

**JANUARY 22, 2018**  
**COMMITTEE OF THE WHOLE MEETING**

The Waterloo Region District School Board held a Committee of the Whole Meeting this evening at 6:30 p.m. in the Education Centre Boardroom, with the following members in attendance: S. McMillan (Chairperson), J. Hendry, T. Martin, C. Millar, M. Ramsay, K. Smith, N. Waddell, C. Waterfall, C. Watson and K. Woodcock.

Trustee C. Harrington was unable to attend this evening's meeting.

Student Trustees G. Kenyon and K. Shaban were not in attendance.

The following senior administration members were in attendance: J. Bryant (Director of Education and Secretary), M. Gerard, S. Lomax, S. Miller, P. Rubenschuh, L. Read, G. Shantz and M. Weinert.

Other staff in attendance: L. Agar, S. Galliher, I. Gaudet, N. Landry, S. Longeway, N. Manning and S. Reidel.

**CALL TO ORDER**

Chairperson S. McMillan called the meeting to order at 6:30 p.m.

**APPROVAL OF AGENDA**

1. Moved by K. Woodcock, seconded by N. Waddell:

**That the agenda of the January 22, 2018, Committee of the Whole Meeting be approved and that the Verbal Report on Workplace Violence be presented before Policy and Governance.**

-Carried-

**DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest.

**ANNOUNCEMENTS**

Trustee C. Waterfall attended tours of both Hillcrest Public School and Woodland Park Public School.

Trustee M. Ramsay joined the meeting at 6:37 p.m.

**DELEGATIONS**

The following delegations were scheduled to speak at this evening's meeting:

- Greg Weiler & Jeff Pelich, ETFO - Workplace Violence

Trustee J. Hendry joined the meeting at 6:46 p.m.

## **VERBAL REPORT ON WORKPLACE VIOLENCE**

This report was provided for information.

Coordinating Superintendent M. Weinert and Superintendent S. Millar provided data on student aggression. There was an increase in September of reported student aggression incidents. The presentation touched on provincial and sector perspectives, WRDSB incident reports from 2015-16, 2016-17 and current year to date, as well as next steps.

Peaks in reported incidents appear to occur at the beginning of the year and when students have been away from school for extended breaks. The majority of incidents did not result in a physical injury. WRDSB currently has less time lost due to student aggression than other boards are reporting.

Health and Safety is working with Special Education on actions including a safety plan summary for occasional staff, mandatory behaviour management training, bi-annual safety training for administrators and is continuing their work with labour partners and staff.

Trustees brought forward a number of questions to staff and began a lengthy conversation on next steps. It was noted that many younger students, often junior kindergarten to grade two, may not be diagnosed or their exceptionality is not yet know. Trustees were also informed that Health and Safety reviews each incident report and works through ways to reduce future incidents with assistance from Learning Services and/or Special Education.

Concerns Trustees discussed included:

- ensuring focus is not just on aggression from students with special needs, but for all students
- staff burnout and well-being when dealing with student aggression on a daily basis
- well-being/education of other students in the classroom during an incident
- the need to ensure procedures such as safety plans, are being enforced and followed.

Trustees agreed that these concerns should be shared with the Ministry of Education and that the Ontario Public School Board Association should also be made aware.

2. Moved by N. Waddell, seconded by T. Martin:

**That the Waterloo Region District School Board send a letter to the Minister of Education and to the Ontario Public School Board Association expressing our concerns for the increasing occurrences of student aggression in the classroom and to include a call for more funding for supports in the classroom, and to send a copy of this letter to the other school boards in Ontario.**

-Carried-

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Trustees discussed the data and felt it would be beneficial to receive further details in order to determine where resources are needed, such as:

- secondary and elementary split
- data by grade
- data by incident type
- data by injury
- split between student with special needs and students without special needs.
- the correlation between number of on-site administrators and number of incidents. (Small schools may need VPs to assist)
- the number of students involved in the incidents
- data on “runners”

The cost, in staff time, of developing a detailed report is not known at this time. Once a template is developed it would be relatively easy to populate.

Coordinating Superintendent M. Weinert is not aware of any other school boards who currently share detailed reports on student aggression. He noted the importance of showing the data in a way which is sensitive to students and staff.

Director J. Bryant indicated that staff’s next steps will be to work closely with all partners and to continue to act on data as it is received to support staff.

