

THAMES VALLEY DISTRICT SCHOOL BOARD

REGULAR MEETING

**2018 September 25, 7:00 P.M.
BOARD ROOM, EDUCATION CENTRE**

The Board met in regular session on 2018 September 25 in the Board Room at the Education Centre, meeting in public session at 7:02 p.m. The following were in attendance:

TRUSTEES

| | |
|-----------------|-------------|
| M. Reid (Chair) | S. Chun |
| J. Bennett | B. McKinnon |
| R. Campbell | A. Morell |
| C. Goodall | S. Polhill |
| G. Hart | P. Schuyler |
| P. Jaffe(-8:53) | J. Skinner |
| I. Frick | R. Tisdale |
| N. Bajaj | J. Todd |

ADMINISTRATION AND OTHERS

| | |
|--------------------|-------------------|
| L. Elliott | P. Skinner |
| S. Mark | P. McKenzie |
| J. Pratt | M. Moynihan |
| S. Builder | S. Powell |
| A. Canham | P. Sydor |
| R. Culhane | T. Testa |
| M. Deman | L. Griffith-Jones |
| K. Edgar | M. Heath(-7:45) |
| R. Kuiper | A. Chahbar |
| D. Macpherson | J. Knight(-8:55) |
| C. Yeo | B. Williams |
| C. Glaser (-8:55) | S. Smith |
| R. Kamphuis(-8:55) | |

REGRETS

R. Campbell

1. CALL TO ORDER

Board Chair M. Reid called the meeting to order at 7:02 p.m. and acknowledged the traditional territory on which the Board meeting is held.

2/3. O CANADA

The appreciation of the Board was extended to St. Georges P.S. for their performance and to Conductor Karen Butler for leading in the playing of O Canada and two musical selections.

4. APPROVAL OF AGENDA

The agenda was approved on motion of Trustee A. Morell, seconded by Trustee G. Hart.

5. OFFICIAL RECORD

B. Williams, Supervisor, Corporate Services, read the following official record into the minutes:

"We regret to record the death of Aleiya Rose Hellowell-Hall on July 30. Aleiya was a student at Parkhill-West Williams Public School."

6. RECOGNITIONS – None

7. CONFLICTS OF INTEREST – None

8. CHAIR'S ANNOUNCEMENTS

Chair Reid reported he attended opening night of the Grand Theater's High School Production.

S. Polhill recognized Home and School Association volunteer Mary Hope for years of service and dedication. Ms. Hope recently passed away.

9. DIRECTOR'S ANNOUNCEMENTS

L. Elliott recognized C. Camillo, Learning Coordinator, T. Kennedy, former Student Trustee, and M. Sereda, Learning Coordinator who have been nominated for the first ever Peace Award from the

Atlohso Native Family Healing Services. The ceremony will be held 2018 October 11 at the London Convention Center.

L. Elliott recognized members of the Communications and ITS departments for their work on the new Board/school websites. The websites have been recognized for three awards this year.

L. Elliott further reported the School within a School Initiative has been nominated for the Community Innovation Award given annually by the Pillar Non Profit Network.

10. PUBLIC INPUT -none

11. MINUTES OF THE 2018 JUNE 26 REGULAR BOARD MEETING AND 2018 SEPTEMBER 11 SPECIAL BOARD MEETING

a. Confirmation of Minutes

The minutes of the Regular Board Meeting of 2018 June 26 were adopted on motion of Trustee A. Morell, seconded by Trustee G. Hart and CARRIED.

The minutes of the Special Board Meeting of 2018 September 11 were adopted on motion of Trustee A. Morell, seconded by Trustee G. Hart and CARRIED.

b. Business Arising from the Minutes

In reference to the minutes of 2018 June 26, agenda item #13.c, K. Edgar advised on the use of a common protocol to ensure enhanced community coordination and response.

Chair Reid confirmed E. Young was appointed to the First Nations Advisory Committee by the Chippewas of the Thames.

12. STUDENT TRUSTEES' UPDATE

a. Student Advisory Council Minutes

The 2018 September 12 minutes of the Student Advisory Council were provided for information.

S. Chun reported on the activities of the Ontario Student Trustee Association noting she has been selected as the Administrations Coordinator for the Executive Council. I. Frick and N. Bajaj reported on the recent meeting of the Student Advisory Council. I. Frick reported she was selected to be the Indigenous Relations Working Group Co-chair for the Ontario Student Trustee Association. N. Bajaj reported she was selected to be the Southwestern Representative for the Public Board Cabinet.

