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David Thompson, Chair

Jackie Young, Director of Education

May 22, 2018 – Regular Board Meeting

Public Session – 6:00 p.m.
Near North District School Board
North Bay Board Room

Welcome and Call to Order:

Chair Thompson called the meeting to order at _____

In Camera Items:

That the Board move into Private Session at _____.

Adoption of the Agenda for Public Session meeting:

That the Board approve the Agenda as presented/amended for the Public Session meeting of May 22, 2018.

Attendance:

Declaration of Conflict of Interest:

Minutes from previous meetings of the Near North District School Board – enclosures:

That the Board approve the minutes as presented/amended for the meetings held:

- **April 24, 2018**
- **May 1, 2018**

Celebrating Near North District School Board Success:
Celebrating Collaborative and Innovative Approaches to Professional Learning - Profiling the Social Studies Virtual Symposium – Superintendent Bowness

Student Achievement and Well-Being:
West Ferris Intermediate Secondary School EQAO Results – Principal, Andy Gagne

Meeting Dates – June 2018

Committee Reports:

- Special Education Advisory Committee Meeting Minutes, April 19, 2018
- Committee of the Whole Meeting Minutes, April 18, 2018 (private and public)
- Committee of the Whole Meeting Minutes, May 1, 2018 (private and public)
- Committee of the Whole Meeting Minutes, May 15, 2018 (private and public)

Information/Discussion Items:

- Monthly Tender Report – April 13, 2018 – May 14, 2018
- OESC School Energy Coalition Status Report March 2018
- Suicide Risk Management Administrative Guideline
- Crisis Response Administrative Guideline

Question Period:

Presentations by Public:

OPSBA Report - Trustee Beam

Trustee Comments:

Director's Update – Director Jackie Young

Items for Decision:

EL#7 Financial Condition – enclosure

That the Board approve EL#7 Financial Condition as presented on May 22, 2018.

Special Education Plan – enclosure

That the Board approve the Special Education Plan 2017-18 as presented on May 22, 2018.

Notice of Motion:

Public Question Period:

Ratification of Business Transacted in Private Session:

That the Board ratify the following items from Private Session:

- **Property**
- **Legal**
- **Personnel**

Motion to Adjourn:

That the Board meeting of May 22, 2018 adjourn at _____p.m.



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David Thompson, Chair

Jackie Young, Director of Education

The April 24, 2018 **Public Session Meeting** of the Near North District School Board was held at 6:00 p.m. at the Head Office of the Near North District School Board, 963 Airport Road, North Bay, ON P1C 1A5.

Trustees Present:

David Thompson, Chair
Michelina Beam
Al Bottomley
Harry Fry
Paul Moffat
Louise Sargent
Marcus Hlady – Student Trustee

Administrative Staff Present:

Liz Therrien, Superintendent of Business
Roslyn Bowness, Superintendent of Schools
Gay Smylie, Acting Executive Officer

Trustees Present in Parry Sound:

Jim Beatty, Vice Chair
Corine Green
Carol Stevens

Administrative Staff Present in Parry Sound:

Jackie Young, Director of Education

Administrative Staff Present in Almaguin:

Craig Myles, Superintendent of Student Services

Trustee Regrets:

Administrative Regrets:

Amanda Meighan, Acting Superintendent of Support Services
Melanie Gray, Acting Executive Officer

Public (North Bay)

No sign-ins, but approx. 20 members of the public and media

Public (Parry Sound)

Glen Hodgson OSSTF

Public (Almaguin)

Judith Arai ETFO

Minutes of the Public Session Board Meeting of the Near North District School Board held April 24, 2018

Call to Order

Chair Thompson called the meeting to order at 5:00 p.m.

Attendance

Attendance indicated that 9 Trustees plus the Student Trustee were present for this meeting.

Approval of the Agenda

18-04-06 Moved by Harry Fry, seconded by Al Bottomley
That the Board approve the agenda as amended for the Public Session meeting of April 24, 2018.

CARRIED

Agenda was amended to include the following:

1. Information item – Response letter to Village of Burk’s Falls – enclosure
2. Information item – Out of Zone Admin Guideline, moved from items for decision – enclosure
3. Item for decision – Trustee Initiative Fund application letters – enclosure (1 of 2)

Conflict of Interest

None declared.

