KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING # 9

Tuesday, October 11, 2016
Time: 7:00 p.m.
Red Lake-Madsen Public School
Red Lake, Ontario

Video & Teleconference Sites
Queen Elizabeth DHS 24A
Dryden HS 115
Kenora Education Centre

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Declaration of Conflict of Interest
5. Business Arising from Committee of the Whole
6. Confirmation of Minutes – September 13, 2016
7. Presentations/Delegations
8. Observer Comments
9. Presentation of Reports and Accompanying Motions

9.01 Education
- A. **Students Come First**
  - **Robotics at Red Lake-Madsen Public School**
- B. Student Trustee Update
- C. 2016-2017 Board Strategic Improvement Plan for Student Achievement Report
- D. 2016-2017 Special Education Plan
- E. Nishnawbe Aski Nation / Keewaytinook Okimakanak – New School Grand Opening

9.02 Executive Committee
- A. 2017 Board Meeting Schedule
- B. Policy 714, Performance Appraisal, Director of Education
  - Procedure 714, Performance Appraisal, Director of Education

9.04 O.P.S.B.A. Update

9.05 Parent Involvement Committee (nil)

9.06 Operations
- A. 2016 Capital Projects Report

9.07 Finance
A. By-Law #64 – Tax Levy 2017

9.08 Human Resources
A. Policy 712, Employee Hiring and Promotion

9.09 Special Education Advisory Committee

9.10 Native Education Advisory Council

10. Other Motions

11. Correspondence

12. New Business

13. Observer Comments

14. Next Meeting Date – November 8, 2016
Dryden High School
Dryden, Ontario

15. Adjournment

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING #8

The minutes of Regular Board Meeting #8 of the Keewatin-Patricia District School Board held September 13, 2016 at Lillian Berg Public School, Vermilion Bay, ON.

Call to Order

The meeting was called to order at 7:00 p.m.

Roll Call

C. Marcino	R. Griffiths	G. Kleist
L. Barnes (vc)	D. Penney	G. Seaton
J. Kitowski	D. Wilkinson	J. Manitowabi (vc)
M. Guitard	D. Buswa (tc)	J. Duncalfe (vc)

Officials

Sean Monteith, Caryl Hron, Dean Carrie, Susanne Bastable, Scott Urquhart, Kathleen O'Flaherty and visiting school administration.

Also Present

Media, Staff and interested public.

Agenda

Moved by: D. Wilkinson
Seconded by: R. Griffiths

Motion 179-16

THAT the agenda for the Regular Board Meeting of September 13, 2016 be amended to move agenda item 9.02 B to agenda item 9.01 C.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	11	OPPOSED	0	CARRIED

Moved by: R. Griffiths
Seconded by: D. Wilkinson

Motion 180-16

THAT the agenda for the Regular Board Meeting of September 13, 2016 be approved as amended.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	11	OPPOSED	0	CARRIED

Conflict of Interest

Declaration of conflict of interest re proceedings on agenda None

Business Arising from Committee of the Whole

None

Minutes

Moved by: R. Griffiths
Seconded by: D. Wilkinson

Motion 181-16

THAT the minutes of Regular Board Meeting held June 14, 2016 having been duly circulated be confirmed.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	11	OPPOSED	0	CARRIED

Moved by: D. Wilkinson
Seconded by: R. Griffiths

Motion 182-16 THAT the minutes of the Special Board Meeting held July 13, 2016 having been duly circulated be confirmed.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	11	OPPOSED	0	CARRIED

Moved by: G. Seaton
Seconded by: D. Wilkinson

Motion 183-16 THAT the minutes of the Special Board Meeting held August 23, 2016 having been duly circulated be confirmed.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	11	OPPOSED	0	CARRIED

Observer Comments: None

Students Come First: " Kids Come First Video"

Presented by: Sheena Valley, Communications Assistant & Website Administrator.

Student Trustee

Moved by: G. Seaton
Seconded by: D. Wilkinson

Motion 184-16 THAT the Student Trustee verbal update be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	11	OPPOSED	0	CARRIED

OPSBA First Nations Council Mtg

Moved by: D. Wilkinson
Seconded by: G. Seaton

Motion 185-16 THAT the OPSBA First Nation Trustees Council Meeting update be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	11	OPPOSED	0	CARRIED

D. Buswa signed off

KPS Environmental Partnership Report

Moved by: G. Seaton
Seconded by: D. Wilkinson

Presented by: Heather Mutch, Principal of Keewatin PS and Staff, Mike Dean, Jacob Jeswiet, Andy Simons, Anna Percy

"Can Learning be an Adventure?"
Staff shared with trustees how their students are having fun while learning and developing student leadership, through recreational opportunities in the True North Adventure Program.

Motion 186-16 THAT the Keewatin Public School Environmental Partnership Report be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	10	OPPOSED	0	CARRIED

Secondary Summer Learning Report

Moved by: G. Seaton
Seconded by: D. Wilkinson

Motion 187-16 THAT the Secondary Summer Learning 2016 Program Report be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	10	OPPOSED	0	CARRIED

Child Care Program Planning Update

Moved by: G. Seaton
Seconded by: D. Wilkinson

Motion 188-16 THAT the Child Care Program Planning Update 2016 be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	10	OPPOSED	0	CARRIED

Awards

Moved by: D. Wilkinson
Seconded by: G. Seaton

Motion 189-16 THAT the reports for the following awards be received:

I) Elementary Good Citizenship Awards
II) Secondary School Scholarships and Awards

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	9	OPPOSED	0	CARRIED

M. Ott left the room and returned

OPSBA Regional Mtg

Moved by: D. Wilkinson
Seconded by: G. Seaton

Motion 190-16 THAT the verbal report on Trustee attendance at the Ontario Public School Boards' Association (OPSBA) 2016 Northern Regional Meeting be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	10	OPPOSED	0	CARRIED

Moved by: D. Wilkinson
Seconded by: G. Seaton

Motion 191-16 THAT accommodations and travel arrangements for trustees who wish to attend the OPSBA Northern Regional meeting being held in Thunder Bay October 14-16, 2016 be approved.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	10	OPPOSED	0	CARRIED

OPSBA Update

Moved by: D. Wilkinson
Seconded by: G. Seaton

Motion 192-16 THAT the O.P.S.B.A. verbal update be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	10	OPPOSED	0	CARRIED

