

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING # 6

Tuesday, May 9, 2017

Time: 7:00 p.m.

Crolancia PS

Pickle Lake, Ontario

Video & Teleconference Sites

QEDHS 24A

RLDHS 235

DHS 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 – April 11, 2017
7. Presentations/Delegations
8. Observer Comments
9. Presentation of Reports and Accompanying Motions
 - 9.01 Education
 - A. **Students Come First**
 - ***Kids in the Kitchen and Athletic Education at Crolancia***
Educational Assistant: Amanda Pedalino
Teacher: Kayla Blakney
 - B. Student Trustee Update
 - C. Children's Mental Health Update
 - 9.02 Executive Committee
 - A. New Student Trustee Elect 2017-2018 – Dryden High School
 - 9.03 O.P.S.B.A. Update
 - 9.04 Parent Involvement Committee (nil)
 - 9.05 Operations (nil)
 - 9.06 Finance
 - A. Policy 210 Report, Expenses of Trustees and Appointed Members

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

- 9.07 Human Resources
 - A. KPDSB Administration and Business Report
- 9.08 Special Education Advisory Committee
- 9.09 Indigenous Education Advisory Council
- 10. Other Motions
- 11. Correspondence
- 12. New Business
- 13. Observer Comments
- 14. Next Meeting Date – June 13, 2017
Golden Learning Centre Public School
Balmertown, Ontario
- 15. Adjournment

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING #5

The minutes of Regular Board Meeting #5 of the Keewatin-Patricia District School Board held April 11, 2017 at Ignace Public School, Ignace, ON

Call to Order	The meeting was called to order at 7:00 p.m.					
Roll Call	C. Marcino tc J. Kitowski vc M. Guitard vc	R. Griffiths D. Penney D. Buswa tc (late)	G. Kleist vc G. Seaton J. Manitowabi vc J. Duncalfe vc			
Absent with Regret	D. Wilkinson, L. Barnes					
Officials	Sean Monteith, Caryl Hron, Joan Kantola, Dean Carrie (vc), Scott Urquhart, Kathleen O'Flaherty (vc) and visiting school administration.					
Also Present	Media, Staff and interested public.					
Agenda	Moved by: Seconded by:	G. Seaton R. Griffiths				
Motion	59-17	THAT the agenda for the Regular Board Meeting of April 11, 2017 be approved.				
		Non-binding (Student Trustee)	FOR 1	OPPOSED 0	CARRIED	
		Binding	FOR 8	OPPOSED 0	CARRIED	
Conflict of Interest	Declaration of conflict of interest re proceedings on agenda				None	
Minutes	Moved by: Seconded by:	G. Seaton R. Griffiths				
Motion	60-17	THAT the minutes of Regular Board Meeting held February 14, 2017 having been duly circulated be confirmed.				
		Non-binding (Student Trustee)	FOR 1	OPPOSED 0	CARRIED	
		Binding	FOR 8	OPPOSED 0	CARRIED	
		Moved by: Seconded by:	G. Seaton R. Griffiths			
Motion	61-17	THAT the minutes of the Special Board Meeting held February 28, 2017 having been duly circulated be confirmed.				
		Non-binding (Student Trustee)	FOR 1	OPPOSED 0	CARRIED	
		Binding	FOR 8	OPPOSED 0	CARRIED	

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

Observer Comments	None						
Students Come First	"Ignace School, Exploring Interests, Opportunities and Passions"						
	Presented by: Dustin Murray, Teacher at IGPS and students shared about their experiences with their involvement in Hockey School and Electives.						
Students Come First	"Aboriginal Youth Financial Management Awards"						
	Presented by: Beth Dasno, Aboriginal Youth Entrepreneurship Program (AYEP) Teacher at QEDHS, and Brandon Hudson, student at QEDHS, shared with trustees his amazing journey while involved in the AYEPP along with his travel to the Aboriginal Financial Officers Association Canada's 17 th Annual National Conference to receive the Financial Management Award.						
	D. Buswa joined the meeting.						
Naming New Sioux Lookout High School	Moved by:	G. Seaton					
	Seconded by:	R. Griffiths					
Motion	62-17	THAT the Naming of the New Sioux Lookout High School Committee Recommendation be received.					
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
		Binding	FOR	9	OPPOSED	0	CARRIED
		Moved by:	G. Seaton				
		Seconded by:	R. Griffiths				
Motion	63-17	THAT the Name of the New Sioux Lookout High School, Sioux North High School, be approved.					
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
		Binding	FOR	9	OPPOSED	0	CARRIED
Student Trustee Update		Moved by:	G. Seaton				
		Seconded by:	R. Griffiths				
Motion	64-17	THAT the Student Trustee verbal update be received.					
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
		Binding	FOR	9	OPPOSED	0	CARRIED
Northwestern Ontario Economy Report		Moved by:	G. Seaton				
		Seconded by:	R. Griffiths				
Motion	65-17	THAT the report on the Northwestern Ontario Economy: Building an Inclusive Future be received.					
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
		Binding	FOR	9	OPPOSED	0	CARRIED

