

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING # 5

Tuesday, April 9, 2019
Time: 7:00 p.m.
Kenora Education Centre
Kenora, Ontario

Video & Teleconference Sites

Sioux North HS	109N
Red Lake DHS	235
Dryden High School	115

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
 - March 5, 2019 – Regular Board Meeting
 - March 26, 2019 – Special Board Meeting
7. Presentations/Delegations
8. Presentation of Reports and Accompanying Motions
 - Introduction of Guest Administration and Efficacy Representatives
- 8.01 Education
 - A. **Students Come First**
 - **Valleyview Entrepreneurship Program**
 - B. Student Trustee Update
 - C. Learning Technologies Strategic Plan Year #1 Update
- 8.02 Executive Committee
 - A. 2019-2024 Strategic Plan Update
- 8.03 O.P.S.B.A. Update
 - A. OPSBA Advocacy Day Update - Conference date: April 8th
- 8.04 Parent Involvement Committee (nil)
- 8.05 Operations (NIL)

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

- 8.06 Finance
 - A. Financial Software Transition Update – “Sparkrock”
- 8.07 Human Resources
 - A. Policy 710, Attendance Support
 - B. Policy 711, Workplace Violence
- 8.08 Special Education Advisory Committee
 - A. Committee Appointment
- 8.09 Indigenous Education Advisory Committee
- 8.10 Early Years Advisory Committee
- 9. Other Motions
- 10. Correspondence
- 11. New Business
- 12. Observer Comments
- 13. Next Meeting Date
 - May 14, 2019
 - Ignace School
 - Ignace, Ontario
- 14. Adjournment

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING #4

The minutes of Regular Board Meeting #4 of the Keewatin-Patricia District School Board held March 5, 2019 at the Dryden High School, Dryden, Ontario

Call to Order	The meeting was called to order at 7:05 p.m.				
Roll Call	E. Bortlis D. Head (vc) M. Guitard (vc) J. Kitowski (vc – RLDHS)	D. Cornish M. Duncalfe (vc) C. Marcino R. O'Donohue (tc)	R. Griffiths B. Gauthier G. Kleist (tc) D. Delescaille (vc)		
Absent with Regret	Nil				
Officials	Sean Monteith, Richard Findlay, Caryl Hron, Joan Kantola, Tania Sterling, and visiting school administration.				
Also Present	Media, Staff and interested public.				
Agenda	Moved by: Seconded by:	B. Gauthier R. Griffiths			
Motion	77-19	THAT the agenda for Regular Board Meeting of March 5, 2019 be amended be approved.			
	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	Nil				
Minutes	Moved by: Seconded by:	R. Griffiths B. Gauthier			
Motion	78-19	THAT the minutes of Regular Board Meeting held February 12, 2019 having been duly circulated be confirmed.			
	Non-binding (Student Trustee)	FOR 1	OPPOSED 0	CARRIED	
	Binding	FOR 11	OPPOSED 0	CARRIED	
Students Come First	Red Lake-Madsen Public School – Students and Staff <ul style="list-style-type: none">Enhancing Learning through STEM (Science/Technology/Engineering/Math) Principal: Deb Geary Teacher: Heather Bulawka Students: Sarah Grant / Paxton White / Jillian Campbell				
	Moved by: Seconded by:	B. Gauthier R. Griffiths			
Motion	79-19	THAT the Student Trustee verbal update be received.			
	Non-binding (Student Trustee)	FOR 1	OPPOSED 0	CARRIED	
	Binding	FOR 11	OPPOSED 0	CARRIED	

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

Moved by: B. Gauthier
Seconded by: R. Griffiths

Motion 80-19 THAT the verbal report on Policy 319, Substance Use by Students, be received.

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

Moved by: R. Griffiths
Seconded by: B. Gauthier

Motion 81-19 THAT Policy 319, Substance Use by Students, be reaffirmed with the next review date in year 2022.

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

Moved by: B. Gauthier
Seconded by: R. Griffiths

Motion 82-19 THAT the verbal report on Policy 322, Code of Conduct, be received.

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

Moved by: R. Griffiths
Seconded by: B. Gauthier

Motion 83-19 THAT Policy 322, Code of Conduct, be approved as amended with the next review date in year 2023.

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

Moved by: B. Gauthier
Seconded by: R. Griffiths

Motion 84-19 THAT the verbal report on Policy 203, Student Trustee of the Board, be received.