Minutes from Previous Meetings of Near North District School Board

18-04-07 Moved by Michelina Beam, seconded by Harry Fry
That the Board approve the minutes as amended for the meetings held:
• **March 27, 2018 Regular Board Meeting**

CARRIED

Celebrating Near North District School Board Success:

Virtual Learning Platform – Justin Hawn

Justin Hawn and Chris Phillips are the Board LMS contacts presenting on the Board’s new virtual learning environment (VLE). In 2016 the ministry resigned a multi-year contract with D2L to provide the Learning Management System (LMS) platform with added enhancements from their last contract.

LMS is a ministry provided platform the system is safe and secure, so there are no privacy concerns. Used for e-learning courses. Approximately 10-12 e-learning classes run each semester. Teachers also use LMS as a class website to benefit digital learning with students. There are currently over 6000 users registered on LMS in our Board.

LMS has Dropbox features, assessment tools for teachers, a parent portal, feedback options, access to additional resources like Office 365 and the platform is desktop, iPad and iPhone compatible. Teachers and students can collaborate. There are complete courses for teachers that can be modified as they need. Also, teachers are able to upload their own content to the platform.

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Homework help, an app within LMS, connects grade 7 to 10 students online with Ontario certified math teachers afterhours through the platform with no need for additional log-ins. The Portfolio tool allows students to capture evidence of their learning. Brightspace for parents will allow parents to customize their view, see their child's completed work from this year or previous years as well as due dates for projects. Coming soon, still in roll out phase.

LMS allows students to stay connected during extended absences from school. All they need is wifi and computer.

Trustee Green asked how LMS is different from Edsby that is used in Parry Sound. They are fairly similar, but there are some differences. There is a grade book in LMS and ministry content course packages can be housed in LMS, but not Edsby.

Trustee Beatty asked if there is any data to indicate what percentage of (rural) students have difficulty accessing LMS at home, or out of the school. Glenn Morrison, Manager of IT replied that the Board does not have stats about homes that do not have internet, or wifi and therefore are unable to access platform away from school.

Trustee Beatty asked about learning trends 5 years from now. Do you see design changes in schools to incorporate more digital learning? Chris answered with a tool like LMS it allows students to take advantage of the internet infrastructure in schools to use video features instead of just written work. Teachers are able to provide video notes with assignments so students can see examples to get higher marks. He is excited to see technology headed that way and the infrastructure to support it.

Trustee Fry asked about the bandwidth available at schools in our Board, and if there are schools that are less connected? Manager of IT replied that some rural schools are not as well connected, but every school has at least 1Mb/s of bandwidth per student.

Trustee Fry also asked about the use of online tutoring. Is that being well used? We have had amazing uptake with homework help in our Board. Approx. 3300 visits to tutors by approx. 600 grade 7-10 students using service on multiple occasions. Exit surveys with students have been 100% positive and students find it very helpful. Number are up from last year with only 1800 visits.

Trustee Fry questioned why tutoring stops at grade 10. The reason is because of lack of availability for tutors over the grade 10 level. Needed teachers with senior math qualifications, and it is difficult to find enough to meet the demand.

Trustee Sargent asked if we had teachers from our system tutoring on this platform. The majority of tutors are from the GTA, but we have 6+ teachers in our system currently tutoring, and dozens more have asked about options for applying.

She also asked if LMS is being used for snow days. Teachers are currently using the platform for that purpose and posting info online so students can work from home. For students without internet access at home the platform offers the option to download work to a device to access info offline at home.

Trustee Bottomley asked about how a teacher could apply to be a tutor. They could visit the Homework Help website at <https://homeworkhelp.ilc.org/> or contact Chris Phillips.

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Trustee Fry asked who funds this platform, and have they thought about reaching out to university TA's for assisting with math tutoring higher grades? The ministry funds the project. The tutoring requirement needs to be a qualified certified teacher. The service is constantly evolving with voice options, and could in time address the issue with senior teachers for tutoring.

Student Achievement and Well Being:

Ontario Minister of Education's 2018-2019 Student Advisory Council – Madison Mattias

Madison Mattias, a West Ferris Intermediate and Secondary School student, has been selected to serve as a member of the Ontario Minister of Education's 2018-2019 Student Advisory Council.

Madison explained how and why she applied, gave an overview of her first meeting and her plans to build awareness on cultural, social and geographic diversity, bring knowledge about Indigenous People and share her experiences attending a Provincial School vs a Band Funded School.