Meno Ya Win/KPDSB Partnership Report		Moved by: D. Wilkinson Seconded by: G. Seaton					
Motion	**193-16**	THAT the Meno Ya Win Health Centre / KPDSB Partnership Report be received.					
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
		Binding	FOR	10	OPPOSED	0	CARRIED
Sioux Lookout HS Update		Moved by: D. Wilkinson Seconded by: G. Seaton					
Motion	**194-16**	THAT the new Sioux Lookout high school update be received.					
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
		Binding	FOR	10	OPPOSED	0	CARRIED
Audit Committee Report		Moved by: G. Seaton Seconded by: D. Wilkinson					
Motion	**195-16**	THAT the report on the Audit Committee meeting held June 26, 2016 be received.					
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
		Binding	FOR	10	OPPOSED	0	CARRIED
		Moved by: G. Seaton Seconded by: D. Wilkinson					
Motion	**196-16**	THAT the Internal Audit Plan for 2016-2017 include the following audits: I) Enrolment II) Management Facility Operations					
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
		Binding	FOR	10	OPPOSED	0	CARRIED
New Business		S. Bastable, School Effectiveness Lead, announced her upcoming retirement in December 2016.					
Observer Comments		Kelly Schollie, Principal of Lillian Berg PS, thanked the Trustees for the opportunity to host the Board Meeting at the school and looks forward to the next visit. Chair Penney thanked Principal, Kelly Schollie for her hospitality shown while hosting the meeting at Lillian Berg PS.					
Adjournment		Moved by: D. Wilkinson Seconded by: G. Seaton					
Motion	**197-16**	THAT the meeting adjourn at 9:15 p.m.					
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
		Binding	FOR	10	OPPOSED	0	CARRIED

_____

Chair

_____

Secretary

Lego League

For Inspiration Recognition Science and Technology or FIRST Lego League is a program that is offered at Red Lake Madsen Public School to provide grade 7 and 8 students opportunities for imaginative thinking and teamwork. The students are involved in finding innovative solutions for two different projects. The first project is to research a real world problem related to this year's theme called 'Animal Allies' in which students will have to investigate human and animal interactions and solve their problem using innovative ideas, and new technology. The second project is the Robot games in which students will design, build and program their EV3 Lego Robot to complete missions.

This project is designed to inspire and engage students because it is all about using critical thinking to solve real problems that are important to the students, the community and the broader world. The projects that students are involved in are hands on and team oriented, and they get to play with some really cool technology. Because the projects that students are working on are current, students get the opportunity to network with professionals who are working on similar projects.

The FIRST Lego League program evolves each year and students are introduced to and work through different projects from year to year. Last year the grade 8's worked on a research project about the problems around landfill sites in Northwestern Ontario and determined that by building a small capacity waste incinerator would help communities in the Northwest manage their garbage more efficiently. The team also designed and built some very innovative and creative apparatus for their robot.

Amber Emma (Make a core values poster)	**<u>Core Values</u>** The Core Values are all about building teamwork, spirit, collaboration, and sharing discoveries as our team works through the research project and the Robot game. In Lego League we know that: • We are a team • We do the work to find solutions with guidance from our coach • We honor the spirit of friendly competition • What we discover is the most important part • We share our experiences with others • We have fun

Alexander Juliana (Poster showing animal and human interactions)	**<u>The Project - Animal Allies</u>** We are preparing a real world science project called Animal Allies. The project will be about people helping animals and animals helping people. We will have to **<u>identify a problem</u>** that interests us about human and animal interactions and then investigate it. As a team we will design an **<u>innovative solution</u>** that adds value to society by improving human's interactions with animals. To get to our solution we will use the design process in which we will test our solution, make observations, and reflect upon the effectiveness of our solution. Once our group has developed an innovative solution to the problem we have identified, our group will share our project with other schools and groups.
Kaleb Brianna (create a poster that shows our Robot Games)	**<u>Robot Games</u>** The Lego League Robot games are designed to solve engineering and computer programming problems using our Lego EV3 Robot that are based on real world situations, careers, and technology. The Robot game is made up of missions that we will have our robot go out and solve. To complete a mission we will have to write computer programs and build mechanical apparatus for our robot to complete the mission. Our team will have to create effective strategies and be innovative in our thinking about solving the robot games missions.

Respectfully submitted by,
Grazia Cianci, Principal, Red Lake Madsen, Public School.

9.01 C

Keewatin-Patricia District School Board

October 11, 2016

NOTICE OF MOTION

THAT the 2016-2017 Board Strategic Improvement Plan for Student Achievement Report be received.

Keewatin Patricia
DISTRICT SCHOOL BOARD

Regular Board Meeting
October 11, 2016

2016-2017 Board Strategic Improvement Plan For Student Achievement

Vision

"All stakeholders create a culture of learning so that students come first."

Goals of the Strategic Plan 2013 – 2018

1. **Ensure increased individual student achievement by providing programs and resources designed to meet the needs of the whole child.**
2. **Meet the needs of all our at-risk students.**
3. **Demonstrate and communicate that the Keewatin-Patricia District School Board is a 21st Century Leading and Learning Organization.**

Goals of the BSIP 2016 - 2017:

BSIP Goal: As we practice in a 21 C culture of learning and support the "whole student" we will facilitate all students to independently demonstrate higher order and critical thinking.

System Math Goal: Using a balanced math approach that emphasizes problem solving and the mathematical process expectations, students will demonstrate growth in their ability to reason and prove, connect and reflect and solve problems across all strands and grades K – 12.

Thinking Goal for All: Using a balanced instructional approach that emphasizes problem solving and thinking processes, students will demonstrate growth in their ability to reason and prove, connect and reflect and solve problems across all subjects and grades K – 12.

Priority Areas:

1. **Engagement in Learning**
   a. Collaborative Inquiry focused on student and adult 'thinking'
   b. Authentic tasks based on curriculum

2. **We use an integrated instruction and assessment model based on strategies contained in 'Growing Success' which must include ALL of the following:**
   a. Learning Goals
   b. Success Criteria
   c. Descriptive Feedback
   d. Self and Peer Assessment
   e. Goal Setting

3. **We use intervention strategies for any student not achieving success.**
   a. Personalized, precise instruction and supports

System Data Update from 2015-2016

Graduation:

- Our graduation rate for 2014-2015 reflected a 6% decrease from the previous year with the 4 year rate at 61% and the 5 year rate at 68%. Graduation rate for 2015-16 will be available in December.

OSSLT:

- 2015-2016 results showed increase of 1%, from 62% to 63%

Grade 9 EQAO:

- 2015-2016 results show an improvement for Applied level, from 33% to 39%. Academic results show a decline, going from 72% to 69%.

Grade 6 EQAO:

- 2015 - 2016 results for grade 6 reflect downward trends, from 76% to 64%of students at provincial standard for Reading, from 72% to 65% for Writing and from 42% to 27% for Mathematics.