13. PRESENTATIONS FROM ADMINISTRATION

a. Southwestern Ontario Student Transportation Services Start Up

J. Pratt welcomed and introduced M. Heath, Chief Administrative Officer of the Southwestern Ontario Student Transportation Services to provide an overview of the 2018-2019 start up experience.

M. Heath reported on the number of students using STS services, the number of routes, the charter trips completed and planned, changes to the inclement weather policy in relation to fog delays, and the applications available to parents and school staff to ensure effective communication regarding bus runs. Behaviour on the bus continues to be an area of focus. The availability and content of the quarterly reports and the Annual report were described.

Questions of clarification regarding the change to the inclement weather policy and the process for booking charter busses were addressed by M. Heath.

b. 2017-2018 Operational Plan Accomplishments

L. Elliott presented the 2017-2018 Operational Plan Accomplishments acknowledging the work of TVDSB staff.

14. REPORTS FROM THE ADMINISTRATION

a. **Video Surveillance System – Proof of Concept of New Centralized Solution and Hardware Replacement Mitigation**

S. Builder presented for approval funds to support implementation of a proof of concept for a new centralized video surveillance solution at five TVDSB sites, and the purchase of video surveillance replacement hardware to support current operational needs at all other TVDSB sites with video surveillance systems. Present at the meeting were C. Glaser, Manager Information Technology Services, R. Kamphuis, Project Manager Information Technology Services, J. Knight, Manager Financial Services, and C. Yeo, Manager Facility Services.

C. Glaser provided the rationale for the request and responded to questions of clarification regarding funding, selection of the sites, and use of video surveillance.

Discussion considered the use of Appropriated Accumulated Surplus for the initiative.

The following recommendation was moved by Trustee M. Reid, seconded by Trustee P. Jaffe and CARRIED:

THAT funds not to exceed \$650,000 be appropriated to support implementation of a proof of concept for a new centralized video surveillance solution at five TVDSB sites, and the purchase of video surveillance replacement hardware to support current operational needs at all other TVDSB sites with video surveillance systems. To be funded through unappropriated accumulated surplus.

b. **Communications Technology Initiative – Project Management and Interim Telephone Hardware Mitigation**

S. Builder presented for approval funds to support project management services for a multi-year, unified communications project; and the purchase of hardware equipment and support services to mitigate disruption within the Board's current telephone system.

C. Glaser provided the rationale for the request highlighting the findings of a recent assessment.

Questions of clarification regarding the role of the proposed project manager and the timing of their hiring were addressed by C. Glaser. It was suggested the project manager be hired for 1 year with the expectation the role be reviewed at budget time to determine if there is a need for a more permanent position in IT. It further was noted the 1-year would be sufficient until the Board made a decision regarding funding following the request for proposal process.

The following recommendation was moved by Trustee R. Tisdale, seconded by Trustee A. Morell and CARRIED:

THAT additional funding of \$100,000 for the purchase of spare equipment and support maintenance services to minimize risk of telephone service disruption to the Board in the event of telephone system hardware failures be approved. To be funded through unappropriated accumulated surplus.

The following recommendation was moved by Trustee R. Tisdale, seconded by Trustee J. Bennet and CARRIED:

THAT funding of \$80,000 for the hire of a 1-year temporary project manager to lead the procurement and multi-year implementation of a new unified communications solution for the board be approved with an option to extend for an additional year, if required, at \$80,000. To be funded through unappropriated accumulated surplus.

c. **Business Continuity and Disaster Recovery Budget Request and Project Update**

J. Pratt presented for approval funds to support the development of a Business Continuity Plan and a Disaster Recovery Plan.

The following recommendation was moved by Trustee A. Morell, seconded by Trustee R. Tisdale and CARRIED:

THAT an in-year budget request of \$100,000 to pay a third party vendor ("vendor") to research and write a comprehensive Business Continuity Plan ("BCP") and a Disaster Recovery Plan ("DRP") be approved. To be funded through unappropriated accumulated surplus.

15. REPORTS FROM BOARD COMMITTEES

a. Policy Working Committee Report, 2018 June 26

Trustee Morell referred to the written report of the Policy Working Committee (Item 15.a) provided to the Trustees in advance of the meeting. Revised procedures approved by the Committee were provided for information.

In response to a question, D. Macpherson was asked to follow up to determine if the Corporate Email Independent Procedure required additional revisions given the assignment of TVDSB emails to School Council and Thames Valley Parent Involvement Committee members.

b. Chair's Committee Report, 2018 September 18

Trustee Morell referred to the written report of the Chair's Committee (Item 15.b) provided to the Trustees in advance of the meeting.