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

Moved by: R. Griffiths
Seconded by: E. Bortlis

Motion 85-19 THAT Policy 203, Student Trustee of the Board, be approved as amended with the next review date in year 2023.

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

Moved by: D. Cornish
Seconded by: B. Gauthier

Motion 86-19 THAT the verbal report on the proposal of the establishment of an Indigenous Student Trustee, subsequent to Policy 203, Student Trustee of the Board, be received.

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

Moved by: D. Cornish
Seconded by: B. Gauthier

Motion 87-19 THAT the Board direct Administration to explore and draft a guideline for the establishment of an Indigenous Student Trustee with a report to come back to the April 9, 2019 Regular Board Meeting.

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

Moved by: D. Cornish
Seconded by: B. Gauthier

Motion 88-19 THAT the OPSBA verbal update be received.

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

Moved by: D. Cornish
Seconded by: B. Gauthier

Motion 89-19 THAT the Ear Falls Public School Capital Project Tender be received.

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

Moved by: D. Cornish
Seconded by: B. Gauthier

Motion 90-19 THAT the contract for the Ear Falls Public School Capital Renovation Project be awarded to Finn Way General Contractor Inc. for the sum of \$6,450,000 (Six Million Four Hundred and Fifty Thousand Dollars and Zero Cents) plus applicable taxes, and the Administration be authorized to execute the contract.

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

Moved by: D. Cornish
Seconded by: B. Gauthier

Motion 91-19 THAT the Sioux Mountain Public School Roofing Contract Tender be received.

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

Moved by: B. Gauthier
Seconded by: R. Griffiths

Motion 92-19 THAT the contract for the Sioux Mountain Public School Roof Replacement Capital Project be awarded to Lakehead Roofing and Metal Cladding LTC., for the sum of \$1,100,000 (One Million, One Hundred Thousand Dollars and Zero Cents) plus applicable taxes, and the Administration be authorized to execute the contract.

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

Moved by: R. Griffiths
Seconded by: B. Gauthier

Motion 93-19 THAT the Beaver Brae Secondary School Capital Project Update be received.

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

Moved by: B. Gauthier
Seconded by: R. Griffiths

Motion 94-19 THAT the verbal report on Policy 607, Purchasing, be received.

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

Moved by: R. Griffiths
Seconded by: B. Gauthier

Motion 95-19 THAT Policy 607, Purchasing, be approved as amended with the next review date in year 2023.

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

Moved by: B. Gauthier
Seconded by: R. Griffiths

Motion 96-19 THAT the verbal report on Policy 703, Recognition of Employees, be received.

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

Moved by: R. Griffiths
Seconded by: B. Gauthier

Motion 97-19 THAT Policy 703, Recognition of Employees, be approved as amended with the next review date in year 2023.

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

Moved by: B. Gauthier
Seconded by: R. Griffiths

Motion 98-19 THAT the Special Education Advisory Committee verbal update be received.

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

New Business Nil

Observer Comments Nil

Adjournment Moved by: R. Griffiths
Seconded by: B. Gauthier

Motion **99-19** THAT the meeting adjourn at 8:04 p.m. to reconvene to Committee of the Whole in order to complete its agenda.