Trustee Green offered congratulations and asked if there anything Madison would like to share about the differences between attending a band school and public school. She will bring forward information on that topic at a later date.

Trustee Beatty asked about her views around geographic diversity. Madison replied that she would like to get the knowledge in to school system around where First Nations people came from and where they stand now.

Trustee Beam asked how her first meeting was. She replied she was nervous, but she was pushed out of her comfort zone and it was good experience.

Trustee Sargent asked about her role within the school. She is trying to interact with other First Nation students and get them to participate next year.

Trustee Stevens offered her congratulations, wished her well on her journey.

Chair Thompson also congratulated Madison, and looks forward to her returning in the fall to give an update on everything she has learned.

Meeting Dates: May 2018

- Trustee Workshop – May 5, 2018 cancelled
- Committee of the Whole – May 8, 2018 amended to May 1st and possibly special board meeting.
- Committee of the Whole – May 15, 2018
- Special Education Advisory Committee Meeting – May 17, 2018
- Regular Board Meeting – May 22, 2018
- Committee of the Whole – May 29, 2018
- Superintendent Therrien will schedule a budget workshop separately.
- Trustee Beatty will establish a JK-12 meeting date later this week and email trustees

Minutes of the Public Session Board Meeting of the Near North District School Board held April 24, 2018

Committee Reports:

- Special Education Advisory Committee Meeting Minutes, March 22, 2018
- First Nations Advisory Committee Meeting Minutes, March 19, 2018
- Committee of the Whole Meeting Minutes, February 21, 2018 (private and public)
- Committee of the Whole Meeting Minutes, March 19, 2018 (private and public)
- Committee of the Whole Meeting Minutes, April 10, 2018 (private and public)

Information/Discussion Items:

- Monthly Tender Report – March 19, 2018 – April 13, 2018
- Bluewater District School Board letter to Minister of Education Re: Future Technologies – enclosure
- Letter to Village of Burk’s Falls Re: Ontario Regulation 444/98, s. 1 (3)
- Near North District School Board Policy for Municipal and School Board Election Campaign – enclosure
- Out of Zone School Attendance Administrative Guideline – enclosure

Presentations by Public: Karen Matthews

“Good evening. I know this is not the standard operating procedure for presentations at Board Meetings, however my request to present - though forwarded to the Chair on Friday - went unanswered, so I am taking this opportunity to speak to you about my concerns. I will be speaking to this evening’s Agenda Package enclosure item of “Background information” under ‘Near North District School Board Election Campaign’.

In ‘Background information’ it states, “Trustees play an important role as they are the only publicly elected official with the direct responsibility for the education of our children. The Near North District School Board actively promotes and supports the role of the local democratically elected trustee”.

As taken from the Ministry of Education’s website, *Under the law, only the elected board has the power to make decisions. Trustees do not have individual authority, but do have an important role to play as members of the board, including:*

- *working in partnership with school councils;*
- *explaining the policies and decisions of the board to community residents; and*
- *supporting and encouraging public education.*

“Trustees do not have individual authority.”

Let me remind some of those in attendance that during the September meeting at which the 3:2 motion was passed and during which Trustee Beam spent more than five minutes indicating her displeasure with community members who fought hard - and with great knowledge about the subject matter - to stop the super school from becoming a reality, Trustee Moffat said that had he known he could speak to the matter, he would have prepared a statement as well. The Chair’s response - that Trustee Moffat

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knows how it works and could have made a statement - lacked respect and did not speak to the Board's oft-mentioned transparency. This was not the Chair acting as part of a group, but in his own interest.

At the February Board meeting, Trustee Moffat was so concerned about one of the ongoing issues within the Board and the District that he called - while out of the country, and on vacation - and asked to speak to those assembled. He very clearly spoke of his concern that the closure and consolidation of the 3:2 plan of closing Widdifield and diverting those students to Chippewa and West Ferris was/is moving too quickly and suggested it be slowed down - paused - until all of the information could be gathered. The relief in the room from members of the community was palpable; someone was finally speaking up and representing constituents, as elected Trustees are meant to. That Trustee Moffat was concerned enough to go against the grain and speak out in this type of forum, knowing full well the response of some of his peers, was admirable. When Trustee Moffat was done speaking at the February Board meeting, the Chair was asked if a motion would be made to pause the process until more information - specifically costing for all potential scenarios - could be collected and his answer, once again, was that Trustee Moffat knows how it works and he hadn't tabled a motion. This was not the Chair acting as part of a group, but in his own interest.