Grade 3 EQAO:

- 2015 – 2016 results for grade 3 reflect an increase in Reading from 53% to 61% of students at the provincial standard. Results for Writing and Mathematics reflect a decline from 65% to 60% demonstrating the standard for Writing and from 56% to 55% for Math.

PM Benchmarks:

- Results for **Kindergarten students, shows a slight increase with last year; 95% of our Kindergarten students are reading** (up from 93%) and 58% of those students are reading at or above the Board benchmark standard for this grade (down from 60%).

- Results for **Grade 1 students, reflects a slight decrease with 44% (down from 48%)** of our Grade 1 students reading at or exceeding our Board benchmark standard for this grade.

- Results for **Grade 2 students, reflects a slight decrease from last year; 52% (down from 56%)** of these students are reading at or are exceeding our Board benchmark standard for this grade.

- Results for **Grade 3 students, reflects an increase with 62% (up from 54%)** of our Grade 3 students reading at or exceeding our Board benchmark standard for this grade.

Respectfully submitted by:
J. Kantola, C. Hron, Superintendents of Education
S. Bastable, School Effectiveness Lead
S. Urquhart, Student Success Lead

Summary of Provincial Asse

Grade 3 (Primary) Results (Participating)				
	2012-2013	2013-2014	2014-2015	2015-2016
Reading	53%	56%	NA	61%
Writing	56%	65%	NA	60%
Mathematics	56%	56%	NA	55%

Grade 6 (Junior) Results (Participating)				
	2012-2013	2013-2014	2014-2015	2015-2016
Reading	68%	76%	NA	64%
Writing	60%	72%	NA	65%
Mathematics	42%	45%	NA	27%

Grade 9 Math Results (Participating)				
	2012-2013	2013-2014	2014-2015	2015-2016
Applied	33%	37%	33%	39%
Academic	77%	81%	72%	69%

Grade 10 OSSLT (Participating)				
	2012-2013	2013-2014	2014-2015	2015-2016
1st Time Eligible	64%	65%	62%	63%

Respectfully submitted by:
J. Kantola, C. Hron, Superintendents of Education
S. Bastable, School Effectiveness Lead
S. Urquhart, Student Success Lead

9.01 D

Keewatin-Patricia District School Board

October 11, 2016

NOTICE OF MOTION

THAT the 2016 -2017 Special Education Plan be received.

2016-2017 Special Education Plan

The 2016-2017 Special Education Plan for the Keewatin-Patricia District School Board has maintained its core structure in terms of supporting and enhancing an inclusionary model of special education: while recognizing that there are some opportunities that allow for very individualized instruction and student support in a withdrawal setting. We pride ourselves for being a system that "puts students first" and accepts every student, new or returning. We program for all students based on individual student learning needs. The defining attribute of our Keewatin-Patricia schools and staff is our acceptance of all students and families with the intent to positively impact the lives for many of our students.

The 2016-2017 Special Education Plan represents the required consultation process through its Special Education Advisory Committee (SEAC). The Ontario Regulation which governs special education in Ontario Schools does not require formal trustee approval; we feel the necessity to ensure that you are apprised of all changes and updates as this document directly influences our daily work. We have highlighted a substantial number of changes in the plan in which you will find the specific amendments on page 2 and 3 of this summary.

All staff maintain and have embraced the Board's vision statement "*All stakeholders create a culture of learning so that students come first*". This vision has allowed us to effectively set the stage to ensure that all programing and service decisions for students will continue to stem from the understanding that supports our collective stance which puts students at the center of all dialogue and decision-making.

The 2016-2017 Special Education Plan maintains a strong focus on the identification and interventions to support our students with mental health issues and conditions. The pyramid of interventions used as a current model of practice at the classroom and school levels will continue to assist in providing the required pathways to care or to implement the appropriate school based supports. Students will continue to be adequately supported with access to assistive technology devices and applications to support their learning and ultimately improve student achievement outcomes.

The 2016-2017 Special Education Plan is designed to align and support the priorities identified in all three areas of our Board Strategic Improvement Plan: practicing in a 21C culture of learning, integrated and assessment model of instruction and effective interventions.

Respectfully submitted by:
Joan Kantola, Superintendent of Education

Special Education Plan Changes

Throughout the whole document:

- Page numbers were changed to reflect the insertions and deletions of data
- Semi-colons added at the end of bullets
- Semi-colons added after all bullets

The following Special Education forms were updated:

- Consent to the Release of Confidential Information-page 58
- Individual Education Plan-page 90

Page 15:

- Special Education Team

Page 17 & 18:

- SEA amount and updated
- Mental Health Leader information
- Under Student counsellor-"*Special Education Team, Safe and Supportive Schools Principal and Mental Health Leader" added*

Page 18:

- Extra bullet added under Student Counsellor to include: *Ensure that they remain current which community agencies are available to support students in the region*
- Wording changed: Respond to attendance referrals *"on an as needed basis for students who are absent for more than 15 consecutive days"*
- Extra bullet was added to read: *"Be a member of the TERT Team (Tragic Emergency Reponses Team)"*

Page 22:

- An FBA (Functional Behavior Analysis) conducted by the in-school support team

Page 46:

- Number of referrals updated

Page 56:

- School Contact List updated for 2016-17

Respectfully submitted by,
Joan Kantola, Superintendent of Education

Page 65:

- System Behavior Support Team replaced with *"Special Education Team"*
- Supportive Schools Lead changed to *"Principal"*
- ABA Specialist changed to *"Leader"*

Page 82:

- Students and Teachers receive support and programming from teacher of the deaf and hard of hearing SAT changed to *"Special Education Team"*

Page 107:

- We currently have 1 student who attends at Trillium

Page 108:

- Special Education Staff numbers for Elementary and Secondary updated

Pages 100-112:

- Changes made to Special Education Professional Development Plan, ABA and Mental Health Leaders added
- Shared Solutions document removed
- Safe and Supportive Schools Lead changed to "*Principal*"

Page 118:

- SEAC Contact List updated

Page 123:

- Note: Changes to the Plan will be shared with the trustees at the Regular Board Meeting Tuesday Oct. 11th, 2016

Respectfully submitted by,
Joan Kantola, Superintendent of Education

9.01 E

Keewatin-Patricia District School Board

October 11, 2016

NOTICE OF MOTION

THAT the Nishnawbe Aski Nation / Keewaytinook Okimakanak – New School Grand Opening Report be received.