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

Chair

Secretary

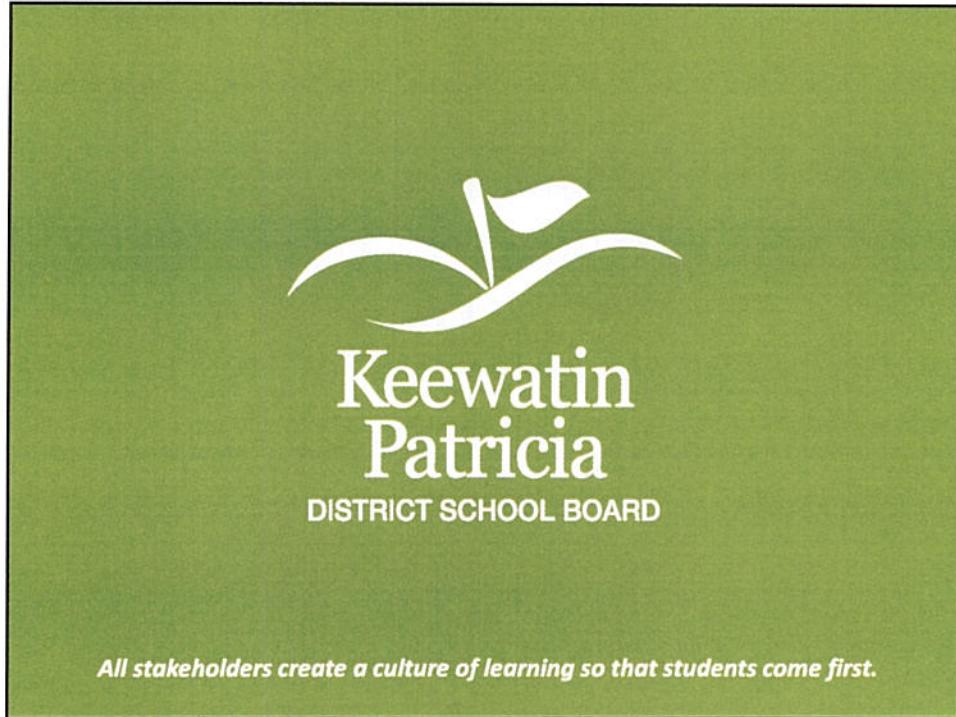
KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD SPECIAL BOARD MEETING

The minutes of the Special Board Meeting of the Keewatin-Patricia District School Board held March 26, 2019 via videoconference; lead site Ear Falls Public School, Ear Falls, Ontario.

Call to Order	The meeting was called to order at 8:06 p.m.				
Roll Call	G. Kleist M. Guitard (vc) E. Bortlis (vc-SMPS) J. Kitowski (vc)	R. Griffiths (vc) D. Cornish (EFPS) M. Duncalfe (tc)	D. Head (vc-SMPS) C. Marcino (vc) B. O'Donohue (tc)		
Absent with Regret	B. Gauthier				
Officials	Sean Monteith (EFPS), Richard Findlay (vc-KEC), Joan Kantola (vc-KEC), and recording secretary				
Agenda	Moved by: Seconded by:	J. Kitowski M. Guitard			
Motion	100-19	THAT the agenda for Special Board Meeting of March 26, 2019 be approved.			
	Binding	FOR 10	OPPOSED 0	CARRIED	
Conflict of Interest	Declaration of conflict of interest re proceedings on agenda			None	
	Moved by: Seconded by:	C. Marcino D. Cornish			
Motion	101-19	THAT the Beaver Brae Secondary School Capital Project Report be received.			
	Binding	FOR 10	OPPOSED 0	CARRIED	
BBSS Capital Project Report	Moved by: Seconded by:	B. O'Donohue D. Cornish			
Motion	102-19	THAT the contract for the Beaver Brae Secondary School – Capital Renovation Project be awarded to Marrbeck Construction Ltd., for the sum of \$5,629,000 (Five Million, Six Hundred Twenty-Nine Thousand Dollars and Zero Cents) plus applicable taxes and the Administration be authorized to execute the contract.			
	Binding	FOR 10	OPPOSED 0	CARRIED	
Adjournment	Moved by: Seconded by:	J. Kitowski C. Marcino			
Motion	103-19	THAT the meeting adjourn at 8:09 p.m.			
	Binding	FOR 10	OPPOSED 0	CARRIED	

Chair

Secretary



1



2



HEAD START IN BUSINESS

“Building Entrepreneurs, One Idea At A Time.”

Program Goal...

Create learning environments that expose students to entrepreneurship experiences.





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

3



Community Partners in KP Classrooms



Cierra Parkhill & Adele Delorme

LOWBIC

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4



“Head Start In Business has been a driving force in entrepreneurship awareness and initiation for the past 15 years. Over 20,000 youth have participated in our innovative and experiential programs making entrepreneurship more accessible and realistic as a viable career option.”

“School programming plants the seed of entrepreneurship and leadership among our young people and encourages students to be enthusiastic about their future.”

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Head Start in Business

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5



“Be a Business Bee”



Grades JK-2

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6



“Create a Business Logo”

Grade Three	Grade 4/5 FI
Unicorn Business	“Saved” Cat Shelter
Carmen Evens	Lauren Fagnilli
Sydney Francis	Kamryn Lava
(Mrs. Price)	(Mme. Hyslop)

Grades 3-6

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7



“Kids Invent Program”

Grade 6 program with Cierra Parkhill

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8



Next Steps

- Continue to work in partnership with Cierra Parkhill to further implement the “Head Start in Business” program.
- Tap into the BBSS academy options with the “Start Me Up” program.
- Help students build entrepreneurship skills to prepare them for the secondary school “Enterprise Olympics” program.

