

JANUARY 20, 2020
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, N. Waddell, C. Watson, J. Weston, C. Whetham and K. Woodcock.

Trustee K. Smith was 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), R. DeBoer, I. Gaudet, M. Gerard, N. Landry, B. Lemon, S. Miller, L. Read, P. Rubenschuh, G. Shantz, A. Sloan and M. Weinert.

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

CALL TO ORDER

Chairperson J. Herring called the meeting to order at 7:01 p.m.

APPROVAL OF AGENDA

1. Moved by C. Whetham, seconded by K. Meissner:

That the agenda of the January 20, 2020, Committee of the Whole Meeting be approved.

-Carried-

DECLARATIONS OF PECUNIARY INTEREST

Both Trustees C. Whetham and C. Watson declared conflicts of interest for the In Camera meeting.

ANNOUNCEMENTS

Chairperson J. Herring shared regrets from Trustee K. Smith.

Trustee S. Paitkowski attended MPP Catherine Fife's 7th Annual New Year's Levee.

Chairperson J. Herring announced that along with Vice-Chairperson J. Weston and Past Chairperson K. Woodcock, she would be presenting at the Standing Committee on Finance and Economic Affairs Pre-Budget Consultations.

STAFF FOLLOW UP

**EQUITY AND INCLUSION ADVISORY GROUP (EIAG) RECOMMENDATIONS
VERBAL UPDATE**

Superintendent P. Rubenschuh provided trustees with background information on the EIAG recommendations which originally were developed externally as part of a larger group of recommendations related to poverty reduction. Of the 41 recommendations EIAG provided staff, some have already been acted upon, others which are policy and procedure based, still need to be reviewed. Any changes to policies would come to trustees for approval. There will be further discussions around the recommendations at the February EIAG meeting.

Trustees discussed the process for the recommendations thus far. Some trustees expressed an interest in public and trustee consultation on the recommendations. It was noted that staff were not far enough in their review to consult at this time.

POLICY AND GOVERNANCE

**REVIEW OF BOARD POLICY 6004 - OUTDOOR EDUCATION/OFF-CAMPUS
EDUCATION**

This policy was reviewed at the request of the Special Education Advisory Committee (SEAC).

Trustees discussed the policy.

2. Moved by N. Waddell, seconded by C. Watson:

That the Waterloo Region District School Board amend Section 1.5 of Board Policy 6004 - Outdoor Education/Off-Campus as presented at the January 20, 2020, Committee of the Whole Meeting to state “Ensure that integrated accessible off-campus transportation be provided whenever possible. In the event that integrated accessible transportation services are not possible then ensure that appropriate alternative accessible transportation services are provided for students with disabilities. (Note: integrated transportation means that all students, including students with disabilities, travel on the same vehicles.)”

-Carried-

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

That the Waterloo Region District School Board amend Board Policy 6004 - Outdoor Education/Off-Campus as presented at the January 20, 2020, Committee of the Whole Meeting to include Accessibility for Ontarians with Disabilities Act, 2005 to the Legal References.

-Carried-

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

That the Waterloo Region District School Board amend Section 1 of Board Policy 6004 - Outdoor Education/Off-Campus as presented at the January 20, 2020, Committee of the Whole Meeting by striking “with the available financial resources.”

-Carried-

Opposed: M. Ramsay

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

That the Waterloo Region District School Board approve Board Policy 6004 - Outdoor Education/Off-Campus Education as presented at the January 20, 2020, Committee of the Whole Meeting and that the policy is brought back to trustees after staff review the changes made for any implications.

-Carried-

Trustee C. Millar expressed concerns that the policy did not speak to Outdoor Education enough and moved to draft a specific Outdoor Education and Environmental policy. This was seconded by Trustee K Woodcock but the motion was later withdrawn.

Trustee C. Watson called a Point of Order stating that this was not germane to the conversation. Chairperson J. Herring decided that it was germane, and opened the floor to discussion on drafting a separate policy. Trustees discussed whether the current policy could be amended to include the information. It was brought forward that Board Policy 2000 - Environmental Values may cover some of the concerns. Trustee C. Millar agreed to review Board Policy 2000 - Environmental Values.

