

JUNE 17, 2019
COMMITTEE OF THE WHOLE MEETING

The Waterloo Region District School Board held a Committee of the Whole Meeting this evening at 7:00 p.m. in the Education Centre Boardroom, with the following members in attendance: J. Herring (Chairperson), K. Meissner, C. Millar, S. Piatkowski, M. Ramsay, K. Smith, N. Waddell, C. Watson, J. Weston and K. Woodcock.

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

Student Trustees O. Judelson-Kelly and B. Wahl were in attendance.

The following senior administration members were in attendance: J. Bryant (Director of Education and Secretary), I. Gaudet, M. Gerard, B. Lemon, S. Lomax, A. Mercier, S. Miller, E. Ranney, L. Read, P. Rubenschuh, A. Russell and M. Weinert.

Other staff in attendance: R. Dallan, R. Howey, K. Penticost, S. Reidel and L. Slupeiks.

CALL TO ORDER

Chairperson J. Herring called the meeting to order at 7:06 p.m.

APPROVAL OF AGENDA

1. Moved by J. Weston, seconded by C. Millar:

That the agenda of the June 17, 2019, Committee of the Whole Meeting be approved.

-Carried-

DECLARATIONS OF PECUNIARY INTEREST

Trustee C. Watson declared a conflict of interest during the in camera meeting.

ANNOUNCEMENTS

Student Trustees shared the success of the last student senate meeting of the year with both current, outgoing and incoming members present.

Trustee S. Piatkowski attended both the Janet Metcalfe Public School official opening and the System Leaders' Meeting last week.

Trustee N. Waddell joined the meeting at 7:10 p.m.

Student Trustees O. Judelson-Kelly spoke at the opening ceremonies of the Cameron Heights Collegiate Institute 50th Anniversary celebration, which was also attended by Trustees K. Smith, M. Ramsay and J. Weston were also in attendance.

Trustee M. Ramsay joined the meeting at 7:12 p.m.

Chairperson J. Herring shared regrets from Trustee C. Whetham.

Chairperson J. Herring brought greetings from the Board at the Janet Metcalfe Public School official opening and the Elementary Teachers' Federation of Ontario annual celebration.

DELEGATIONS

There were no delegations.

POLICY AND GOVERNANCE

REVIEW OF BOARD POLICY 2010 – ASSESSMENT, EVALUATION AND REPORTING

2. Moved by K. Smith, seconded by J. Weston:

That the Waterloo Region District School Board approve Board Policy 2010 – Assessment, Evaluation and Reporting as presented at the June 17, 2019, Committee of the Whole Meeting.

-Carried-

REVIEW OF BOARD POLICY 4019 – WCSSAA

3. Moved by K. Meissner, seconded by M. Ramsay:

That the Waterloo Region District School Board approve Board Policy 4019 – WCSSAA as presented at the June 17, 2019, Committee of the Whole Meeting.

-Carried-

Opposed: K. Smith

REPORTS

ANNUAL PUPIL ACCOMMODATION GRANT – SCHOOL RENEWAL

Business Services establishes the spending priorities for major maintenance programs through condition assessments performed by Facility Services staff and/or outside consultants. The funds available are divided between major maintenance items and program needs. Major maintenance and program improvements proposed in this budget have been prioritized with the intent to bring older schools up to current standards. Many prioritized projects for both major maintenance and program improvements cannot be funded from the amount available in the anticipated allocation.

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R. Dallan, Manager of Capital Projects, presented the 2018-19 capital projects categorized by Building Envelope, Special Education, Service Upgrades, Interior Finishes, Site Improvements, HVAC, Program Upgrades, Accessibility and Energy Conservation. He highlighted the accessibility projects.

Trustees asked a number of questions regarding the various projects and, as a result, R. Dallan will provide further information on radon testing in the future. He will also ensure the Glencairn Public School playground has adequate drainage.

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

That the Waterloo Region District School Board approve the 2019-2020 Pupil Accommodation Grant expenditures for the year September 1, 2019 to August 31, 2020, not to exceed the estimated level of grant received from the Ministry of Education for School Renewal Allocation, as established in the budget of the report entitled, 2019-2020 Pupil Accommodation Grant – School Renewal Allocation, dated June 17, 2019.