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9





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10

8.01 C

Keewatin-Patricia District School Board

April 9, 2019

NOTICE OF MOTION

THAT the Learning Technologies Strategic Plan Year-One Update be received.

2017-2020 KPDSB Learning Technologies Strategic Plan Update

Students and staff have benefited greatly from the commitment from Trustees to support the learning technology agenda in the Keewatin-Patricia District School Board. We are currently in the second year of the 3-year Learning Technologies Strategic Plan, which is aligned with the 2018-2019 Board Continuous Improvement Plan, particularly Priority Area #3. The plan is reviewed regularly to monitor implementation progress relating to the milestones and priorities that were set out in Fall 2017.

To achieve the goals identified in the plan, technology-enabled learning has been made available to students in all grades, Kindergarten through Grade 12. This year has seen the introduction of Chromebooks in primary grades. A total of 433 devices were purchased for use in Kindergarten through Grade 3. The touch screen component of these devices allows for easy interaction with a wide variety of learning materials, and for these devices to be used as a tablet or a laptop computer. To facilitate simpler access for our youngest learners, primary students have been provided with a QR code to log onto the device without the need to enter a password. In addition to accessing the computer, this single sign-on (SSO) process logs students into their Google Drive, as well as into the Brightspace learning environment. Installation of applications on Chromebooks is done purposefully so that they may be used to best meet student learning needs.

A key component in the implementation of learning technologies has been the G Suite set of educational tools from Google. This integrated set of learning tools has been made available to all students and staff. One of the best-subscribed components of G Suite is Google Classroom which allows access to learning anywhere, anytime. Since October 2018, KPDSB teachers have created 379 online classroom environments including over 15000 posts by teachers and 1400 posts by students. The ability for parents to subscribe to email updates, helps them to stay updated on their child's progress.

Leveraging technology to collaborate across and beyond our region is another key priority in the plan. Videoconferencing software, such as Google Hangouts, Connected North, or Skype enables teachers to bring experts from various fields into classrooms to support student learning. This has included making virtual connections to far away museums, zoos/aquariums, and, most recently, renowned primatologist Jane Goodall. These communication tools have also helped students to develop global connections with students in other provinces, countries, and even continents. Staff are also using digital tools to receive training, collaborate in virtual learning communities, and learn about important topics such as *Self-regulation & Technology*, *Digital Citizenship*, and *Responsible Social Media Use*.

Technology is also fostering creativity and critical problem solving skills across the board. Schools are planning more STEAM-focused learning opportunities through hands-on Makerspaces, computer coding and robotics. Integration of design technology - through the use of 3-D printers, computer-based design, coupled with a CNC lathe or plasma cutter - allows students to learn with industry-standard tools and helps prepare them for the regional labour market.

On-going professional learning is a key component of the plan. Learning Technology Champions have been identified in every elementary and secondary school to work with our central Technology Enhanced Learning teacher (TELT) to mobilize and support the purposeful integration of technology in teaching and learning. Ongoing professional learning is also supported through tools such as intranets (in-house websites) for school staff and administration, desktop videoconferencing, and recording of professional learning sessions, including an NTIP session with Michael Salvatori, Registrar of the Ontario College of Teachers.

We look forward to continued implementation of the Learning Technologies Strategic Plan, and to deepening students' learning through technology-enabled instruction. To follow and celebrate student learning across KPDSB, like or follow the board on Facebook or Twitter: @KPDSB_Schools #KPDSBpride

Respectfully submitted by,
Jason McDonald, Learning Technologies Administrator
Alexander McEachern, Technology-Enabled Learning and Teaching Contact



**Keewatin
Patricia**

DISTRICT SCHOOL BOARD

KPDSB Learning Technologies Update

April 9, 2019

Respectfully submitted by,
Alexander McEachern, Jason McDonald

2017-2020 Learning Technologies Strategic Plan

PRIORITY #1

Engaged, healthy, and successful students.