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

Policy 311		Moved by:	G. Seaton						
		Seconded by:	R. Griffiths						
Motion	66-17	THAT the verbal report on Policy 311, School Scholarships and Awards, be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		R. Griffiths left the meeting.							
		Moved by:	G. Seaton						
		Seconded by:	C. Marcino						
Motion	67-17	THAT Policy 311, School Scholarships and Awards, be approved as amended with the next review in year 2021.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	8	OPPOSED	0	CARRIED		
		R. Griffiths joined the meeting.							
Policy 504		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	68-17	THAT the verbal report on Policy 504, Early Years Advisory Committee, be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	69-17	THAT Policy 504, Early Years Advisory Committee, be adopted by the Board with the next review in year 2018.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
Policy 101		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	70-17	THAT the verbal report on Policy 101, Strategic Improvement Planning, be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	71-17	THAT Policy 101, Strategic Improvement Planning, be approved as amended with the next review in year 2020.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		

“All Stakeholders create a culture of learning so that students come first.”

Policy 502		Moved by: R. Griffiths Seconded by: G. Seaton				
Motion	72-17	THAT the verbal report on Policy 502, Native Education Advisory Council, be received.				
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0
		Binding	FOR	9	OPPOSED	0
						CARRIED
		Moved by: G. Seaton Seconded by: R. Griffiths				
Motion	73-17	THAT Policy 502, Native Education Advisory Council, be approved as amended with the next review in year 2021.				
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0
		Binding	FOR	9	OPPOSED	0
						CARRIED
Policy 617		Moved by: G. Seaton Seconded by: R. Griffiths				
Motion	74-18	THAT the verbal report on Policy 617, Honorariums to Support Students, be received.				
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0
		Binding	FOR	9	OPPOSED	0
						CARRIED
		Moved by: R. Griffiths Seconded by: G. Seaton				
Motion	75-17	THAT Policy 617, Honorariums to Support Students, be approved as amended with the next review in year 2020.				
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0
		Binding	FOR	9	OPPOSED	0
						CARRIED
OPSBA		Moved by: R. Griffiths Seconded by: G. Seaton				
Motion	76-17	THAT the verbal report on Trustee attendance at the Ontario Public School Boards' Association (OPSBA) 2017 Annual General Meeting be received.				
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0
		Binding	FOR	9	OPPOSED	0
						CARRIED
		Moved by: R. Griffiths Seconded by: G. Seaton				
Motion	77-17	THAT accommodations and travel arrangements for trustees who wish to attend the OPSBA Annual General Meeting being held in Collinwood June 8-11 2017 be approved.				
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0
		Binding	FOR	9	OPPOSED	0
						CARRIED

		Moved by:	G. Seaton						
		Seconded by:	R. Griffiths						
Motion	78-17	THAT the O.P.S.B.A. verbal update be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
Policy 403		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	79-17	THAT the verbal report on Policy 403, Use of Copyright-Protected Works, be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	80-17	THAT Policy 403, Use of Copyright-Protected Works, be approved as amended with the next review in year 2020.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
Policy 606		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	81-17	THAT the verbal report on Policy 606, Transportation, be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	82-17	THAT Policy 606, Transportation, be approved as amended.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
Policy 603		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	83-17	THAT the verbal report on Policy 603, Donations, be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	84-17	THAT the verbal report on Policy 603, Donations, be approved as amended with the next review date in year 2020.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		

“All Stakeholders create a culture of learning so that students come first.”