Keewatin Patricia
DISTRICT SCHOOL BOARD

Nishnawbe Aski Nation / Keewaytinook Okimakanak
New School Grand Opening

The Keewatin Patricia District School Board (KPDSB) and the Keewaytinook Okimakanak (KO) Board of Education (KOBE) continue to build their partnership to serve students in Northwestern Ontario

KPDSB and KOBE began partnership discussions in the summer of 2015. We now have a draft partnership agreement, to be signed shortly, that is designed for both parties to both learn and work together in service of students in both the KPDSB communities and the six KOBE communities in Treaty 9 and Treaty 5. To date, there is joint work occurring at the Board level and within the school leadership and teacher groups of both organizations. This work includes connecting leaders and teachers, sharing expertise and resources, and working together to remove barriers for students. This work is aligned with the strategic plans of both organizations around building further capacity to better serve all students in the region.

KPDSB received an invitation from KOBE to attend and participate in the grand opening of their new elementary school, the Wasaho Cree Nation School in Fort Severn. On October 3rd, Sean Monteith, Director of Education and Scott Urquhart, Student Success Leader attended this event, with a variety of both KO and Nishnawbe-Aski Nation (NAN) staff. In attendance were: Alvin Fiddler, Grand Chief NAN, Derrick Fox, Deputy Grand Chief NAN, Geordie Kakepetum, CEO of KO, and Darrin Potter, KO Director of Education, as well as various officials from government and the entire Fort Severn community. In addition, Logan Wanakamik, a Fort Severn student attending secondary school at QEDHS also attended, representing Fort Severn students attending KPDSB secondary schools.

The day was both incredible and emotional. We had an opportunity to network, discuss issues and next steps and of course, participate in a new school grand opening and see the potential that exists for our joint work to really make significant differences for students and families in their educational journey.

Respectfully submitted by:
Scott Urquhart
Student Success Leader

Keewatin-Patricia District School Board

October 11, 2016

NOTICE OF MOTION

THAT the 2017 Board Meeting Scheduled be received.

THAT the 2017 Board Meeting Schedule be approved.

Keewatin Patricia
DISTRICT SCHOOL BOARD

Schedule

Regular Board Meetings
And
Committee of the Whole Meetings

* Regular Board **Face-to-Face** Meetings

DRAFT

Year 2017

Date	Type of Meeting	Region	Meeting Location
January 10, 2017	Regular	Dryden	Dryden HS
January 24, 2017	C of W	Videoconference	Kenora/Dryden
February 14, 2017	Regular	Dryden	Dryden HS
February 28, 2017	C of W	Videoconference	Kenora/Dryden
* March 7, 2017 March 14th is March break	Regular	Dryden	Dryden HS
March 28, 2017	C of W	Videoconference	Kenora/Dryden
April 11, 2017	Regular	Upsala	Upsala PS
April 25, 2017	C of W	Videoconference	Kenora/Dryden
May 9, 2017	Regular	Pickle Lake	Crolancia PS
May 23, 2017	C of W	Videoconference	Kenora/Dryden
* June 13, 2017	Regular	Red Lake	Golden Learning Centre PS
June 27, 2017	C of W	Videoconference	Kenora/Dryden
September 12, 2017	Regular	Dryden	Dryden HS
September 26, 2017	C of W	Videoconference	Kenora/Dryden
* October 10, 2017	Regular	Sioux Lookout	Sioux Mountain PS
October 24, 2017	C of W	Videoconference	Kenora/Dryden
November 14, 2017	Regular	Dryden	Dryden HS
November 28, 2017	C of W	Videoconference	Kenora/Dryden
* December 12, 2017	Regular	Dryden	Dryden HS

Keewatin Patricia
DISTRICT SCHOOL BOARD

Schedule

Regular Board Meetings
And
Committee of the Whole Meetings

* Regular Board **Face-to-Face** Meetings

DRAFT

Year 2018

Date	Type of Meeting	Region	Meeting Location
January 9, 2018	Regular	Dryden	Dryden HS
January 23, 2018	C of W	Videoconference	Kenora/Dryden
February 13, 2018	Regular	Dryden	Dryden HS
February 27, 2018	C of W	Videoconference	Kenora/Dryden
March 13, 2018	Regular	Dryden	Dryden HS
March 27, 2018	C of W	Videoconference	Kenora/Dryden
* April 10, 2018	Regular	Savant Lake	Savant Lake PS
April 24, 2018	C of W	Videoconference	Kenora/Dryden
May 8, 2018	Regular	Keewatin	Kenora Education Centre (Keewatin PS)
May 22, 2018	C of W	Videoconference	Kenora/Dryden
* June 12, 2018	Regular	Sioux Lookout	Queen Elizabeth DHS
June 26, 2018	C of W	Videoconference	Kenora/Dryden
September 11, 2018	Regular	Dryden	Open Roads PS
September 25, 2018	C of W	Videoconference	Kenora/Dryden
* October 9, 2018	Regular	Ear Falls	Kenora Education Centre (King George VI PS)
October 23, 2018	C of W	Videoconference	Kenora/Dryden
November 13, 2018	Regular	Dryden	Dryden HS
November 27, 2018	C of W	Videoconference	Kenora/Dryden
* December 11, 2018	Regular	Dryden	Dryden HS

Keewatin-Patricia District School Board

October 11, 2016

NOTICE OF MOTION

THAT the verbal report on Policy 714, Performance Appraisal, Director of Education, be received.

THAT Policy 714, Performance Appraisal, Director of Education, be approved and be reviewed annually.

The Keewatin-Patricia District School Board believes that a performance appraisal process for the Director of Education provides a forum for constructive dialogue and exchange of information between the Director and the Board of Trustees. The process is an opportunity for both the Board of Trustees and the Director to clarify expectations and goals, to review past accomplishments, and to agree on the needs and priorities of the system. The end result provides clear objectives and outcomes through a fair process and leads to effective implementation and achievement of the board's goals.

Purpose

To establish a formal, open and transparent framework for an annual performance review process of the Director of Education with the Board of Trustees. This policy applies to the Director of Education and is managed by the elected trustees of the Keewatin-Patricia District School Board.

Rationale

An effective performance review of the Board's Director of Education will:

- set measurable goals, objectives and direction for the Director that directly relate to the Board's mission, strategic plan, and BIP;
- highlight the key role of the Director as the Chief Education Officer for the District to enhance student achievement and success for all students;
- strengthen the organization, making it more cohesive, viable, accountable and proactive in serving the needs of the students and the broader school community;
- reflect a continuous results oriented and improvement focus for both the Director of Education and the Board;
- Provide a structured opportunity for the Director of Education to receive feedback and concerns in a timely and supportive way to facilitate resolution.

