

**OCTOBER 21, 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: K. Meissner, C. Millar, S. Piatkowski, K. Smith, N. Waddell, C. Watson, J. Weston, C. Whetham and K. Woodcock.

Trustees J. Herring and M. Ramsay were unable to attend this evening's meeting.

Student Trustees N. Chenthivelnathan and M. Robinson 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. Miller, L. Read, G. Shantz and A. Sloan.

Other staff in attendance: K. Penticost and S. Reidel.

**CALL TO ORDER**

Vice-Chairperson J. Weston called the meeting to order at 7:01 p.m.

**APPROVAL OF AGENDA**

1. Moved by K. Smith, seconded by K. Meissner:

**That the agenda of the October 21, 2019, Committee of the Whole Meeting be approved.**

-Carried-

**DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest.

**ANNOUNCEMENTS**

Vice-Chairperson J. Weston shared regrets from Chairperson J. Herring and Trustee M. Ramsay.

Trustee C. Millar attended the Bridges of Hope event with other Trustees. Trustee C. Millar also presented the Governor General's Award at the Waterloo-Oxford District Secondary School commencement.

Trustee K. Meissner attended St. Jacobs Public School's Cycling into the Future event. She also spoke to students in Grade 5 at Riverside Public School about elections.

Trustee S. Piatkowski attended the Forest Heights Collegiate Institute commencement.

**OCTOBER 21, 2019**  
**COMMITTEE OF THE WHOLE MEETING**

Trustee C. Whetham attended the Jacob Hespeler Secondary School commencement.

Trustee K. Woodcock attended the Breakfast Club Volunteer Recognition event at Cedarbrae Public School. She also did the coin toss at the Laurier Goldenhawks School Day football game.

Trustees C. Millar, K. Meissner, J. Weston, J. Herring and K. Woodcock attended the Outdoor Education Program 50th Anniversary.

**POLICY AND GOVERNANCE**

**REVIEW OF BOARD POLICY 1011 - COMMUNITY PLANNING AND FACILITY PARTNERSHIPS**

2. Moved by N. Waddell, seconded by S. Piatkowski:

**That the Waterloo Region District School Board approve Board Policy 1011 - Community Planning and Facility Partnerships as presented at the October 21, 2019, Committee of the Whole Meeting.**

-Carried-

**REVIEW OF BOARD POLICY 4014 - EXTREME TEMPERATURES**

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

**That the Waterloo Region District School Board approve Board Policy 4014 - Extreme Temperatures as presented at the October 21, 2019, Committee of the Whole Meeting.**

-Carried-

**REVIEW OF BOARD POLICY 6001 - CODE OF CONDUCT**

Superintendent G. Shantz informed trustees that the purpose of the revision is to include the new cell phone restrictions. The required changes are in line with current practices in most cases. With the approval of the revised policy, schools will be asked to ensure the school code of conduct aligns accordingly. Trustees were also provided with supplementary documentation to assist with navigating parent questions.

Through discussion, trustees decided to edit article 3.1.12 to “respect the need of oneself and others to work in an environment that is conducive to learning and teaching, including by ensuring that cellphones and other personal mobile devices are used only during instructional time for educational purposes (as directed by an educator), for health and medical purposes and/or to support special education needs;”

**OCTOBER 21, 2019  
COMMITTEE OF THE WHOLE MEETING**

Trustees further discussed the policy and asked questions of clarification.

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

**That the Waterloo Region District School Board approve Board Policy 6001 - Code of Conduct as presented at the October 21, 2019, Committee of the Whole Meeting with the inclusion of “oneself” and relocation of the word “only” in section 3.1.12.**

-Carried-

Opposed - K. Smith

**REPORTS**

**AD HOC SUSPENSION REVIEW COMMITTEE - STAFF RECOMMENDATIONS**

In reviewing the Terms of Reference for the Ad Hoc Committee on Suspensions & Expulsions, some areas of clarification emerged from staff. Superintendent B. Lemon reviewed the suggestions which included changes to parent and staff recruitment and extending the reporting deadline to April, 2020.

Through discussion, trustees determined that three parent committee members would be selected through Parent Involvement Committee (PIC), Waterloo Region Assembly of Public School Councils (WRAPSC) and Special Education Advisory Committee (SEAC).

5. Moved by S. Piatkowski, seconded by K. Meissner:

**That the Waterloo Region District School Board approve the recommended changes to the Ad Hoc Suspension Review Committee Terms of Reference as presented on October 21, 2019 with the additional revision to parent members.**

-Carried-

**2019-2020 IDENTIFICATION, PLACEMENT AND REVIEW COMMITTEES (IPRC) MEMBERSHIP**

The Waterloo Region District School Board operates Identification, Placement and Review Committees. These committees are organized within schools, areas of schools, and the district. According to Regulation 181/98 of the Education Act: “Each board shall establish one or more committees for the identification and placement of exceptional pupils, determine the jurisdiction of each committee and establish the manner of selecting the chair of each committee.”

Superintendent S. Miller confirmed that staff will report back to trustees with how often the District Committee meets.