		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	85-17	THAT the verbal report on Policy 604, OMERS Membership, be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		Moved by:	G. Seaton						
		Seconded by:	R. Griffiths						
Motion	86-17	THAT Policy 604, OMERS Membership, be reaffirmed with the next review in year 2020.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
Policy 616		Moved by:	G. Seaton						
		Seconded by:	R. Griffiths						
Motion	87-17	THAT the verbal report on Policy 616, Signing authorities, be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		Moved by:	G. Seaton						
		Seconded by:	R. Griffiths						
Motion	88-17	THAT Policy 616, Signing Authorities, be reaffirmed with the next review in year 2021.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
SEAC		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	89-17	THAT the Special Education Advisory Committee verbal report be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		Moved by:	R. Griffiths						
		Seconded by:	G. Seaton						
Motion	90-17	THAT the appointment of Ms. Eveline O'Flaherty, a community representative from Kenora, to the Special Education Advisory Committee, be approved.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		

Correspondence	FASD Thank you letter Ministry of Education Thank you letter
New Business	None
Observer Comments	Chantal Moore, Principal of Ignace Public School, thanked the Trustees for the opportunity to host the Board Meeting at the school and looks forward to the next visit. Chair Penney thanked Chantal Moore and Adele Bernardo-Marth for the hospitality shown hosting the meeting at Ignace Public School.
Adjournment	Moved by: R. Griffiths Seconded by: G. Seaton
Motion	92-17 THAT the meeting adjourn at 9:09 p.m.
	Non-binding (Student Trustee) FOR 1 OPPOSED 0 CARRIED
	Binding FOR 9 OPPOSED 0 CARRIED

Chair

Secretary

9.01 C

Keewatin-Patricia District School Board

May 9, 2017

NOTICE OF MOTION

THAT the Children's Mental Health Report be received.

Children's Mental Health Report

The four bullets below include the future plans that were predicted and presented during the Children's Mental Health update at the Board meeting in April 2016. Each of the items have been embedded into the Board's Mental Health and Addictions Strategy for the 2016-2017 school year and are highlighted across the three main goals of the strategy.

- Trauma Informed Board
- Incorporating Student Voice
- Focus on Staff Mental Health and Well-Being
- Resource Development / KPDSB Website link on Mental Health

The 2016-2017 Mental Health and Addictions Strategic plan includes the following goals:

1) Building Organizational Mental Health / Well-Being Structure

Creating Mental Health Leadership Team
Student Mental Health Focus Groups
Mental Health Champions System Wide
Continued Partnership with FIREFLY
Continued Partnership with Northwestern Health Unit

2) Increasing Mental Health Literacy

Continued implementation of the Applied Suicide Intervention Skills Training (ASIST)
Leadership PD / Support for Staff and Students
Tele Mental Health Referrals
Implementation of School Mental Health Assist and Additional Mental Health Documents
KPDSB Website Mental Health Link / Tabs
Staff Mental Health Needs Assessment

3) Changing Classroom Climate

Trauma Informed and Proactive Response
Suicide Protocol
Aboriginal Perspectives

In addition, my role continues to work in partnership with School Mental Health Assist (SMHA) provincial team which supports the role of Mental Health Leader. I am extremely grateful to have continued support from my coach Dr. Bruce Ferguson.

Respectfully submitted by: Candice Kerkermeier
Children's Mental Health Lead

Keewatin-Patricia District School Board Strategic Plan

2016-2019

KPDSB Mental Health and Addictions Strategic Plan

Areas of Focus:

- Mental Health Organizational Structure
- Leadership PD / Support
- Suicide Intervention Training / Protocol Development
- Leading Mentally Healthy Schools
- Trauma Informed and Proactive Response
- Staff Well-Being

Goals:

- 1) Building Organizational Mental Health / Well Being Structure
- 2) Increasing Mental Health Literacy
- 3) Changing Classroom Climate

(Leading Mentally Healthy Schools fits into all 3 goals)