NEW - DRAFT

NEW - DRAFT

Guidelines

The Trustees and the Director of Education will jointly develop the performance goals of the Director of Education. The goals established for the year are based on the six (6) leadership practices (identified below) and the values, vision and goals contained within the KPDSB Strategic Plan. Goal setting should not be overly cumbersome to the Director or the Trustees. There should be two-three major goals and those are the ones the Director is to accomplish that year. The goal setting for the Director should include all Trustees as a whole, not a subcommittee. An annual retreat in March is advised to go over the strategic plan and capital plan so that goals can be set at the June board meeting for the upcoming year.

The Trustees and the Director of Education will jointly develop the content, data collection and review. The proposed review is not intended to encompass every aspect of the Director's work, but to focus on the goals determined for the year under review; to affirm success, improvement and appropriate next steps. The content of the review surveys and feedback to the Director's discussions with the trustees and subsequent documentation will be held in confidence. The surveys shall be based on the Director's areas of responsibility as outlined in the following sources:

- The Education Act
- The Ontario Leadership Framework for Supervisory Officers' 6 leadership practices:
  - setting directions
  - building relationships and developing people
  - developing the organization
  - leading the instructional program
  - securing accountability
  - supporting community and culture of all

The Director will be provided with a written copy of his/her performance review and will be permitted an opportunity to respond to it. In the event that a significant disagreement concerning the performance review arises between the Director of Education and the Board, the Director will provide the Chair of the Board with a written response outlining the areas of disagreement. Upon receipt of the Director's response, the Chair would present this response to the Trustees in an effort to come to a reasonable resolution. The Board of Trustees will approve a public motion confirming that the Director's performance review process has been completed in accordance with this policy.

Time frames

The Director and the Board will share information of goals and how they are being reached, at two formal meetings per year (October and February Committee of the Whole in-camera sessions).

The performance review for the Director of Education shall be initiated by the Board Executive annually in March.

The Director will submit a report in April which reviews activities and accomplishments for the year to the Board Executive who will forward it to the Trustees. The Director will include in this report suggested goals with any recommended additions or deletions for the upcoming year. In the event that other issues arise during the year these issues will be presented to the Chair or the Director of Education.

The administrative assistant will circulate a package to the Trustees which will include all forms, the Director's report and a summary of the process. Trustees will be asked to complete the questionnaire, Procedure 714, and return it to the Chair at the April board meeting. Trustees will also be asked to comment on the suggested goals with any recommended additions or deletions.

The Executive Committee will review the data collected. A report will be prepared by the Executive Committee and distributed to all Trustees for discussion at the Committee of the Whole prior to the May board meeting. Following the May board meeting any changes will be made by the Executive Committee and the report submitted to the Director of Education and Trustees by the May Committee of the Whole meeting.

NEW - DRAFT

The Director of Education shall then respond and the appraisal report and Director's response shall be received by the Board for review, approval and disposition by the final board meeting in June.

The appraisal report and response of the Director shall be filed in the office of the Chair, with a copy provided to the Director of Education.

Review of the policy and process to occur annually at the October Committee of the Whole meeting.

NEW - DRAFT

Keewatin Patricia DISTRICT SCHOOL BOARD

Procedure Section: Personnel/Employee Matters

700
NEW - DRAFT

714

PROCEDURE

Performance Appraisal Director of Education

Draft for: October 11, 2016
For approval at: October 11, 2016

Respectfully submitted by
KPDSB – Executive Committee

TIME PERIOD: ***DATE(S)***

This form is designed to obtain your perceptions of the performance of our Director for the above mentioned time period. Your personal opinions and observations are important, so please respond candidly to each item. Your responses will remain anonymous. A summary of all the responses will be compiled for all the trustees.

As you read through the following list, circle the appropriate number and submit any additional comments in the space provided.

1. Does not meet expectations
2. Meets expectations
3. Exceeds expectations
4. Unknown

1. Cultural Leadership

- Builds commitment to Board's Mission, beliefs and strategic commitments
- Maintains culture of respect through the system
- Creates a focus on education excellence

1. Does not meet expectations
2. Meets expectations
3. Exceeds expectations
4. Unknown

Comments:

2. **Communications**

- Provides written and verbal reports to the Board of Trustees
- Regularly corresponds to the system
- Responds to media/general correspondence
- Responds to inquiries in a timely fashion
- Provides timely information on Ministry initiatives that may affect the system
- Maintains open and meaningful communication with the Board

1. Does not meet expectations
2. Meets expectations
3. Exceeds expectations
4. Unknown

Comments:

3. **Staff Relations**

- Builds respectful relationships with employee groups
- Takes a problem-solving approach to issues
- Creates a culture of learning that allows staff to engage in continuous learning
- Is recognized as a professional leader
- Seen as approachable and a builder of relationships with trustees, staff and community
- Integrates feedback for trustees, staff and the community into positive action
- Creates atmosphere of trust and collaboration when working with trustees, staff and community

1. Does not meet expectations
2. Meets expectations
3. Exceeds expectations
4. Unknown

Comments:

4. Community and Public Relations

- Represents the Board in a positive and professional manner
- Strengthens inter-board cooperation
- Enhances the system profile

1. Does not meet expectations
2. Meets expectations
3. Exceeds expectations
4. Unknown

Comments:

5. Vision of System: Present and Future

- Articulates and promotes Mission and beliefs of system
- Understand system design and change process
- Articulates how system and school planning need to alight and support system mission and the Board's strategic commitments

1. Does not meet expectations
2. Meets expectations
3. Exceeds expectations
4. Unknown

Comments:

6. **General System Leadership**

- Leads by example – is seen as instructional leader
- Takes forward thinking approach to anticipate change
- Inspires confidence in the system
- Interprets and communicates policy, procedures, legislation and regulations to others (staff and trustees) to increase understanding all
- Maintains a clear and consistent sense of direction
- Handles tough situations well and manages difficult personnel issues successfully

1. Does not meet expectations
2. Meets expectations
3. Exceeds expectations
4. Unknown

Comments:

7. **Organizational Leadership**

- Deals directly with difficult issues
- Defines clearly issues/problems
- Takes problem-solving approach/involves others in discussions
- Provides clear roles and high expectations for senior staff

1. Does not meet expectations
2. Meets expectations
3. Exceeds expectations
4. Unknown

Comments:

8. **Fiscal Leadership**

- Ensures that budget planning process reflects accountability, planning and economic political realities
- Ensures budget allocations reflect articulated goals of system are department/planning process
- Ensures financial management of the Board is consistent with legal and Ministry requirements

1. Does not meet expectations
2. Meets expectations
3. Exceeds expectations
4. Unknown

Comments:

_____

_____

_____

9. Personal and Professional Attributes

- Participates in professional peer organizations and is active
- Demonstrates ethical principles in management activities
- Demonstrates professional attitudes and attributes

1. Does not meet expectations
2. Meets expectations
3. Exceeds expectations
4. Unknown

Comments:

_____

_____

_____

SUMMARY OF BOARD RESPONSE

After Board members have reviewed and discussed the Director of Education's report, the Chair and Vice-Chair will summarize the points by completing this form.