- Tech Attitudes & Use Surveys
- Digital Citizenship
- OSSLT / EQAO Readiness

- K12 Virtual Learning Environments
- Makerspaces
- Robotics
- Augmented Reality

PRIORITY #2

Engaged and supported staff.

- Staff Attitudes & Use Surveys
- EnCompass PD
- Digital Citizenship

- LT Champions
- PD for academic staff/non-academic staff using VLEs

PRIORITY #3

Culture of inclusion, innovation, and creativity in our schools and workplaces.

- Information Security
- KPDSB Firewall Protection
- Network Infrastructure Renewal
- Process Review

- Streamline Parent Communication
- Integration of applications
- Data Centre Refresh

[illegible]

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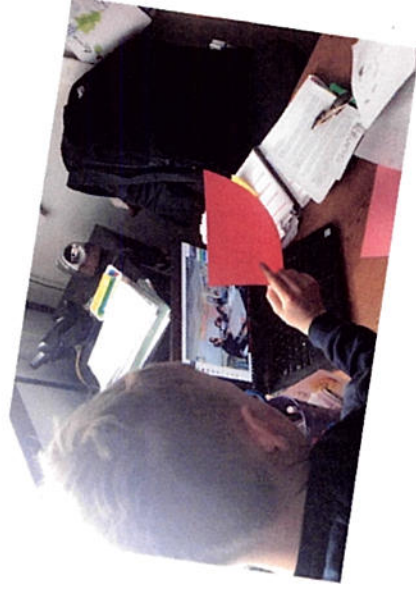
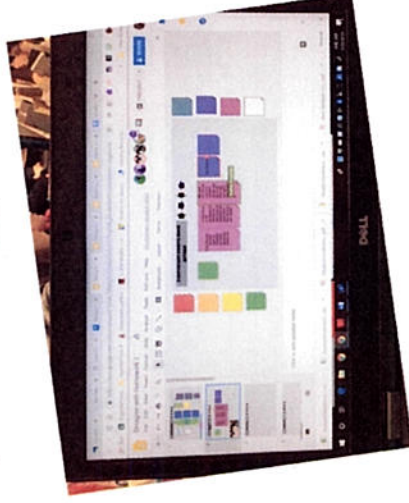
Where we are

- Commitment from the Board to support technology agenda
- Embedding BCIP Priority Area #3: Culture of inclusion, innovation, and creativity in our schools and workplaces
- Ongoing monitoring of 2017-2020 Learning Technologies Strategic Plan



G Suite (Google tools)

- Integrated tools
- Collaboration
- Google Classroom:
 - Close to 3000 classrooms
 - 379 created since October
 - 15000 posts by teachers
 - 1400 posts by students

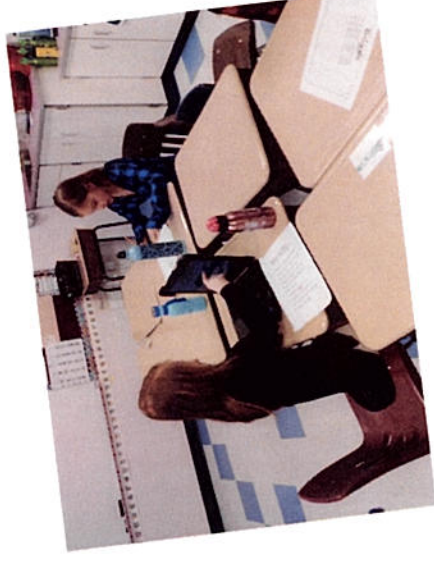


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Primary Chromebooks

- Touch screen
- Single sign-on (SSO)
- Purposeful selection of applications



Android App Request Form

Please use this form to request installation of additional Android apps on the primary fourth screen Chromebooks.
Please note in order to approve we are able to request for your email address will be collected with your request.
Your email address: jean.mcdonald@kpdsb.ca will be requested when you submit this form. *Not you?*

What is the name of the app and of the app developer? If possible, please include the URL of the page for that app in the Play Store at <https://play.google.com/store>

Form 2019-2020

Which grade(s) are the target audience?
☐ Kindergarten
☐ Grade 1

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Hands-on Learning

- Coding
- Makerspaces
- Robotics
- Design technology



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Brightspace Virtual Learning Environment/ConnectEd

- Blended, e-Learning and online
- Over 250 ministry created courses
- Portfolio tool
- Rubrics, Assignments, Discussion boards, Dropbox, Quizzes, Turnitin
- Linked to Google Drive