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

**That the Waterloo Region District School Board approve the jurisdiction of each of these committees as outlined below and the attached Appendix A outlining WRDSB IPRC Committees, is approved:**

**A) School Committees:**

**A school IPRC is held when a program modification to accommodate an exceptional student with Special Education Needs can be accomplished within the home school environment.**

**B) Area Committees:**

**An area IPRC is held when program modifications to accommodate an exceptional student with Special Education Needs is necessary for them to access a designated program within their current school environment or if a change in schools is required for the student to access the designated program.**

**C) District Committees:**

**A district IPRC is held when program modifications to accommodate an exceptional student with Special Education Needs requires placement in cross-district Special Education Programs (i.e., Provincial School). This occurs when school and district resources have been exhausted or when specialized equipment that is not available in a school setting is being considered.**

-Carried-

**ANONYMOUS REPORTING TOOL**

This report was provided for information.

Superintendent B. Lemon shared his review which included conversations with six school districts and one vendor. He reviewed opportunities, challenges and possible methodologies. Staff could not quantify the cost of the Anonymous Reporting Tool without a full understanding of the scope of the project. It was noted that some of the Boards reported yielding very little actionable intelligence from anonymous reports.

Trustees expressed a need for more detailed information including all associated costs, feasibility, processes, risk exposure and specific options in order to have a fulsome discussion on whether or not to implement an Anonymous Reporting Tool. Trustees felt that the original motion was not fully satisfied by the report.

Trustees asked questions of clarification including whether or not website would be capable of hosting an anonymous reporting tool and how it would work within the existing progressive discipline process. It was noted that a Request for Information (RFI) procurement process may be required to gather vendor information.

**OCTOBER 21, 2019  
COMMITTEE OF THE WHOLE MEETING**

7. Moved by C. Millar, seconded by K. Smith:

**That the Waterloo Region District School Board refer the report back to staff to revisit the motion and information requested by Trustees at the October 21, 2019 Committee of the Whole and provide a fulsome report.**

-Carried-

## **MAJOR CAPITAL PROJECTS QUARTERLY UPDATE**

This report was provided for information.

Controller of Facility Services, I. Gaudet, reviewed the current capital projects with budgets greater than \$2.5M. The status of each project was reported with dashboard symbols to indicate the status of the project relative to the schedule, budget and scope. Significant milestones, along with basic project statistics were also presented. All projects are proceeding as planned through the design and construction stages with the exception of the addition at Grand River Collegiate Institute and the two child care additions at Saginaw Public School and Lackner Woods Public School. The project location (site) for the new elementary school in Southeast Cambridge has been modified since the project was initially announced. He also referenced Annex A which provides information pertaining to radon.

Trustees asked questions of clarification regarding project timelines and proposals for joint site opportunities. It was noted that staff would wait for Ministry of Education direction before testing for radon.

## **STAFF AND BOARD REPORTS**

### **AD HOC BYLAW REVIEW COMMITTEE - REVIEW OF WORKING DRAFT**

At the Committee of the Whole meeting on September 23, 2019, Trustees reviewed and discussed the Working Draft Bylaws. The committee made changes based on further research and in response to proposals from Trustees. The Working Draft Bylaws, Appendix B, reflects those changes. The document is not yet ready for trustee approval.

8. Moved by K. Meissner, seconded by K. Smith:

**That the Waterloo Region District School Board suspend Article 6.1.7 of the bylaws which restricts the number of times a trustee may speak on a topic.**

-Carried-

Committee Co-chairs reviewed the major changes and received no additional change requests from trustees.

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

**That the Waterloo Region District School Board reinstate Article 6.1.7 of the bylaws which restricts the number of times a trustee may speak on a topic.**

-Carried-

Trustees discussed sending the working draft bylaws out for a legal review but decided this could occur after the public consultation concluded.

10. Moved by Watson, seconded by Millar:

**That the Waterloo Region District School Board put forward the Draft Working Bylaws as attached to this report dated October 21, 2019 for consultation with the GENERAL public and committees of the Board, namely Parent Involvement Committee, Special Education Advisory Committee, Equity and Inclusion Committee and Student Senate.**

-Carried-

## **OPSBA BOARD OF DIRECTORS MEETING SUMMARY**

This document was provided for information. There were no questions.

### **QUESTION PERIOD**

Superintendent B. Lemon shared the process for joint recommendations as part of the new expulsion procedures. The process would still require trustees to meet with the System Administrator for Safe and Healthy Schools to review the Principal's Report.

Trustee K. Meissner asked for information on the changes in funding and allocation of the Parents Reaching Out (PRO) Grant. Coordinating Superintendent M. Gerard provided an update sharing that the funding is now administered by the board and that staff will work with the Parent Involvement Committee (PIC) to determine an application process. Funding has decreased from past years.

Trustee S. Paitkowski requested a follow up on the delegation from Elizabeth Ziegler Public School from September 16, 2019. Director J. Bryant confirmed that the delegation has received a response. Coordinating Superintendent M. Gerard shared the steps taken by staff to come to a decision including walking the route to review student safety. Traffic volume and speeds were appropriate and accommodations are in place in construction zones. Many students walk similar conditions within our system.

**OCTOBER 21, 2019**  
**COMMITTEE OF THE WHOLE MEETING**

Trustee C. Millar asked for further information regarding soil erosion at Silverheights Public School and the limited use of the school yard in the mornings. Coordinating Superintendent M. Gerard explained that there is a need for the morning sun to dry conditions and that additional mulch has been added to the playground surface. Limited use is not uncommon during the shoulder seasons. Facility Services continues to monitor the situation.

**ADJOURNMENT**

11. Moved by K. Smith, seconded by C. Millar:

**That the Committee of the Whole Meeting of October 21, 2019, be adjourned.**

-Carried-

The meeting adjourned at 9:00 p.m.