The Director of Education does a competent job in these areas:

The Director of Education could develop in these areas:

Summary Statement:

Comments from the Director of Education:

Name of Chair (print)	Signature of Chair	Date
Name of Director of Education (print)	Signature of Director of Education	Date

- ***The Director of Education's signature merely indicates that the completed form has been read and does not necessarily imply agreement with the performance evaluation.***
- ***A copy of this document will be placed in the Director of Education's personnel file.***

9.06 A

Keewatin-Patricia District School Board

October 11, 2016

NOTICE OF MOTION

THAT the 2016 Capital Projects Report be received.

2016 Capital Projects Report

The Facilities Department has made excellent progress on the capital projects that were funded for completion in 2016. An update on each project is presented on the following pages. A summary list of the 2016 projects is shown below.

Major Capital		Budget ($)
Beaver Brae	Roof Replacement	1,818,253
Dryden High	Roof Replacement	1,638,335
Red Lake High	Natural gas boiler system - phase 2 of 3	1,200,000
Valleyview	Add 4 portables, reconfigure, washroom improvements	1,260,000
Sub-total - Major		5,916,588
Minor Capital		
Beaver Brae	7 & 8 outdoor classroom	127,700
Beaver Brae	parking lot improvements/accessibility to football field	50,000
Ear Falls	demolish portable add storage shed & add fencing	30,000
Evergreen	electronic signage	35,000
Ignace	additional junior play structure	60,000
King George	handicap playground/swing/ rubber surface	60,000
Red Lake High	replace flooring in hallway & library	65,000
Savant/Upsala	upgrade water treatment to UV - recertify	75,000
Valleyview	extend outdoor playground equipment	20,000
Z-System	upgrade 15 year old caretaking equipment	250,000
Z-System	accessibility operators Ignace, GLC & Sioux Narrows	15,000
Z-System	replace exterior lighting with LED program	40,000
Sub-total - Minor		827,700
Total Capital		6,744,288

Unplanned capital project work included renovations at New Prospect PS to accommodate the transfer of Childcare programs from City of Dryden facilities.

As well, we have been working with Everstrong Construction, the successful bidder on the new Sioux Lookout high school, to get that project underway this fall. Everstrong personnel were on site Monday September 19th to commence the remaining site preparation work so that work can begin on the building foundations.

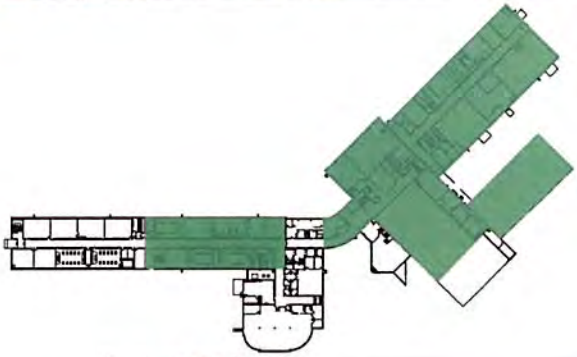
Looking forward to 2017 we are planning to establish our priorities and identify our list of capital projects prior to January so that design and tendering can occur as soon as possible to assist with project completion by the end of August.

School: **Beaver Brae SS & SES**

Project Title: **Roof Replacement**

Project Budget: **$1,818,253**

Projects Photo(s):



Project Status: Contract was awarded to Oakwood Roofing from Winnipeg. The contractor has been onsite since August. Rainy weather has been a challenge. Expected completion is October 31, 2016.

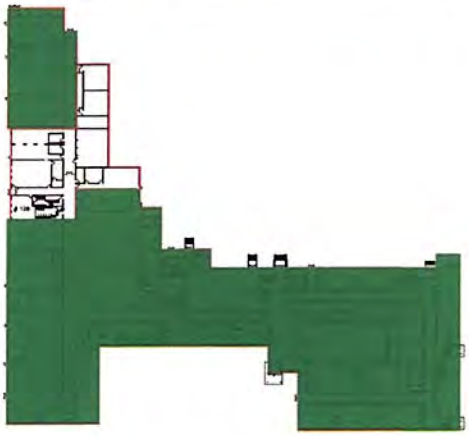
Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Dryden HS**

Project Title: **Roof Replacement**

Project Budget: **$1,638,335**

Projects Photo(s):



Project Status: Contract was awarded to Racco Industrial Roofing from Thunder Bay. The contractor has been onsite since August. Rainy weather has been a challenge. Expected completion is October 31, 2016.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Red Lake DHS**

Project Title: **Natural Gas Boiler System**

Project Budget: **$1,200,000**

Projects Photo(s):

Project Status: The heating system is being upgraded to take advantage of the savings offered by converting the systems to operate using natural gas as opposed to hydro-electric and propane energy sources. The new systems are designed to replace the heating capacity of the aging geothermal heat pump systems already in place. The existing geothermal heat pump systems will continue to provide cooling to the facility until the systems reaches their end of life. This project will also include an upgrade to the existing electrical domestic water heating plant and replaced with natural gas-fired units to also take advantage of the savings. All mechanical and electrical has been completed and we are presently completing the operational control systems. We are taking the school off heat pumps as primary source of heating in stages during the month of Aug.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Valleyview PS**

Project Title: **Temporary Classroom Fourplex and Washrooms**

Project Budget: **$1,260,000**

Projects Photo(s):

Project Status: The contract was awarded to the low bidder Jarnel Contracting Limited after design changes were made and repricing was negotiated. The contractor has been on site since July. The interior renovations including new flooring and painting of the new Kindergarten rooms were 90% complete by September 1st allowing for those rooms to be occupied albeit with the washrooms closed off while awaiting installation of fixtures.

One existing portable was relocated to make room for the new classroom fourplex. All four existing portables are occupied by classes at this time. Two other classes are being accommodated in the main building in the library and gym respectively.

As anticipated, the classroom fourplex has required the most construction time. Finishing work and utility connections are expected to be complete by September 30th at which time we must obtain an occupancy permit and complete the furnishing and equipping of the four classrooms.