3. Moved by C. Watson, seconded by C. Waterfall:

**That the Waterloo Region District School Board receive a quarterly written monitoring report for trustees on student aggression; and**

**That the report include incident and injury specific data, and classroom evacuations shown by grade level and elementary/secondary; and**

**That the report includes any other information that would help track and identify strategies in the future.**

-Carried-

Opposed: M. Ramsay

**POLICY AND GOVERNANCE**

**REVIEW OF BOARD POLICY 2012 – ACCESS TO DIGITAL RESOURCES AND TECHNOLOGY**

Trustee Watson asked if we had any information regarding student screen time in the classroom. Superintendent G. Shantz made mention of an article which indicated students are not recommended to have more than two hours of recreational screen time a day. Current practice is for teachers to use an array of learning styles in their classroom.

Trustees requested that the year 2015 be added to the mention of Safety Code 6 in section 2.5.

4. Moved by K. Woodcock, seconded by C. Watson:

**That the Waterloo Region District School Board approve Board Policy 2012 – Access to Digital Resources and Technology as presented at the January 22, 2018, Committee of the Whole Meeting.**

-Carried-

**REVIEW OF BOARD POLICY 4007 – APPROVAL OF RESEARCH PROJECTS**

Trustees requested that any procedures be listed in the Related Documents.

5. Moved by K. Woodcock, seconded by C. Millar:

**That the Waterloo Region District School Board approve Board Policy 4007 – Approval of Research Projects as presented at the January 22, 2018, Committee of the Whole Meeting.**

-Carried-

**REVIEW OF BOARD POLICY 6002 – COMPULSORY STUDENT ENROLMENT**

6. Moved by C. Waterfall, seconded by K. Woodcock:

**That the Waterloo Region District School Board approve Board Policy 6002 – Compulsory Student Enrolment as presented at the January 22, 2018, Committee of the Whole Meeting.**

-Carried-

**REVIEW OF BOARD POLICY 6005 – ALTERNATIVES IN EDUCATION**

7. Moved by J. Hendry, seconded by C. Waterfall:

**That the Waterloo Region District School Board approve Board Policy 6005 – Alternatives in Education as presented at the January 22, 2018, Committee of the Whole Meeting.**

-Carried-

**REVIEW OF BOARD POLICY 6007 – SCHOOL NUTRITION**

Trustees requested that the word parent be changed to caregiver in Section 1.

8. Moved by J. Hendry, seconded by C. Waterfall:

**That the Waterloo Region District School Board approve Board Policy 6007 – School Nutrition as presented at the January 22, 2018, Committee of the Whole Meeting.**

-Carried-

Trustees requested that all policies coming forward be consistent in their use of Waterloo Region District School Board and WRDSB for the second mention.

**REPORTS**

**MAJOR CAPITAL PROJECTS QUARTERLY UPDATE REPORT**

This report was provided for information.

I. Gaudet, Facility Services Controller, shared the update on major capital projects. Work at Groh Public School and Chicopee Hills Public School is now complete. There is a sod turning event at Janet Metcalfe on Tuesday, January 23, 2018.

All projects are proceeding as planned through the design and construction stages with the following updates:

- The school referred to as South West Kitchener (Rosenberg III) has now been officially named Janet Metcalfe Public School. Some schedule concerns are being experienced due to extreme weather related delays in December and January.
- At Grand River Collegiate Institute, we will be adding scope to the 10 room addition project. In the existing school, we will be replacing the aging boiler and chiller as well as replacing a Limited Use Limited Accessibility elevator with a regular elevator. In addition, we will be conducting renovations in the school to temporarily accommodate students from Rosemount Public School.
- At Queensmount Public School, we have revised the completion date from January 2018 to March 2018 due to slower-than-expected construction progress in the fall.

### **INTERIM FINANCIAL REPORT AND FORECAST AT NOVEMBER 30TH**

This report was provided for information.

N. Landry, Financial Services Controller, presented the Interim Financial Report. The information contained in the report was based on financial results up to November 30, 2017. Consistent with the approved budget for 2017-18, staff expects the Board to finish the year in a balanced position. This was confirmed through our submission of the Revised Estimates to the Ministry of Education on December 15, 2017, which showed a balanced budget.

Trustees requested that future reporting include a further breakdown of the Special Education Budget.