The following recommendation was moved by Trustee A. Morell, seconded by Trustee R. Tisdale and CARRIED:

THAT the membership to Ontario Public School Board Association be renewed.

c. Special Education Advisory Committee, 2018 September 10

Trustee Goodall referred to the written report of the Special Education Advisory Committee (Item 15.c) provided to the Trustees in advance of the meeting. There were no recommendations.

d. Planning and Priorities Advisory Committee, 2018 September 10

Trustee Goodall referred to the written report of the Planning and Priorities Advisory Committee (Item 15.d) provided to the Trustees in advance of the meeting. There were no recommendations.

e. Audit Committee, 2018 September 11

Trustee Morell referred to the written report of the Audit Committee (Item 15.e) provided to the Trustees in advance of the meeting. There were no recommendations.

f. Thames Valley Parent Involvement Committee, 2018 September 13

Trustee Tisdale referred to the written report of the Thames Valley Parent Involvement Committee (Item 15.f) provided to the Trustees in advance of the meeting. R. Tisdale highlighted the reestablishment of the Parent Engagement Fund encouraging parent groups to apply. In response to a question, D. Macpherson confirmed the rules against the recreational use of cannabis in schools.

g. First Nations Advisory Committee, 2018 September 18

Trustee Schuyler referred to the written report of the First Nations Advisory Committee (Item 15.g) provided to the Trustees in advance of the meeting. There were no recommendations. Administration responded to questions of clarification regarding the Adult FNMI School within a College program.

h. Committee of the Whole, In-Camera Report, 2018 September 11

Trustee Morell advised the Committee of the Whole met in-camera from 5:00 p.m. to 6:14 p.m. The committee discussed personal and legal matters.

The following recommendation was moved by Trustee Morell, seconded by Trustee S. Polhill and CARRIED:

THAT the motions approved at the in-camera session of 2018 September 25 related to personal and legal matters be approved.

16. TRUSTEE UPDATES FROM EXTERNAL COMMITTEES

a. Ontario Public School Boards' Association (OPSBA) Update

Chair Reid reported he is attending the OPSBA Board of Directors Meeting 2018 September 28-29 noting the planned content for the two day meeting.

b. Thames Valley Education Foundation (TVEF)

Trustee McKinnon provided a verbal update on the activities of the Thames Valley Education Foundation highlighting the success of the backpack program and noting the tremendous efforts of volunteers. B. McKinnon further advised on the opening for the Community and Corporate Development Assistant position.

17. COMMUNICATIONS

a. Elementary Teachers Federation of Ontario - Provided for information.

18. NOTICE OF MOTION – none

19. MOTION – NOTICE OF WHICH HAS BEEN GIVEN – none

20. ADDITIONAL ITEMS – none

21. QUESTIONS/COMMENTS BY MEMBERS

A. Morell reported on the new subdivision that has been approved in Thorndale enquiring if there is an accommodation plan for West Nissouri P.S. In response, S. Mark reported Capital Planning monitors new residential development noting it takes 6-10 years for new developments to yield students. The tools available to the Board to accommodate students were listed and included accommodation reviews, holding zones and the use of portables.

In response to a question, L. Griffith-Jones confirmed 105 AEDS have been installed. Trustee J. Skinner expressed appreciation noting there are now only nine remaining schools waiting for the installation of AEDs.

R. Tisdale referenced a news article by the Ottawa Sun regarding the practice of grade inflation. D. Macpherson advised he is not aware of the practice, but offered to follow up with school personnel.

22. ADJOURNMENT

The meeting adjourned at 9:29 p.m. on motion of Trustee J. Todd, seconded by Trustee C. Goodall and CARRIED.

Confirmed:

Chairperson

SUMMARY OF APPROVED RECOMMENDATIONS OF 2018 SEPTEMBER 25

THAT funds not to exceed \$650,000 be appropriated to support implementation of a proof of concept for a new centralized video surveillance solution at five TVDSB sites, and the purchase of video surveillance replacement hardware to support current operational needs at all other TVDSB sites with video surveillance systems. To be funded through unappropriated accumulated surplus.

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THAT an in-year budget request of \$100,000 to pay a third party vendor ("vendor") to research and write a comprehensive Business Continuity Plan ("BCP") and a Disaster Recovery Plan ("DRP") be approved. To be funded through unappropriated accumulated surplus.

THAT the membership to Ontario Public School Board Association be renewed

THAT the motions approved at the in-camera session of 2018 September 25 related to personal and legal matters be approved.