-Carried-

ANNUAL SCHOOL CONDITION IMPROVEMENT GRANT – SCHOOL RENEWAL

This report was provided for information.

Several projects for major maintenance are prioritized and funded from the annual Pupil Accommodation Grant – School Renewal but not all prioritized projects can be completed due to the limited amount of funding available. This additional School Condition Improvement (SCI) Grant will allow for completion of backlogged prioritized projects in the 2019-2020 school year. The intent of these prioritized projects is to bring older schools up to current standards.

2019-2020 BUDGET RECOMMENDATIONS

The development of the Waterloo Region District School Board's (board's) operating budget includes many underlying assumptions which, over the course of a school year, can change. The process used in the development of the annual operating budget for the board has evolved over the years but the underlying factors that influence its development continue to be:

- Ministry funding and directives;
- The board's underlying financial position (accumulated surplus/deficit); and,
- The board's strategic plan and operational goals.

Coordinating Superintendent M. Gerard started by addressing questions raised during the June 12, 2019 Special Budget Meeting regarding the Behavioural Expertise Amount and the expired Community Use of Schools: Priority Schools and Secondary Programming grants. He confirmed that there were no Learning Services retirements connected to the redeployment of staff to schools. Staff responded to questions around Secondary Course Availability processes.

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Trustees engaged in a lengthy question and answer period regarding the Secondary Course Availability with staff. Staff continue to gather information regarding impacts to students while working to achieve the 22 to 1 class size average as set out in the collective agreements. Trustees expressed concern for students wanting and/or needed specific courses and if future years may see further reduction in courses offered based on the Ministry of Education's average class size ratio of 28 to 1. Staff confirmed that guidance counselors would work closely with students to ensure they obtain the courses needed for graduation and chosen post-secondary pathways.

Coordinating Superintendent M. Gerard provided an overview of the 2019-2020 Budget Recommendations report including key changes to Ministry funding, expenditures, targeted ministry investments, changes to base budget, special projects, capital budget, balanced budget compliance and risk. He addressed the appendices of the report including enrolment projections, analysis of provincial grant allocations and other revenues, budget detail, staffing and capital projects for the 2019-2020 school year.

Trustees asked additional questions around Priority and Partnership Funds.

Trustee K. Woodcock moved the 2019-2020 Budget Recommendations be approved and trustees began to discuss the motion. It was confirmed that, even if the motion was to pass tonight, trustees could still receive answers to their outstanding questions. Without Special Projects (previously known as New Initiatives) being brought forward, many trustees did not see any reason to delay passing the budget.

Trustee S. Piatkowski moved to postpone the motion and trustees spoke to the postponement.

Trustees expressed concern with cancelling the Special Budget meeting scheduled and advertised for Wednesday, June 19, 2019. It was confirmed that there were no delegations for Wednesday's meeting and that delegations could still appear on June 24, 2019, if interested.

When asked, staff confirmed that having the initial approval would help staff to begin their preparation for submission to the Ministry of Education.

5. Moved by S. Piatkowski, seconded by J. Weston:

That the Waterloo Region District School Board postpone the 2019-2020 Budget Recommendation motion to the Wednesday, June 19, 2019, Special Committee of the Whole Budget Meeting.

-Postponement Carried-

Opposed:
K. Meissner
C. Millar
M. Ramsay
K. Woodcock

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6. Moved by K. Woodcock, seconded by M. Ramsay:

That the Waterloo Region District School Board (Board) approve the 2019-2020 budget as presented in this report—with revenues of \$775,575,247 and expenses of \$765,198,771 with the difference of \$10,376,476 attributed as follows:

Excess of Revenue over Expenditures \$10,376,476

LESS:

As required by Ministry of Education (Ministry) budget compliance regulations, this budget includes the following appropriations of accumulated surplus:

Increase/ (Decrease) in Unavailable for Compliance - Accumulated Surplus

 PSAB Adjustment for Interest Accrual 226,106

 Revenues recognized for Land 10,055,151

\$10,281,257

SUB-TOTAL – (Deficit) for Compliance before additional appropriations \$95,219

PLUS:

Increase/ (Decrease) in Internally Appropriated - Accumulated Surplus

 In-Year Committed Capital Projects

 o Amortization of committed capital projects 662,796

 o Education Centre Maintenance (710,000)

To be offset in future years by Sinking Fund Interest earned (48,015)

(\$95,219)

Difference \$0

-Motion postponed-

Prior to moving to the next item, trustees asked how much tax is collected locally to fund the WRDSB.