Year One

Strategic Goal 1: Building Organizational Mental Health / Well Being Structure

Area of Focus	Action Plan
Creating Mental Health Leadership Team	Leadership Team development be September 2016
Principal Group	Continued leadership support
Mental Health Champions System Wide	Target Groups September 2016
Create Mental Health / Well-Being Student Groups	Create secondary student groups by January 2017 (Pickle Lake, Red Lake, Dryden, Ignace, Kenora). Led by lead Teacher

Strategic Goal 2: Increasing Mental Health Literacy

Area of Focus	Action Plan
Continued implementation of the Applied Suicide Intervention Skills Training (ASIST) for staff	Ongoing training has continued though out 2015-2016 school year 2+ staff at each school trained
Leadership PD / Support for Staff and Students	Ongoing tele mental health education sessions Jack Talks October 2016 (students) VMR Series Education Sessions
Implementation of School Mental Health Assist and Additional Mental Health Documents / Resources	Continued implementation of Leading Mentally Healthy Schools for Administrators (One page documents) Continued implementation of Supporting Minds Implementation of Leading Mentally Healthy Classroom Document (*new July) Patrick Carney Well Aware

Keewatin-Patricia District School Board Strategic Plan 2016-2019

KPDSB Website Mental Health Link	HR / IT / MHL collaboration to begin September 2016 (Sheena)
Mental Health Needs Assessment Completed with Staff	Attend Staff Meetings by June 2017 Mental Health Needs Assessment with completed (Michelle Parish, google document)
Staff Well-Being	Continued partnership with HR Train the Trainer Vicarious Trauma / Dr. MacLachlin Toronto Sick Kids

Strategic Goal 3: Changing Classroom Climate

Area of Focus	Action Plan
Trauma Informed and Proactive Response	Pre measures provided and collected by September 30 th 2016 Trauma PD throughout 2016-2017 school year Continued classroom focus on the brain
Suicide Protocol	Prevention, Intervention and Postvention documents all completed and pending approval as working documents. Principal Binders created by September 2016. Gather feedback throughout September 2016 school year (Michelle Parish, google document)
Help for Administrators and Staff in Time of Tragedy	Waterfall document created and printed by January 2017
Creating Hope and Vision for the Future	Implementation of Creating Pathways to Success areas of learning with Student Counsellors
Aboriginal Perspectives	Ongoing collaboration with Eleanor Skead -Aboriginal Perspectives A Guide to the Teacher's Toolkit -First Nations and Inuit Mental Health Framework -Dr. Restoule tele mental health consultations

Year Two and Three
Continued implementation of trauma informed
Mental Health First Aid Training
Continued ASIST training
Continued implementation of School Mental Health Assist Documents / Resources
Parent Council Mental Health / Well-Being Focus
Implementation of Evidence-Based Programs

Keewatin-Patricia District School Board Strategic Plan

2016-2019

STUDENTS	STAFF	COMMUNITY PARTNERSHIPS
Student Counsellors	Let's Talk Campaign	Mental Health Week
Grad Coaches		Women's Shelter Saakaate House
Tragic Events Response Team	Employee Assistance Program	Kids Help Line
Tele Mental Health Services	Wellness Programs	BE SAFE
Mental Health and Addictions Nurses	Central Steering Safety Committee	RISK Table
ASIST Training	Vicarious Trauma Train the Trainer *new	FIREFLY
Mental Health Literacy	Staff Mental Health Website Tab *new	Center for Addictions and Mental Health (CAMH)
Transitions North Classroom	Daily Physical Activity Pilot *new	Tele Mental Health (Sickkids, CPRI, CHEO)
SPARK Classroom	Staff Wellness Committee's??	NAN / KO
Alternative Education		Kenora Chief's Advisory
Stop Now and Plan (SNAP)		NWHU
Stuart Shanker Self-Regulation Focus		
Be Safe App Mind Shift App		
Student Mental Health / Well-Being Focus Groups *new		

Resources / References:

- FMNI Mental Health Wellness Continuum

Ministry of Health Documents:

- Open Minds, Healthy Minds, Ontario's Comprehensive Mental Health and Addictions Strategy" (2011)

Ministry of Education Documents

- Equity and Inclusive Education in Ontario Schools (2009)
- Learning for All (2011)
- Foundations for a Healthy School (2013)
- Creating Pathways to Success, An Education and Career/Life Planning Program for Ontario Schools (2013)

School Mental Health Assist Documents

- Supporting Minds (2013)
- Leading Mentally Healthy Schools (2013)
- Leading Mentally Healthy Classrooms (2016)

All stakeholders create a culture of learning where students come first.