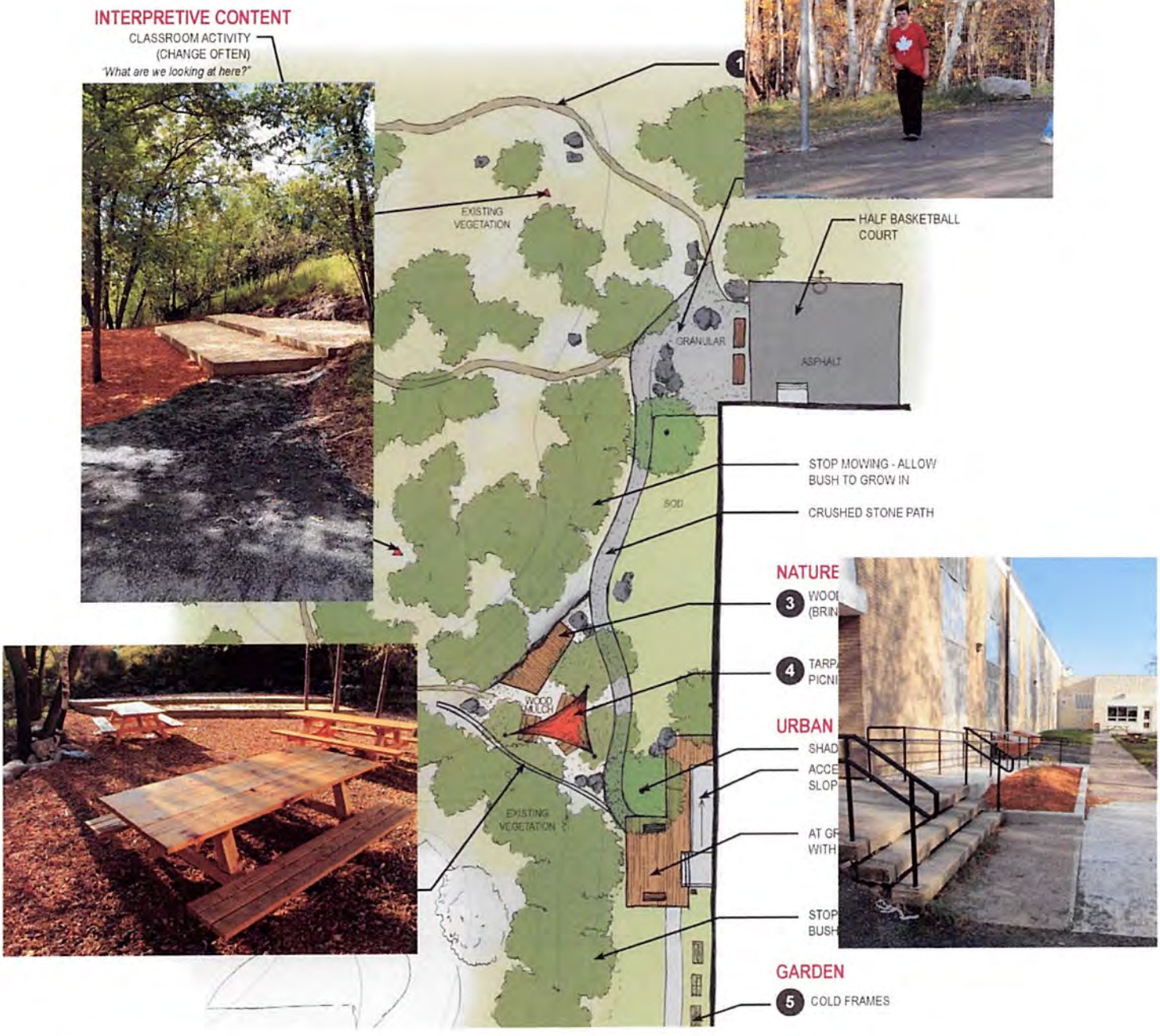
Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Beaver Brae SS & SES**

Project Title: **Grade 7 & 8 Outdoor Classroom**

Project Budget: **$127,700**

Projects Photo(s):



Project Status: Project is complete.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Beaver Brae SS & SES**

Project Title: **Parking Lot & Accessibility Improvements to Football Field**

Project Budget: $50,000

Projects Photo(s):

Project Status: Prior to the tendering of this work it was determined that the bleachers were an urgent safety concern. Repairs were determined to be cost prohibitive so a decision was made to purchase new bleachers and defer the planned work until the summer of 2017.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Ear Falls PS**

Project Title: **Demolish obsolete portable classroom/add storage shed and fencing**

Project Budget: **$30,000**

Projects Photo(s):

Project Status: Not completed

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Evergreen PS**

Project Title: **Electronic Sign**

Project Budget: **$35,000**

Projects Photo(s):

Project Status: Feedback from the school was that they would like to consider other building improvements that would have greater benefit to students. These funds will be carried over to 2017 to provide time to plan improvements and design and tender them.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Ignace School**

Project Title: **New Playground Structure**

Project Budget: **$60,000**

Projects Photo(s):

Project Status: This project is complete.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **King George VI PS**

Project Title: **Handicapped Play Structure/Swing & Rubber Surfacing**

Project Budget: **$60,000**

Projects Photo(s):

Project Status: This project is complete.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Red Lake DHS**

Project Title: **Replace flooring in Hallways and Library**

Project Budget: **$65,000**

Projects Photo(s):

Project Status: This project is complete.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Savant Lake PS & Upsala PS**

Project Title: **Upgrade water treatment systems to UV and recertify**

Project Budget: **$75,000**

Projects Photo(s):

Project Status: This project is complete.

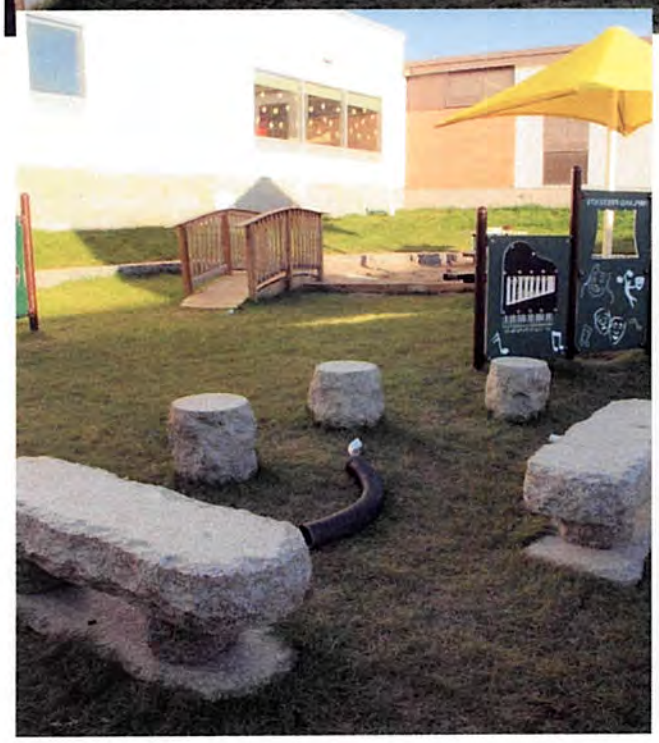
Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Valleyview PS**