AD HOC FRENCH IMMERSION REVIEW UPDATE

The report was provided for information.

The report included committee member attendance, a summary of meeting discussions and the review being conducted by R.A. Malatest and Associates Ltd. Moving forward, staff will receive the final report from Malatest in the Fall of 2019 and verification the work plan has been completed. Subsequently, staff will analyze the findings of the final report in collaboration with the French Immersion Review Committee. Finally, staff will submit a report to the Board of Trustees in December 2019 to update them on the work outlined above and the progress towards implementing the recommendations in the April 2018 Board Report.

SECONDARY AVERAGE CLASS SIZE

This report provides information on the secondary average class size for the year 2018-2019 and seeks approval from the Board to set the secondary average class size for 2019-2020, as required under the Education Act, 170.1 (3) (4). For the school year 2018-2019, the average class size of our secondary schools is 19.99, as determined under Section 3 of Regulation 399/00 and Section 12 of Regulation 132/12.

Trustees asked to receive information on the maximum class size. This will be shared with trustees at the June 19, 2019 Special Committee of the Whole Budget Meeting.

7. Moved by N. Waddell, seconded by J. Weston:

That the Waterloo Region District School Board approve a secondary school average class size of 22.00, effective September 1, 2019.

-Carried-

ANONYMOUS REPORTING TOOL VERBAL UPDATE

Superintendent P. Rubenschuh provided trustees with an update on the information already gathered pertaining to Anonymous Reporting Tools. The handout included links to seven available products and a list of pros and cons. He shared that through WRDSB's existing strategy, WITS, students are encouraged to seek help from a trusted adult. The liability risk of urgent incidents was highlighted. It was noted that in talking to other boards using similar tools, there were not many situations where the school was not already aware of a reported incident through other avenues.

MOTION RE: ANONYMOUS REPORTING TOOL

The report contained a Notice of Motion served by Student Trustees O. Judelson-Kelly and B. Wahl at the April 29, 2019, Board Meeting and was supported by Trustees C. Millar, C. Meissner and S. Piatkowski.

Student Trustee B. Wahl outlined the proposed motion and indicated that this may help those students who have not developed relationships with staff or a trusting adult.

Trustees discussed splitting the motion but it was ruled not germane to split the motion.

8. Moved by C. Millar, seconded by K. Meissner:

That the Waterloo Region District School Board of Trustees request that staff investigate the possibility of using an anonymous reporting tool to assist students, staff and community members in reporting incidents of bullying and threats or school safety issues, similar to the tool that is currently being used by the Thames Valley District School Board and Durham Catholic District School Board; and

That a written report outlining the feasibility of implementing this type of tool in the WRDSB, along with associated costs, be provided to trustees no later than October 7, 2019.

-Carried-

AD HOC CODE OF CONDUCT COMMITTEE REPORT

The Ad-Hoc Committee is recommending that the board move forward with the use of a third party for formal investigations under Board Policy G201 - Trustee Code of Conduct. As a next step, the committee is asking for Board approval to begin a Request for Proposal process to engage a third party service provider. The Ad Hoc Committee continues to explore opportunities for collaboration.

As co-chair of the committee, Trustee K. Woodcock spoke to the report. It was noted that the financial implications of using a third party will not be known until responses to the Request for Proposal are received.

Trustees were provided with the origin of the ad hoc committee and why using a third party for formal investigations is preferred. Having trustees investigate each other can be uncomfortable and put a strain on relationships.

9. Moved by C. Millar, seconded by N. Waddell:

That the Waterloo Region District School Board (Board) approve moving to use a third party for formal investigations under Board Policy G201 - Trustee Code of Conduct; and

That the Board approve the Ad Hoc Committee to commence a Request for Proposal process to find a third party service provider for the formal investigations.

-Carried-

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

That the Committee of the Whole Meeting of June 17, 2019, be extended an additional 30 minutes to 10:00 p.m.