Joan Kantola _____

Superintendent of Special Education

Candice Kerkermeier _____

Mental Health Leader

Agency Implementation Plan - KPDSB- Trauma Informed Protocol

Driver #1: Selection

Interviewing and hiring staff to “fit” with the particular EBP/EI, select for “unteachables” and assess for coachability, supervisor selection and buy-in is critical!

1. Who will be responsible for identifying these criteria?
2. What interview processes/questions will allow you to get to this information?

A	Description of Plan Components	B	Action Item	C	Responsibility for Execution	D	Deliverables	E	Target Completion Date	F	Implications (Risks, Issues, etc)	G	Agency/Network Level Communication (what, to who, when)
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1	leadership committee "CAALM Committee"	<p>establish a leadership committee to start the trauma informed education and decision making within the board</p> <ul style="list-style-type: none"> - presentation for leadership group -engage CAALM to make some decisions and guide future plans -engage CAALM by using resources with purpose and pose questions related to resources shared for decision making 	Candice	<p>1-present current strategic plan</p> <p>2-CAALM will complete survey pre and post trainings</p>	<p>CAALM established and first meeting is Sept 16, 2016, strategic plan and trauma informed implementation plan reviewed</p> <p>Second meeting scheduled for February 7th: will update group on implementation plan; review KPDSB new website links; intro idea of Alison coming to next meeting to review coaching model and implementation plan involvement of CAALM members</p>		established and meet on Sept 16, introduce strategic plan and relationship with CAMH and SC
2	Staff engagement	<p>identify groups to consider for training and input: spec ed and the efficacy team, CAALM, Kristin Ward, Doris St. Jules, Sheri Blake, Holly Szumowski, Sheena Kivisto</p>	Candice to consider starting short updates to these key individuals on updates on the implementation plan (keep staff hooked in)	CAALM trauma informed training			

3	GAIN-SS - CAMH modified version	identify staff who will complete the GAIN-SS with students as needed	Candice to speak to Lisa Doersken at FIREFLY on use for new School Counsellors ; Alison to speak to Kim Humphrey at FIREFLY on Jan 27th	Student Counsellors, MHANs and Guidance	2017/2018 school year; KRRJYSC purchased new one year license that KPDSB can access	
4						
5						

Driver #2: Training

Timely, attend to aspects requiring new knowledge or skills, feed forward information to supervisor/coach

1. Who needs to attend? Should administrators, supervisors, funders attend?
2. Are there opportunities for cross-sectoral training?

A	B	C	D	E	F	G
Description of Plan Components	Action Item	Responsibility for Execution	Deliverables	Target Completion Date	Implications (Risks, Issues, etc)	Agency/Network Level Communication (what, to who, when)