### **LONG TERM ACCOMMODATION PLAN FINAL DRAFT**

This report was provided for information.

L. Agar, Senior Planner, provided the Draft Long-Term Accommodation Plan (LTAP) to the Board of Trustees following several months of collaborative development of the document. The draft plan identifies short-term and medium-term recommendations where needs have been identified. Recommendations include classroom additions, boundary studies, partnership opportunities and pupil accommodation reviews.

A public information meeting will be held January 25, 2018. The purpose of this meeting will be to share the Draft LTAP and solicit feedback from stakeholders. Any revisions will be made prior to the Final Long-Term Accommodation Plan being presented to Trustees for approval at an upcoming Committee of the Whole meeting.

Trustees and staff discussed the strategy in place for community consultation including connecting with Waterloo Region Assembly of Public School Councils (WRAPSC). Paper copies will be made available for parents without internet access upon request. Senior Planner L. Agar spoke to the focus groups previously involved in developing the framework for the document. Business Services will be working closely with Communications to ensure schools are aware of the document and its contents.

### **EXTENDED DAY PROGRAM FEES FOR 2018-2019**

N. Landry, Financial Services Controller, presented the proposed Extended Day fee for 2018-19. The Extended Day Program (EDP) fee is established annually in accordance with Ministry of Education (Ministry) guidelines outlined in [O.Reg 221/11](#) and a costing template issued by the Ministry is used to calculate the fee. The underlying objective in establishing the fee is to ensure it bears a reasonable relationship to incremental operating costs incurred by the Board and that the program operates on a cost-recovery basis.

Key factors impacting the proposed rate include wages and benefits, administrative support and special education support.

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9. Moved by K. Smith, seconded by J. Hendry:

**That the Waterloo Region District School Board approve the Extended Day Program fee of \$26.00 per day, per child, for the 2018-2019 school year.**

-Carried-

**BOARD POLICY – DRUG EDUCATION AND ADDICTIVE BEHAVIOURS**

Superintendent P. Rubenschuh presented the new policy which was developed based on a number of commitments staff made around creating a drug strategy. This policy will be presented to administrators at the upcoming Safe Schools and Health and Safety Mid-Year Update Training occurring on February 26 and 27, 2018. Professional development for physical education staff has begun. WRDSB will continue to work with Waterloo Region Integrated Drug Strategy (WRIDS) and its partners.

Trustees discussed the Good Samaritan Drug Overdose Act and the importance of making students aware of it. P. Rubenschuh noted that all resources received will be made available to educators. Students will be encouraged to call 911 first and foremost.

Trustees agreed to add “other substances” to Section 1.1.

Trustees expressed an interest adding a full list of community partners and possibly rewording section 1.2.

10. Moved by C. Watson, seconded by K. Smith:

**That the Waterloo Region District School Board approve the new Board Policy Drug Education and Addictive Behaviours as presented at the January 22, 2018, Committee of the Whole Meeting, pending review by PIC, SEAC and Student Senate; and**

**That the policy come back to the Board at the Committee of the Whole meeting on February 12, 2018.**

-Carried-

**BOARD PROCEDURE – DISPOSAL OF SHARP ITEMS, NEEDLES AND BIOHAZARDOUS WASTE**

This report was provided for information.

Superintendent P. Rubenschuh presented the current version of the new procedure. There will be ongoing changes to the procedure and it will be presented to Administrators at the upcoming Safe Schools and Health and Safety Mid-Year Update Training occurring on February 26 and 27, 2018. The procedure covers the disposal of hazardous items.

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**QUESTION PERIOD**

Trustee Watson made mention of a parent concern she received around politicians in the classroom. Trustees may need to revisit discussions around circumstances where politicians speak with students and the use of students/schools for political activities.

**FUTURE AGENDA ITEMS**

Trustee K. Woodcock served the following Notice of Motion as support by Trustees C. Waterfall, N. Waddell and C. Millar.

**That an Ad Hoc Committee be formed to review the Bylaws for the Waterloo Region District School Board and provide recommended revisions to the Bylaws in a report to the Board before or by May 31, 2018.**

**ADJOURNMENT**

11. Moved by J. Hendry, seconded by K. Woodcock:

**That the Committee of the Whole Meeting of January 22, 2018, be adjourned.**

-Carried-

The meeting adjourned at 9:14 p.m.