Colleen Hogan
@colleenhogan

Our AVI @Brightspace #portfolio board is ready to go. We co-created LG + SC this afternoon and will get into capturing tomorrow and hopefully daily from there!
#visiblelearning #selfassessment
#assessmentcapablelearners #KPDSBpride



brightspace
by D2L

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

Making connections

- Collaboration within school, Board
- Bringing experts into classrooms
- Global connections

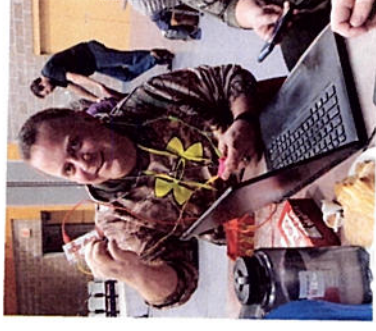


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Professional Learning

- Summer Institute
- Technology Champions
- Leveraging tools for collaboration (e.g., Twitter, Google Hangouts, Google Chat)
- Professional Learning Networks

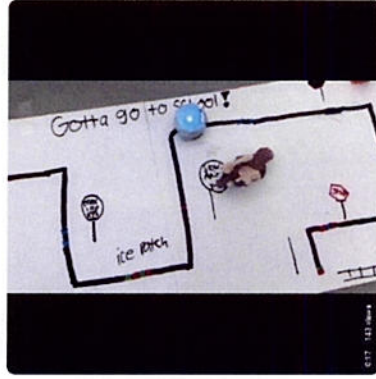


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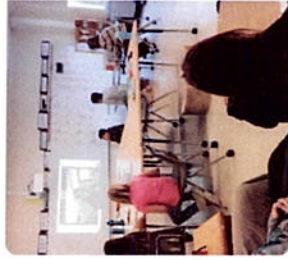
All stakeholders create a culture of learning so that students come first.



You know the students love school when the students code an Ozobot to go to school. Love how it stops at stop signs, spins out on the ice, slows down at animal crossing and does a happy dance when it arrives at school.
#Ozobots #Coding #STEM #KPDSPride



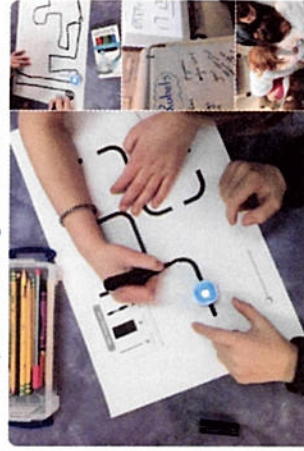
Building electromagnets with @SNEducators during our e-workshop today in grade 5/6! Love how technology gives students unlimited access to learning opportunities! #KPDSPride



Day 2 of using @Brightspace to document our @geniushour progress was a success! #KPDSPride #kpsbpbpl #kpsbgeniushour #kenora #middleschool #pin #ontarioteacher @LexMeecham @jason_mcd_ @MPRoom31



First @Ozobot coding lesson with our Bit robots! Students were thrilled! Lots of collaboration and problem-solving.
#KPDSPride #coding #Ozobot #STEAM



Another great learning session that @sioux_mountain students got through @AConnectedNorth. This time Ms. Daynard's grade 1 class got to virtually visit the @RoyalTyrrell in Drumheller, AB and learn about dinosaurs! #Connected #GlobalLearning #KPDSPride



Kindergarten students @sioux_mountain learn about states of matter from @mi_sci through @AConnectedNorth on Wednesday. Can you believe they sat for a whole hour? #studentengagement @KPDSP_Schools #KPDSPride



8:28 PM Mar 28, 2019 Twitter for iPhone



We spent the morning connecting through #GoogleMeet with one of our classmates who is in Africa! #connectED #transforming! #fslbeyond #fsl4all #kpsbpride #repswolves



Mme. Buckley's Grade 1 French Immersion "Be a Business Bee" Entrepreneurs" #KPDSPride



#KPDSPride

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8.02 A

Keewatin-Patricia District School Board

April 9, 2019

NOTICE OF MOTION

THAT the 2019-2024 Strategic Plan Update be received.

8.03 A

Keewatin-Patricia District School Board

April 9, 2019

NOTICE OF MOTION

THAT the OPSBA Advocacy Day verbal report be received.