1	Trauma Training - basic 101	<p>arrange trauma informed training for Board leadership</p> <ul style="list-style-type: none"> - contact Clinic or other training provider - contact TLC for training options and costs - merge trainings into curriculum (talk with Tracy) and request that training is mandatory for NTIP group; Sept 2017 NTIP group to access webinar once created; Candice to work with HR on mandatory webinar 	Candice	<p>Candice to create basic Trauma training - send to CAMH staff for proof reading</p>		<p>on a waitlist for Clinic & Klinik trying to stay in Manitoba (don't want to do out of province training) but will make acceptance for Kenora for now</p> <p>time and capacity of Candice</p>	
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2	<p>Cultural Training to be combined with Trauma Trainings</p>	<p>identify who would benefit from cultural training and how it relates to trauma</p> <p>include intergenerational trauma and colonization trauma in history</p> <p>Collaborate with 7 Gens to take Aboriginal Mental Health First Aid training</p> <p>Meet with Megan at CAMH to discuss cultural training options already developed</p>	<p>Candice ? Do you have access to another staff in the board who can take this on? FN staff?</p> <p>Candice and Megan/Alison: development of webinars; consider clips from Dr. Restoule, Dr. Musk, Dr. Manion</p>	<p>identify elders within the school board to assist with trainings</p>	<p>start 2017</p>	<p>time and capacity of Candice</p> <p>local FNIM input and coordinated training with local content</p> <p>4 Student Counsellors completed Mental Health First Aid Training (youth focus)</p>	<p>Dr. Ed Connors / Chris Musk? / Renee Linklater</p>
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3	Becoming Trauma-Informed Presentation - Internal Training	<p>create an internal presentation about becoming trauma informed to use with staff (created)</p> <ul style="list-style-type: none"> - look into training for transportation and janitorial staff (webinar) -use TLC resources to develop trainings and tap into extra year end budget for more resources 	Candice	<p>completed presentation to use with secondary trainings and new staff...</p> <p>Dryden High, QE and two board offices (HR, finance, IT) still to be completed)</p>	<p>Beaver Brea Oct 28 Spec Ed completed Nov. 15</p> <ul style="list-style-type: none"> - Efficacy upcoming and on agenda for Nov 24 meeting - SERT and EA afternoon of Nov 28 - Elementary morning of Nov 28 - CALM and secondary upcoming - lunch and learn for IT, finance and HR - Red Lake High completed January 17th - Regional Superintendent of Spec Ed Committee (RSEC) January 10th 		
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4	Vicarious Trauma Training	provide training to KPDSB starting with principles and slowly train staff	Candice and HR	<p>continue training that already happened with HR</p> <p>Candice to create VT training - send to CAMH staff for proof reading (in progress)</p> <p>Vicarious Trauma newsletter for staff only; not added to KPDSB website; link to ripple effect of suicides; newsletter related to kids and adults, need to ensure solutions are included in the newsletter, post traumatic growth, add supports (EAP, crisis line), community healing approach, MYCS, Youth Amp,</p> <p>*embedded footer for how to access support</p>		
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5	GAIN-SS Training	select staff to be trained: Counsellors, MH Nurses, Guidance Counsellors - student counsellor meeting Nov 29	Candice	use SC access and group license to access GAIN SS training	ongoing		
6	Trauma folder on Outlook	create and provide trauma info in Outlook folder	Candice	resource to keep organized and add additional relevant information as it becomes Making Sense of Trauma Webinar Handouts added	ongoing		
7	Making Sense of Trauma Webinar	Candice completed	Candice	Candice completed January 26th Student Counsellors, EAs and Select P/VP to complete as working group on January 27th PD day Candice to email all staff the link and request email sent to Candice when webinar is completed			

Driver #3: Coaching

Most skills are learned on the job, successful implementation requires ongoing guidance, coaching structure needs to be endorsed and specific

1. Who will do the coaching? Existing or new staff?

2. What skills, training, and coaching do the coaches need? What will be the primary coaching methods?

A	B	C	D	E	F	G
Description of Plan Components	Action Item	Responsibility for Execution	Deliverables	Target Completion Date	Implications (Risks, Issues, etc)	Agency/Network Level Communication (what, to who, when)
1 Newsletter, powerpoints to be reviewed by Bruce and other MHL, and CAMH	create trauma informed tips and practical solutions in newsletters delivered by the board to all staff					
2 Implementation Coaching - CAMH to provide implementation coaching to implement trauma informed protocol within the school board	frequent meetings between Candice and Alison (CAMH) - frequent review and changes to implementation plan as needed	Candice and Alison		ongoing		

3	Board staff coaching	identify champions among board staff who can be positive with trauma informed messaging and implementation - Candice to Coach the coaches	Candice		ongoing		
4							
5							

Driver #4: Performance Assessment

Measures fidelity, reinforces staff and builds on strengths, feedback to agency/network on functioning of other drivers (e.g., coaching, data systems)

1. Who reviews fidelity data?

2. How is information fed back to staff?

3. How will fidelity data inform modifications to implementation (e.g., selection, training, coaching)?

A	B	C	D	E	F	G
Description of Plan Components	Action Item	Responsibility for Execution	Deliverables	Target Completion Date	Implications (Risks, Issues, etc)	Agency/Network Level Communication (what, to who, when)