-Carried-

AD HOC BYLAW REVIEW COMMITTEE REPORT

The Ad Hoc Bylaw Committee is providing this report to inform trustees of the next step in the process, which is to proceed to engage public consultation on the Working Draft document.

As co-chair of the committee, Trustee K. Woodcock reviewed the report and discussed feedback received to date. She confirmed that if approved, trustees would have further opportunities after consultation to refine the draft bylaws.

11. Moved by S. Piatkowski, seconded by C. Millar:

That the Waterloo Region District School Board direct the Ad Hoc Bylaw Review Committee to proceed with consultation with Parent Involvement Committee, Special Education Advisory Committee, Equity and Inclusion Advisory Group, Student Senate and the general public on the draft bylaws.

A number of trustees expressed interest in having further discussions before sending the draft bylaws for consultation. Many expressed an interest in seeing the draft bylaws two more times as outlined in Scenario 3 of Appendix D - Timelines to Completion. It was suggested that the committee ensure it is clearly indicated which sections are not up for discussion/changes, such as articles which are governed by legislation.

12. Postponement moved by N. Waddell, seconded by K. Woodcock:

That the Waterloo Region District School Board postpone the motion to the third week in September 2019.

-Motion withdrawn-

Through discussion and agreement this motion to postpone was withdrawn.

13. Moved by J. Weston, seconded by M. Ramsay:

That the Committee of the Whole Meeting of June 17, 2019, be extended an additional 30 minutes until 10:30 p.m.

-Carried-

Opposed: S. Piatkowski

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Trustees continued to discuss the motion and how best to handle it.

14. Postponement moved by N. Waddell, seconded by K. Woodcock:

That the Waterloo Region District School Board postpone the motion to the third week in September 2019.

-Motion withdrawn-

A revised postponement motion was moved. Trustees expressed concerns with the new motion. It was felt to be too vague and trustees felt it was important that timelines be adhered to as best as possible.

15. Postponement moved by M. Ramsay, seconded by J. Weston:

That the Waterloo Region District School Board postpone consideration until the fall of 2019 to allow for fulsome trustee discussion to narrow down any issues in the working draft.

-Motion to postpone defeated-

Opposed:
K. Meissner
C. Millar
S. Piatkowski
N. Waddell
K. Woodcock

When asked what the committee preferred, the Ad Hoc Bylaw Review Committee noted that they were split on how best to proceed.

16. Postponement moved by C. Millar, seconded by J. Weston:

That the Waterloo Region District School Board postpone consideration until the fall of 2019 to allow for fulsome trustee discussion to narrow down any issues in the working draft using Senario 3 of Appendix D - Timelines to Completion as a guideline.

-Postponement Carried-

Opposed:
N. Waddell
K. Woodcock

Motion 11 and corresponding agenda items will rescheduled by the Agenda Development Committee in the 2019-2020 school year.

MOTION: CONSUMPTION AND TREATMENT SITES LETTER TO THE REGION OF WATERLOO

The report contains a Notice of Motion served by Trustee C. Watson at the February 11, 2019, Committee of the Whole meeting and was supported by Trustees C. Whetham and M. Ramsay.

Trustee C. Watson withdrew her motion; she intends to bring forward a revised Notice of Motion.

QUESTION PERIOD

Trustee M. Ramsay asked about the protocol for politicians speaking at schools. Chief Communications Officer A. Russell confirmed that schools are asked to run speaking engagements of this nature through the communications department for review but that this does not always occur. Trustee M. Ramsay agreed to reach out to A. Russell directly.

Trustee C. Watson asked about the All Are Welcome book she received in her mailbox. Director J. Bryant confirmed that each school received a copy at the System Leaders' Meeting.

Trustee J. Weston asked if there is a policy or procedure indicating students are not to be held back a grade. Superintendent E. Ranney confirmed that no policy is in place but that each case is decided on an individual basis and that research does not support holding students back in most cases. All decisions are made in the best interest of students.

ADJOURNMENT

17. Moved by M. Ramsay, seconded by J. Weston:

That the Committee of the Whole Meeting of June 17, 2019, be adjourned.

-Carried-

The meeting adjourned at 10:12 p.m.