Project Title: **Extend outdoor playground for new Kindergarten wing**

Project Budget: **$20,000**

Projects Photo(s):



Project Status: This project is complete.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **System-wide**

Project Title: **Upgrade 15 year old caretaking equipment**

Project Budget: **$250,000**

Projects Photo(s):

Project Status: This project is complete.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **Golden Learning Centre, Ignace School, Sioux Narrows PS**

Project Title: **Install Accessibility Door Operators**

Project Budget: **$15,000**

Projects Photo(s):

Project Status: Not complete. Elementary schools lock exterior doors and we are seeing operators burning out. We are looking at door locks working in conjunction with handicap operators.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

School: **System-wide**

Project Title: **LED Exterior Lighting Program**

Project Budget: **$40,000**

Projects Photo(s):

Project Status: Not complete but we are installing led fixtures as we need to replace damaged or faulty exterior lights. We are working on a bigger project of replacing all lights in interior and exterior of facilities taking advantage of present incentives that are available. This will be coming forward in new school year.

Respectfully submitted by,
Dean Carrie, Superintendent of Business
Kim Carlson, Facilities Manager

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

October 11, 2016

NOTICE OF MOTION

THAT the verbal report on By-law #64 be received.

THAT By-law #64, being a by-law to authorize the tax levy for 2017, be taken as read a first time.

THAT By-law #64, being a by-law to authorize the tax levy for 2017, be taken as read a second time.

THAT the rules of order be suspended to allow third and final reading of By-law #64.

THAT By-law #64, being a by-law to authorize the tax levy for 2017, be taken as read a third time and finally passed.

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

BY-LAW #64

BEING A BY-LAW TO PROVIDE FOR THE 2017 TAX LEVY IN LOCALITIES WITHIN THE AREA JURISDICTION OF KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

Whereas subsection 257.7(1) of the Education Act (Act) requires the Board to levy the tax rates prescribed under section 257.12 of the Act;

And whereas Ontario Regulation 400/98 prescribes the tax rates under subsection 257.12(1) of the Act;

Now therefore the Board enacts as follows:

The rates set out in Regulation 400/98 for 2017 are hereby levied in localities within the area of jurisdiction of the Board on the property indicated in section 257.7 of the Act.

READ A FIRST TIME THIS 11th DAY OF October, 2016

READ A SECOND TIME THIS 11th DAY OF October, 2016

READ A THIRD TIME AND FINALLY PASSED

THIS 11th DAY OF October, 2016

_____
Chair

_____
Secretary

Keewatin-Patricia District School Board

October 11, 2016

NOTICE OF MOTION

THAT the verbal report on Policy 712, Employee Hiring and Promotion, be received.

THAT Policy 712, Employee Hiring and Promotion, be approved with the next review date in year 2018.

Policy Statement

The Keewatin Patricia District School Board is committed to providing the human resources required to support the Board's ***Vision Statement, M***ission, ~~vision~~ and ***V***alues ~~and~~ ***as identified in*** the Board Strategic Plan.

Rationale

The Keewatin-Patricia District School Board is responsible for hiring and promoting staff to all positions to ensure high quality service to students***, staff*** and community. ***The Board recognizes that professional talent recruitment, and succession planning are vital to its long-term success, and stability.***

Guidelines

The Board is committed to ensuring that its recruitment and promotion processes:

i. Select the best candidate based on education, skills, qualifications, experience and demonstration of ***a*** commitment to the Board's ***Vision Statement, M***ission, ~~vision~~ and ***V***alues;

ii. With the exception of the Director of Education, hiring of union and non-union staff is the responsibility of Board administration;

iii. are fair, equitable, and timely while ~~protecting~~ ***respecting*** personal privacy;

iv. recognize the importance of having a workforce that is reflective of the ***community*** ~~communities~~ that we serve;

~~v. evolve based on industry best practices;~~ ***supports instructional, academic and operational leadership best practices;***

vi. ~~attract~~ ***encourages*** a wide range of applicants ***both internal and external to the Board;***

vii. Ensure that staff hiring and promotion are free of bias, nepotism, reflect transparency and process, and promote public and staff confidence in Board hiring decisions;

viii. incorporate legislative requirements, contractual requirements of collective agreements, and support Board policies and procedures;

ix. can be financially supported through the Board's annual budget process;

x. the process for the selection of employees will provide distinct procedures for recruitment, identification, eligibility, transfer and promotion of qualified staff;

xi. all process associated with the recruitment and selection of staff will be free of bias reflecting the diversity of the Keewatin-Patricia District School Board communities and Northwestern Ontario students;

xii. the Director of Education is ultimately responsible for the implementation of Policy 712, and for the hiring of appropriate, qualified and competent staff.

- **> information below moved to the HR Procedure < <**

~~Guidelines~~

~~1. Appointments to staff positions in the KPDSB will follow a rigorous and fair selection process intended to identify and highlight specific skills, knowledge, attitudes and experience.~~

~~The Board will require the following to be completed as part of the pre-employment process:~~

~~a) reference check~~
~~b) police records check~~
~~c) appropriate certification as required~~

~~2 The process for the selection of employees will provide distinct procedures for recruitment, identification, eligibility, transfer and promotion of qualified staff;~~

~~3 All process associated with the recruitment and selection of staff will be free of bias, and outcomes will reflect the diversity of communities~~

~~4 See Employee Hiring and Promotion Procedure # 712.~~

To whom it may concern,

I have begun my studies at Lakehead University and would like to thank the Keewatin-Patricia District School Board for helping me get here. This generous scholarship will go a long way in helping me accomplish my post-secondary goals. I thank everyone who had a part in selecting me for this scholarship as well as those who make this funding possible. Scholarships are vital for students to be able to achieve the goals that they are pursuing, and this will certainly be put to good use.

Thank you once again for selecting me for the Keewatin- Patricia District School Board Scholarship, and for your continued support of graduating students.

Sincerely,

Eric Melillo

Eric Melillo