8.06 A

Keewatin-Patricia District School Board

April 9, 2019

NOTICE OF MOTION

THAT the Financial Software Transition, SparkRock, Report, be received.

Financial Software Transition Update – “Sparkrock”

KPDSB has been using *Epicor* for our accounting and financial reporting since 2003. This system is now out of date and has major limitations that negatively impact the effectiveness and efficiency of our Finance Department. In order to update our financial software, we allocated \$400,000 to transition to new accounting software.

After assessing various accounting software programs and talking to other school boards about their financial software, it was determined that *Sparkrock* would be the best fit for our requirements. Accounting software isn't cheap: implementation costs are \$190,000; annual licensing fees and costs are \$119,000. To compare, Epicor fees were \$43,000 annually.

A contract was signed in July 2018 and implementation started in October 2018. Our Chart of Accounts structure has been reconfigured and all of our financial reporting processes are being streamlined. We will spend the next three months validating and testing to ensure accuracy and all functionality is working as it should so we don't end up with another *Phoenix* fiasco that the federal government is still paying for. We have not purchased the Human Resources and Payroll modules; our intent is to phase them in when our HR/Payroll contract expires in three years.

Our plan is to go live with *Sparkrock* on July 1, 2019, with board staff and 12 month employees utilizing it over the summer months. This will provide an opportunity to identify and rectify any deficiencies prior to school start up in September 2019. We will provide initial training to staff in May 2019 and offer a refresher in August 2019 prior to school start up.

The benefits provided by *Sparkrock* are many:

- It's cloud-based, meaning that we will not require our own Information Technology (IT) staff to support it;
- Financial reports will be much more timely and accurate, providing our end-users with the necessary financial information to make informed decisions;
- Electronic approval routing for invoice payments, purchase orders and expense claims, making our financial processes much more efficient and streamlined;
- Accessible from anywhere with internet;
- Software updates are installed online and do not require IT support.

Respectfully submitted by:

Richard Findlay, Superintendent of Business

Pam Ricklefs, Acting Finance Manager

Arlene Szesztopalow, Procurement, Payables and Acting Payroll Officer

Bryan Beal, Learning Technology Coordinator

Keewatin-Patricia District School Board

April 9, 2019

NOTICE OF MOTION

THAT the verbal report on Policy 710, Attendance Support, be received.

THAT Policy 710, Attendance Support, be reaffirmed with the next review date in year 2023.

Policy Statement

The Keewatin-Patricia District School Board believes that regular and consistent attendance by all employees is essential for the provision of high quality educational services for our students and is essential for the provision of a safe and healthy workplace. The Board sustains the health and well being of all its employees by promoting a positive, supportive environment whereby employees are offered assistance to support their regular attendance.

Rationale

The Board believes that both individual and organizational health are important factors affecting the ability of all employees to attend work and to contribute fully to its mission. The Board recognizes that to accomplish this goal requires diligence at all levels of the organization to actively promote and maintain high standards of employee performance and regular attendance at work and that a supportive approach to managing absenteeism is necessary.

Guidelines

This Attendance Support Policy will be comprised of Disability Management, Attendance and Wellness Programs. The Attendance Support Program is consistent with the Ontario Human Rights Code, the Workplace Safety and Insurance Act, Employment Standards Act and the Municipal Freedom of Information and Protection of Privacy Act.

The Board and the employees have basic responsibilities in this regard:

1.0 System Responsibilities

The Board is responsible for:

- 1.1 providing a safe and healthy work environment and promoting wellness among all employees;
- 1.2 providing modified/accommodated work to ill/disabled employees that is meaningful, productive and suitable to their disabilities and capabilities;
- 1.3 the fair and consistent treatment of employees;
- 1.4 maintaining communication with the supervisor and/or employee during periods of illness/disability;
- 1.5 providing supervisors with advice and assistance through Human Resources on the administration of the attendance management practice;
- 1.6 maintaining the confidentiality of medical records;
- 1.7 respecting all employees terms and conditions of employment;

2.0 Supervisor Responsibilities

The supervisor is responsible for:

- 2.1 promoting accident and disability prevention;
- 2.2 actively supporting pro-active programs that enable ill/disabled employees to remain at work;
- 2.3 maintaining regular communication with employees during periods of illness/disability;
- 2.4 the fair and consistent administration of the attendance support program.