1	Pre Measure	create a survey for staff for pre and post implementation - Candice and Jessica work to compile data and print out survey monkey	Candice with support from CAMH (Curtis for now)	Candice will distribute and not HR with assistance from Communication officer - 550 respondents to survey!	link for pre-measure will be closed at the end of Oct -premeasure closed beginning of Nov 2016	
	Post Measure	create a survey for staff for post measure feedback	Candice with support from Jessica (CAMH)	post measure survey completed	will be dispursed in June 2016 to start to collect some data	
2	Tracking resources going out to staff??	create tracking sheet for data	Candice and Jessica	comple real time data	Dec-16	
3	Public Folder created to share all trauma informed materials - combine with trauma informed binder	Candice will create a folder and put all relevant information in the folder, will update on a regular basis	Candice			
4						
5						

Driver #5: Systems Intervention

Addresses issues outside the team's immediate influence or direct control, work with external systems to ensure availability of the financial, organizational, and human resources required

1. Who is responsible for building the necessary relationships in the organization, community, district, and/or province?
2. Are there external champions that needs to be engaged?

A	Description of Plan Components	B	C	D	E	F	G
		Action Item	Responsibility for Execution	Deliverables	Target Completion Date	Implications (Risks, Issues, etc)	Agency/Network Level Communication (what, to who, when)
1	Service Collaborative attendance	<p>continue to attend meetings and engage/work with other local service providers to have consistency in the local youth system</p> <p>- will present the implementation plan to the SC members at the Nov 2016 meeting and discuss the school boards implementation plan (completed Nov 17)</p>	Candice		Nov 2016 presentation of implementation plan to SC		

2	KPDSB communication	<p>develop communication between all board staff in all locations (Sioux, Dryden, RL, etc.)</p> <ul style="list-style-type: none"> - add updates in newsletters - will talk about trauma informed actions and plans at local and regional staff meetings - will add a link to the boards website with trauma informed info (links added and under construction) - will discuss and ask for input from CAALM about the school board becoming trauma 	Candice	<p>using 'champions' to talk about work and spread word</p> <ul style="list-style-type: none"> - trauma work a standing item on staff meetings and agendas, work continues and is ongoing - get buy in from principles and use staff meetings to leverage sustainability 			
3	Provincial Communication	<p>Candice to discuss local content and context with Provincial MH leads.</p>	Candice		ongoing		

4	MH ASIST Leads - meet in Toronto with all 72 leads. Will stay connected to the 8-10 local MH Leads for feedback on Trauma informed work from a local context	share local work and get input and feedback from other local MH Leads					
5	Offer training to community agencies to backfill seats when school staff don't fill them	open training registration to community when school board staff are trained		2017-2018			

Driver #6: Facilitative Administration

Aligns policies and procedures, works to reduce barriers and make work more effective, less "burdensome", helps build infrastructure for ongoing implementation and sustainability

1. Who ensures that the practice-level perspectives about what is working well and "what's getting in the way" are communicated to leadership?
2. What are the mechanisms for this communication?

A	B	C	D	E	F	G
Description of Plan Components	Action Item	Responsibility for Execution	Deliverables	Target Completion Date	Implications (Risks, Issues, etc)	Agency/Network Level Communication (what, to who, when)

1	Leadership Committee	maintain communication and ensure superintendents and directors are supportive of becoming trauma informed	Candice and Joan	Candice presented to RSEC on the board's partnership and movement towards becoming a trauma informed board	ongoing		
2	Suicide Resources Binders	Approved as working documents	Candice - Jessica to help track, move to 7	Binders for all P/VP	track who binder has gone out to - added to data collect in general Suicide Binder Resource material added to public folders P/VP PD on Suicide protocols still needed		
3							
4							
5							

Driver #7: Decision Support Data System

Used to make decisions and continually improve implementation, information to assess effectiveness of intervention, celebrate success!