While they do not have individual authority, if 1/9 of the Trustees thinks something needs further gathering of information before proceeding, the Board in its entirety should discuss. It is not up to the Chair to make the determinations that he does, but up to the Board to discuss and vote on issues/items if need be. Decisions are not up to the Chair and one or two Trustees, they are not up to the Chair and the Director of Education, decisions are up to the Board as an entity and if one person who is part of the whole has reservations, they should all step back and reflect, while holding themselves to the highest possible standard of being fiscally responsible and as democratically elected individuals who have been charged with supporting public education.

I would like to close with a few words about the topic of transparency and the bullet about "explaining the policies and decisions of the board to community residents" by noting that much of the Director's Update from the March Board meeting that is listed in the Minutes enclosure of tonight's agenda package is different from the update that she made/read at the meeting - whole paragraphs are missing from one and/or added to the other. There was no mention of a 1.5 million dollar loss annually by keeping schools open, there was no mention of making parents pay transportation fees, there was no mention of having parents send their kids to school on public transit. How can we trust that Trustees are accurately explaining the policies and decisions of the Board to community residents when the Director, who reports to them, adds or removes part of her presentation before it is released to the public in the meeting minutes? This is not transparent. Worse, it's not very honest.

There is an election in October of this year and beginning May 1st, candidates can toss their hats into the ring. Being a trustee is not an easy job - nobody thinks it is. It is a job that takes time from one's family and personal life, and a job that leaves one open to public criticism. There is the old adage that if you aren't part of the solution, you're part of the problem. It is not our desire to be part of the problem and so we are, and have been, offering solutions.

Thank you."

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Question Period:

- Question about the Director's Report details and update on transition process
 - There are cost associated that need to remain confidential, but there will be information on the 3:2 consolidation provided on the website.
- Question about possibility of portables at Chippewa once Widdifield closes.
 - Director Young will answer question directly.
- Question about bussing routes and transportation times
 - New bus routes have not been established for 2018/19 school year

OPSBA Reports – Trustee Michelina Beam

Board of Director's meeting last weekend. March 26 ministry released B memo for student needs. On website.

OPSBA audit statements were approved. Received budget update and passed with 0% increase to membership fees.

Indigenous report, education service agreements and truth and reconciliation ongoing. Communications since last report child youth summit.

Initiated an education day – idea to have one day where all boards work to get provincial candidates to talk about specifics. Last one was in 2014. Would like to have again this year – hopefully May 23rd week. Material will come from OPSBA, and Trustee Beam will edit for local concerns.

Ontario regulation 246/18 code of conduct. This regulation will require all board to have a code of conduct by September 2019.

An ad hoc committee was created to improve relationships with student trustees. Passed pilot. Next year will reach out with student trustees and their work in their regions. Not an actual position on Board of directors, but aim to have student trustees on committees that present to Board.

Small boards and boards with declining enrolment – looking at executive representative, or portfolio where small board issues (under 25k enrolment) stay at the front of the issue

Trustee Comments:

Student Trustee Marcus Hlady:

- Student senates are beginning process of choosing new student representatives. Schools are currently picking student councils and elections for next year.

Trustee Sargent:

- FNAC and SEAC presentations were impressive.
- Judging essays for Turning Point again this year. Looking forward to winner reading at Nipissing University May 8th. If anyone interested in attending email Louise.
- Flag raising April 30 at City Hall. More info email Louise.
- Looking forward to international dinner at Widdifield on May 23rd
- Thanks all who have called and emailed with concerns.

Trustee Moffat:

- Referred to minutes last month and the Director's update. Observations were not fair to board. Theme was moving aggressively, but the report was not quick. She (the Director) should have

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asked the whole board if there were any questions. She knew the expectations. There is a confidential report, and hopes we can move forward with business plan this fall and we will have a better consideration early 2019.

Trustee Fry:

- FNAC and SEAC impressive the degree of dedication of those groups.
- Turning point: attended last year. The essays are impressive and from the heart.
- Attended one evening of National Theater School Drama Festival. Watched three plays and the adjudication. The talent and work across the board is incredible.
- Attended Ferris Glenn SAC. Amazed at that progressive group of parents.