3.0 Employee Responsibilities

All employees are expected to:

- 3.1 be at work and be on time;
- 3.2 be interested in their own health and well being;
- 3.3 work safely;
- 3.4 attend to personal affairs, appointments, and obligations outside working hours;
- 3.5 attend to medical appointments outside working hours where possible;
- 3.6 avoid allowing minor ailments and inconveniences to prevent attendance at work;
- 3.7 maintain regular contact with supervisor and/or Human Resources Personnel when absent from work.

Keewatin-Patricia District School Board

April 9, 2019

NOTICE OF MOTION

THAT the verbal report on Policy 711, Workplace Violence, be received.

THAT Policy 711, Workplace Violence, be reaffirmed with an annual review date.

Policy Statement

The Keewatin-Patricia District School Board recognizes that violence and threat of violence are a serious hazard to its employees and is committed to preventing and controlling such risks in its workplace. This includes situations where an employee may be exposed to domestic violence while at work. This policy applies to all Board employees and includes, but is not limited to, all visitors, contractors, vendors and delivery persons.

Rationale

As part of the internal responsibility system, individuals engaging in unsafe activity will be held accountable for their actions. This, together with Safe Schools legislation, means that violent and potentially violent activity will be investigated by the Board and will be acted upon in a manner that protects members of the school community in the workplace. Violent behavior which increases the risk of violence in the workplace will not be tolerated.

Definition

Workplace Violence

As defined by the Occupational Health and Safety Act, workplace violence is: the exercise or attempted exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker, or a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker. Workplace violence can include but is not limited to threatening behaviour, verbal or written threats, harassment, verbal abuse and physical attacks. This definition of workplace violence is broad enough to include acts that would constitute offences under Canada's Criminal Code.

Workplace

The workplace is any place where employees perform work or work-related duties or functions. Schools and school-related activities, such as extra-curricular activities and excursions, comprise the workplace, as do Board offices and facilities. Conferences and training sessions fall within the ambit of this policy.

Guidelines

1. There are expectations for all parties in the workplace:
 - (a) Managers and supervisors are responsible for ensuring that the workplace is safe and workers are protected from hazards. To this end they must, on behalf of the employer, ensure employees are familiar with the Workplace Violence and Harassment Program Procedure (OW-10). This includes recognizing and communicating to others where hazards related to violence may exist, immediately investigating incidents and establishing measures to prevent recurrences.
 - (b) Employees are responsible for reporting any hazard, which includes potentially violent circumstances of which he/she is aware. Employees are also responsible for cooperating in investigations and participating in associated training.

2. Domestic Violence

Any employee experiencing violence outside of the workplace (i.e. domestic violence) that may create a risk of danger to themselves or others in the workplace is encouraged to report such violence so that the Board can take reasonable preventive steps.

Workers who have information that they, or a fellow worker is subject to domestic violence that may expose them or their fellow workers to physical injury in the workplace have a responsibility to inform their immediate supervisor.

3. No Reprisal

This policy prohibits reprisals against employees who have made good faith complaints or provided information regarding a complaint or incident of workplace violence.

Keewatin-Patricia District School Board

April 9, 2019

NOTICE OF MOTION

THAT the Special Education Advisory Committee verbal report be received.

THAT the Special Education Advisory Committee Membership Report be received.

THAT the appointment of Ms. Pearl Alves, Member-at-Large in the Municipality of Upsala, to the Special Education Advisory Committee, be approved.

Pearl Alves

520 Gonyou Rd

Upsala, On P0T2Y0

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Feb 21, 2019

Dear Special Education Advisory Committee

I am a mother of three children my two boys currently attend at Upsala Public School, My oldest boy Gr 7 struggles with DCD (developmental co-ordination disorder) & ADHD he is grades behind his peers. My youngest son GR 3 has just begun testing and working with OT and Speech therapist. He is also grades behind his peers. My oldest daughter is doing very well in Gr 10 academics at Ignace High School.

So I have a very good understanding being a parent of special needs children watching their daily struggles to cope with everyday challenges. Not to mention the heart break of them knowing they are different from other students.

I would be honoured to represent my hometown school and be a part of the SEAC committee to learn more about special education programs and be a voice for Upsala School as you well know we are one of the smallest schools in KPDSB district.

Thank you for your consideration eager to join and learn more on special education with the SEAC committee.

Regards,

Pearl Alves