1. Who will collect, enter, and analyze data?
2. How will the data be shared (i.e., internally and externally?)

A	Description of Plan Components	B	Action Item	C	Responsibility for Execution	D	Deliverables	E	Target Completion Date	F	Implications (Risks, Issues, etc)	G	Agency/Network Level Communication (what, to who, when)
1	Data Collection	Jessica to support spreadsheet for tracking data	<ul style="list-style-type: none"> - Jessica (CAMH) and Candice to establish what will be collected and when - identify overall goal of becoming trauma informed - KRRYJSC Protocol and meeting strategic plan goals of the school board 	Jessica and Candice	create spreadsheets to track data TRACK: -newsletter distribution and questions on survey about effectiveness of newsletter info - Patrick Carney resource ? - resources sent out - professional development (presentations delivered) -work with CALM to identify measures to track staff sick time, student success, student suspension, etc. -add open ended questions to survey	Dec-16	long-term evaluation support, - data collection sustainability						
2													
3													

2	CAALM - Leadership Committee	Aligning provincial initiative SMHA with KPDSB, keeping CAALM informed of provincial work and mandates	frequently reviewing strategic plan and implementation plans		next CALM meeting - Feb 7, 2017		
3	SMHA	connect with Bruce Ferguson and send him revised version of Implementation Plan			Bruce viewed implementation plan in provincial coaching meeting and will have ongoing communication to ensure that provincial mandate an local work coincide FIX CELL		
4							
5							

Driver #9: Adaptive Leadership

Needed for “wicked” problems: messy, devious, and fight back when you try to “solve” them (Rittel & Webber, 1973), often needed to “champion change” at the beginning, lead open communication and consensus building internally and externally where there is little agreement on how to proceed

1. What do you anticipate as one of these “wicked problems”?
2. Who can this champion be in your organization (and sometimes outside as well)?
3. What information about the model do these leaders need?
4. What might be their main tasks given current changes?

A	B	C	D	E	F	G
Description of Plan Components	Action Item	Responsibility for Execution	Deliverables	Target Completion Date	Implications (Risks, Issues, etc)	Agency/Network Level Communication (what, to who, when)
1 align muliple departments within Board to collaborate around policy and procedure of both provincial and local madate of Mental Health Leads	ongoing converstaions between departments	Candice		ongoing	policy does not align with sustainability plan	involve CAALM for resolution to any issues that arise
2						
3						
4						
5						

9.02 A

Keewatin-Patricia District School Board

May 9, 2017

NOTICE OF MOTION

THAT the Board welcome our new Student Trustee for the year 2017-2018, Payton Zilkalns, who attends Dryden High School.

9.06 A

Keewatin-Patricia District School Board

May 9, 2017

NOTICE OF MOTION

THAT the Policy 210 Report, Expenses of Trustees and Appointed Members, be received.

Policy 210 Report

Policy 210, *Expenditures of Trustees & Appointed Members* contains the following provision:

- 9.2 An annual report on actual expenses incurred versus budget shall be presented to the Board and posted to the Board website following the approval of the annual financial statements of the Board.

The results for the fiscal year ended August 31, 2016 are shown below (in \$CDN). This report includes more than just those out-of-pocket expenses claimed for reimbursement by trustees. It includes all costs incurred to support the governance process including: board and committee (SEAC, NEAC, Audit, Capital Planning) meeting expenses; OPSBA membership; computers, office supplies, and Internet services for trustees; and advertising of board & committee meetings. Trustee honoraria expense is not included.

Item	2014-15 Expense	2015-16 Budget	2015-16 Expense	2015-16 Variance
Travel, Accommodation, Meals	20,022	24,340	22,578	1,762
Meetings	6,863	5,000	4,293	707
Professional Development	59,087	136,316	110,102	26,214
Equipment Costs	6,865	1,000	2,658	(1,658)
Telephone & Data Lines	7,547	15,000	8,556	6,444
Advertising	625	1,000	0	1,000
Miscellaneous	5,024	2,600	1,943	657
Total Expenses	106,032	185,256	150,130	35,126

Notes on Budget Variances:

Travel, Accommodation, and Meals were slightly higher than the prior year due to higher mileage claims.

Meeting expenses were lower in the current year due mainly to the provision of meals for board meetings being provided internally.

Professional Development was under budget. The increase in this budget line was due to the \$43,316 in Trustees' Association Fee to cover central bargaining. A corresponding grant was received to offset the expense.

Overall, total expenses of \$150,130 were below budget by \$35,126 or 20.0%.

9.07 A

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

May 9, 2017

NOTICE OF MOTION

THAT the KPDSB Administration and Business Report dated May 9, 2017 be received.

(document to be distributed at meeting)