Trustee C. Whetham left the meeting at 7:40 p.m.

REVIEW OF BOARD POLICY 6005 - ALTERNATIVES IN EDUCATION

6. Moved by J. Weston, seconded by K. Meissner:

That the Waterloo Region District School Board approve Board Policy 6005 - Alternatives in Education as presented at the January 20, 2020, Committee of the Whole Meeting.

-Carried-

REVIEW OF BOARD POLICY 6012 - PREVENTION AND RESPONSE TO STUDENT CONCUSSIONS

The policy was revised to reflect the expectation set out in the Ministry of Education's PPM 158: School Board Policies on Concussion and the introduction of the Concussion Codes of Conduct.

Trustee N. Waddell noted that there appears to be items in PPM 158 which are not yet reflected in the policy. Staff agreed to take it back and review again.

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

That the Waterloo Region District School Board approve Board Policy 6012 - Prevention and Response to Student Concussions as presented at the January 20, 2020, Committee of the Whole Meeting and that staff review the policy and include any additional revisions required by PPM 158 to be brought back to the Board at the first available opportunity.

-Carried-

REPORTS

STUDENT INFORMATION SYSTEM (SIS) REPLACEMENT

A large majority of school boards in the Province of Ontario are required to migrate from their existing Student Information System (SIS). A provincial Request for Purchase (RFP) process, managed through the Ontario Education Collaborative Marketplace (OECM), has occurred. This RFP process resulted in a vendor being awarded as the provincial vendor. Working with this vendor, staff have been exploring the functionality and cost associated with migrating to a new SIS. Staff have also been exploring with this vendor how this implementation will complement the implementation of our Enterprise Resource Planning system (ERP). Since both platforms are prominent systems used at several school boards, the vendors are working on ensuring the two systems effectively interact with one another.

Initial planning will begin in the Spring of 2020, with formal implementation occurring over the 2020-2021 school year. A "go-live" date has been set for September 1, 2021. The current SIS will have product support up until that date. The new product meets WRDSB privacy and security requirements.

Unappropriated accumulated surplus has a balance of \$36.4M.

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

That the Waterloo Region District School Board approve a commitment of \$2,100,000 from accumulated surplus to support the replacement to the Board's Student Information System as outlined in the report to the Committee of the Whole on January 20, 2020.

-Carried-

COMMUNITY USE OF SCHOOLS RENTAL RATES

This report was provided for information.

The report outlined a review of rental rates charged by the Waterloo Region District School Board (WRDSB) and the Waterloo Catholic District School Board (WCDSB), as well as municipal facilities that was completed in the fall of 2019. School boards receive funding to subsidize room rental and custodial overtime rates for not-for-profit organizations. Generally, not-for-profit youth categories are either fully subsidized or partially subsidized with respect to hourly rental rates and custodial overtime rates.

Historically, the rentals department has been able to subsidize the not-for-profit youth permits through the Priority Schools Initiative funding, the Grants for Student Needs allocation and the revenue that we received from the other charge categories. Currently, insufficient Ministry funding and inadequate usage in the other charge categories prevent the WRDSB from subsidizing both the rental rates and custodial rates for not-for-profit youth permits and satisfy the Ministry directive of offering Community Use of Schools at no cost to the board. Rate changes are required for the 2020-2021 school year. Potential revenue derived from rate increases will be dependent on usage levels by the various user groups. Based on 2018-2019 usage levels, the revised rates will allow the board to operate, in all material respects, a balanced rental budget. Staff will continue to monitor to ensure we are operating a balanced rental budget.

Trustees expressed concern regarding the increased rates for not-for-profit youth permits on weekends and in the summer. Staff confirmed that the decision was not made lightly and that the new rates are consistent with other rentals in the region. Increases were not made for the 2019-2020 year.

9. Moved by K. Woodcock, seconded by J. Weston:

That Community Use of Schools Rental Rates be scheduled during pre-budget discussions with estimated fees related to the rate increases and alternative funding options.

