
Senior Kindergarten	5,547.57	5,469.35	5,516.50	78.22	31.07
Grades 1-3	17,167.24	16,913.07	16,700.20	254.17	467.04
Grades 4-8	29,483.28	28,997.23	28,655.30	486.05	827.98
Elementary Pupils of the Board	57,627.39	56,726.00	55,914.00	901.39	1,713.39
Indigenous Education Service Agreements	73.00	74.00	69.00	(1.00)	4.00
International Tuition	73.00	56.00	57.00	17.00	16.00
Total Elementary Enrolment	57,773.39	56,856.00	56,040.00	917.39	1,733.39
Secondary					
Day School Pupils of the Board	22,749.70	22,082.63	21,931.76	667.07	817.94
Independent Studies	50.00	50.00	65.00	-	(15.00)
High Credit	190.62	190.62	228.94	-	(38.32)
Indigenous Education Service Agreements	159.02	170.07	151.41	(11.05)	7.61
International Tuition	275.13	301.11	348.97	(25.98)	(73.84)
Total Secondary Enrolment	23,424.47	22,794.43	22,726.08	630.04	698.39
Total Board Enrolment	81,197.86	79,650.43	78,766.08	1,547.43	2,431.78

Notes:

1) 2020-21 enrolment projections provided by the Planning Department



Date of Meeting: 2020 June 16

Item #: 9.0

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	For Board Meetings: <input checked="" type="checkbox"/> PUBLIC <input type="checkbox"/> IN-CAMERA
TITLE OF REPORT:	COVID-19 Related Costs
PRESENTED BY: (list ONLY those attending the meeting)	Jeff Pratt, Associate Director Cathy Lynd, Superintendent of Business Sandra Macey, Manager of Finance
PRESENTED FOR:	<input type="checkbox"/> Approval <input type="checkbox"/> Input/Advice <input checked="" type="checkbox"/> Information
Recommendation(s): (only required when presented for approval)	
Purpose:	<p>The Board has realized both reduced expenses and additional costs related to COVID-19 impacts with savings exceeding additional expenses at this time. Based on current information, we anticipate approximately \$6.7 million in reduced expenses related to COVID-19, primarily driven by decreased casual salaries, transportation and utilities/energy costs.</p> <p>To date we have incurred approximately \$1.6 million on incremental costs related to the COVID-19 pandemic and the associated closure of school and administrative buildings, for the period of March 16, 2020 and projected to June 30, 2020. Due to the many unknown factors at this time, we expect there will continue to be unanticipated COVID-19 related costs as we navigate these unprecedented times. From a financial perspective, we expect to be able to absorb all anticipated and unanticipated costs related to the pandemic within the current budget. The August 31st year end reporting will provide an update on actual amounts incurred.</p> <p>Additional Costs/Revenue Reduction (Approximately \$1.6 million):</p> <ul style="list-style-type: none"> Technology: iPad, iphone, data and licence purchases to support students with distance based learning totals approximately \$516,000. We expect further costs to be incurred over the summer months as we continue to support families with distance based learning and prepare for September school start up. Salary Paid to Casual Staff: Casual staff who were not working due to the school closure were paid for the first two weeks after March break based on their average wages for the eight weeks proceeding March break. This is an approximate cost of \$768,000. Operating and Maintenance Costs: There have been purchases of additional disposable nitrile gloves, disinfectant wipes, hand sanitizer, hand soap, paper towels, and disinfecting equipment. This totals an approximate cost of \$39,000 to date. <ul style="list-style-type: none"> Significant expenses are expected over the upcoming summer months with respect to preparations for school readiness in the fall. This will include electrostatic backpack sprayers for the application of disinfectant, school signage for COVID-19 related precautions and

	<p>best practices (i.e. directional stickers for floors), and protective barriers for school administrative offices, where applicable.</p> <ul style="list-style-type: none"> Rental Revenue: The revenue not charged for facility rentals for Daycare Centres, Family Centres, Before and After School Programs and EarlyON programs for the months of March, April, May and June totals approximately \$260,000. Should these programs not continue past June 30th, the approximate loss of revenue is \$62,000 per month for July and August.
Content:	
Financial Implications:	
Timeline:	
Communications:	
Appendices:	

Strategic Priority Area(s):

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Form Revised January 2020

PUBLIC INPUT - SCHEDULE OF PRESENTERS (June 16, 2020)

Start Time	Time Allotted (min)	Name of Presenter	Organization/ Individual	Key Message
6:45	10	Beth Mai	Masonville Home and School/ Association for Bright Children of Ontario	Proposed changes to the special education programming and policy development for the 2020-2021 school year and beyond.
6:55	5	Laura Wise (Haveman)	Individual	I would like to speak to the board on behalf of my son whose gifted educational programming has been dramatically changed by TVDSB staff.
7:00	5	Becky Ahrens	Individual	I would like to address the board to share my concerns about the changes to gifted programming by staff and the impact of those changes on stakeholders.
7:05	5	Tabitha Miller	Individual	I would like to address the board regarding changes to the gifted programming and the need for stakeholder involvement as well as evidence based practices regarding these changes.
7:10	5	Erin MacDonald	Individual	I would like to address the board to share my concerns about the proposed changes to gifted programming and the impact of those changes on special education students.
7:15	5	Gary Larivee	Individual	Itinerant Gifted program changes.
7:20	5	Jonathan Brunskill	Individual	I would like to address the board to express my concerns about the changes to gifted programming in TVDSB and the need for stakeholder input and evidence-based practices to inform those decisions.
7:25	5	Sarah Ly	Individual	I would like to speak to the board on behalf of my special education child whose educational programming may be dramatically impacted by planned changes to delivery.
7:30	5	Maggie McDermott	Individual	I would like to speak to the board on behalf of my special education children whose educational programming has been dramatically changed by TVDSB staff and the Gifted Programming they've received.
7:35	5	Helu Hebb	Individual	I would like to address the board to share my concerns about the changes to gifted programming in TVDSB and the impact of those changes on life of gifted children, this could be emotional, psychological, social and other changes that could affect their lives.

				Also I would like to express that the appropriate intervention of gifted kids brings a positive development of a community.
7:40	5	Paul Barron	Individual	Gifted Programming Changes - I would like to address the board to express my concerns about the changes to gifted programming in TVDSB and the need for stakeholder input and evidence-based practices to inform those decisions.
7:45	5	Nikhil Chopra	Individual	I would like to address the board to proposed changes to gifted programming at TVDSB and the need for stakeholder input.
7:50	5	Tracy Leckie	Individual	Changes in supports for gifted children.
7:55	5	Christine Thammavongsa	Individual	I would like to address the board to express my concerns about the proposed changes to supports for gifted students in TVDSB and the need for stakeholder input and evidence-based practices to inform this decision-making.
8:00	5	Steve Martin	Individual	I would like to discuss my concerns about the changes to gifted programming in TVDSB and the need for stakeholder notice, input and the need for evidence-based decision making in arriving at changes to gifted programming.