-Carried-

Opposed: M. Ramsay

MAJOR CAPITAL PROJECTS QUARTERLY UPDATE

This report was provided for information.

Current capital projects with budgets greater than \$2.5M were presented indicating 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 childcare additions at Saginaw Public School and Lackner Woods Public School. In the October 21, 2019, Major Capital Projects Quarterly Update, staff reported third-party cost consultant estimates exceeded the benchmark funding provided by the Ministry of Education (Ministry) for Saginaw Public School and Lackner Woods Public School childcare additions. Based on this information, Business Services has now submitted an “Approval to Proceed” request to the Ministry for each of these projects for additional funding prior to tendering these projects.

2019-20 INTERIM FINANCIAL REPORT AND FORECAST

This report was provided for information.

The information contained in the report was based on financial results up to November 30, 2019 (Q1). The ability of staff to significantly alter their forecast of the year-end financial position based on three months of operations is limited. Current labour sanctions are expected to have a material impact on a number of expenditure areas, such as staff salaries and professional development, but these impacts are not yet reflected in the forecast due to the timing of the sanctions being enacted and the limited amount of time that elapsed ahead of the cut-off for Q1 reporting.

ANONYMOUS REPORTING TOOL

This report was provided for information.

Superintendent B. Lemon shared the report on Anonymous Reporting Tools (ART) which are used in a number of school districts across the province and North America as a method for collecting information regarding a variety of school safety concerns. He outlined the feasibility considerations of implementing this type of tool for both internally and externally sourced options.

Trustees asked questions of clarification and expressed concerns with staff’s suggestion to report back again in June 2020 as this would be late in the budget process for next year.

10. Moved by K. Woodcock, seconded by J. Weston:

That the Anonymous Reporting Tool topic be scheduled during pre-budget discussions and that further reporting and information gathered be included.

-Carried-

FUNDRAISING POLICY REPORT

This report was provided for information.

The report was developed with the goal of developing an awareness and understanding of the Board's current fundraising policies and procedures including Board Policy 4017 - Fundraising, Administrative Procedure 4690 - School Generated Funds and Board Policy 6011 - Fees for Learning Materials.

Trustees discussed the report and had a number of questions related to staff's review of the Equity and Inclusion Advisory Group's recommendations. Staff confirmed that recommendations will need to be in line with Ministry guidelines and directives, legislation and board policies. Procedural changes, if in line with existing policies, may be made without making changes to the policies. It was suggested that school councils may need annual communications sharing fundraising related policies and procedures.

MOTION: FUNDRAISING POLICY

Trustee C. Watson withdrew this motion due to the Equity and Inclusion Advisory Group's recommendations. She will be providing a new Notice of Motion at tonight's meeting.

QUESTION PERIOD

Trustee S. Paitkowski asked that the Ad Hoc Bylaw Review Committee consider extending the public consultation period past January 15, 2020 as the social media post was on January 7, 2020. Trustee K. Woodcock confirmed that the consultation was posted on December 1, 2020, on the WRDSB website and communicated via email for those who subscribe. She indicated that timelines were presented to the trustees in advance. Trustee S. Piatkowski decided not to pursue further as the committee was not prepared to change the timelines.

FUTURE AGENDA ITEMS

Trustee C. Watson presented the following Notice of Motion with support from Trustees C. Wetham and N. Waddell:

Where the Equity and Inclusion Advisory group has made recommendations concerning fundraising for Waterloo Regional District Schools,

Therefore be it resolved that the Waterloo Regional District School Board develop a consultation process to gather input from elementary and secondary School Councils and staff, WRAPSC, PIC, SEAC and Student Senate concerning the EIAG Fundraising recommendations; and

That the consultation information be presented to the Board of Trustees by the end of April 2020; and

That any recommendations concerning Fundraising Policy 4017 come to the board for final approval.

This motion will be scheduled by the Agenda Development Committee.

ADJOURNMENT

11. Moved by N. Waddell, seconded by K. Meissner:

That the Committee of the Whole Meeting of January 20, 2020 rise and reconvene to an In Camera Committee of the Whole Meeting.

-Carried-

The meeting rose at 9:10 p.m.