Trustee Stevens:

- Commended new Indigenous Coach, Lynn Ryder, for opportunities to our indigenous students and their education.

Trustee Green:

- Parry Sound High School band is going to Halifax competing at Eastern Canada Regional Music Festival. Thanks to band leaders for making it happen.
- SAC at Parry Sound High School working with mental health issues and risky business/drug issues presentation May 2 at 6:30 p.m.
- French Club fundraiser and culinary students 3 course dinner for 25\$
- Art festival in Parry Sound May 3rd

Trustee Beatty:

- Thanks the board success and student achievement presentations. Good to see the good things happening in the board and they should be congratulated.

Trustee Bottomley:

- Almaguin Highlands drama teacher, Alison Green, worked magic with her kids. Presented Halifax explosion play. Students did the research and wrote the play.
- Almaguin music program was in competition also.
- Special needs Olympians have been asked if they are interested in applying for special Olympics.
- Asked for graduation list for all schools in the attempt to plan future meetings.
- Wifi connection in South River is iffy. There are some off grid families. How do we approach these children so they are not at a disadvantage to other students? Others in area on dial up. Need to look at possibilities to overcome this issue. Need to lobby government about getting better rural internet services.

Trustee Beam:

- Arts in schools – district and regional drama festivals. Congrats to Widdifield and West Ferris for moving to provincials in Cambridge.
- Almaguin production, Halifax explosion, students were recognized with award for research and writing.
- Almaguin received a \$10,000 Music Counts Grant and that's a result of the teacher's hard work.
- Chippewa dance completion at Capital Centre.

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- Thank you to teachers for all your work with students and taking them on trips.

Chair Thompson:

- Best wishes to FIRST Team 1305 headed to Detroit for FIRST Championships.

ACTION ITEM: List of graduation dates will be compiled by recording secretary and emailed to Senior Team and Trustees.

Director's Update – Director Jackie Young

Four of our schools and local plays advanced to the regionals of the National Theatre School Drama Festival April 19-21 at West Ferris Secondary School.

The West Ferris SS production of *Of Mice and Men*, Almaguin Highland Secondary School's production of *Halifax: 1917*, and Widdifield's *Exorcizing Restraint* were chosen at the District National Theatre School Drama Festival at West Ferris. We will also post the names of those recipients who won awards at this level. In moving on the provincials - Widdifield Secondary School with the production of *Exorcizing Restraint* and West Ferris Secondary School with the production *Of Mice and Men*. Both awarded Outstanding Productions for their work. Ontario Drama Festival is being held in Cambridge Ontario May 9 - 12. 2018

Things are quite busy at Sundridge! During the month of March the school had a school-wide focus on Acceptance. They had a series of lunch-time guest speakers from the community who shared their experiences and struggles. Guy Tran shared his journey from being a young refugee from Vietnam to becoming a restaurant owner and "Chopped Canada" winner. The Mayor, Lyle Hall, shared his experiences raising a daughter with Autism. Many other guests shared their own personal stories and struggles. The students voluntarily attended these weekly lunch-time chats and shared many thoughtful questions and comments. Their recent Grade 5-8 School dance raised \$250.00 to support their Almaguin Special Olympians who are headed to the nationals in Nova Scotia this summer. On April 12th the Sundridge Parent Council hosted a Family Wellness Night in the School Gym. Exhibitors and presenters from the local area shared ideas and information with a focus on improving physical and mental health of families. Yoga and fitness demonstrations were planned, mindfulness breaks taken, a smoothie station set up, and some talks about dealing with stress and anxiety were attended. Our community partners include Sue Lessard (NNDSB Mental Health Lead), the North Bay-Parry Sound Health Unit, Women's Own Resource Centre, among many others. And finally the Sundridge Centennial Chess Club took part in the 2nd Annual East Parry Sound Chess Tournament held in Burks Falls on April 12th. Chess players in Grades 4-8 from schools across our region had a fun day of chess and friendship.

Alliance and Sunset have been involved in a very exciting project with the Ministry. Currently, there are no videos on Edugains that reflect French Immersion classrooms, so the schools have been working on exploring and implementing specific strategies to increase French language in second-language learning classrooms (ELK Immersion specifically). Strategies include things like: using many ways to describe something without actually saying the word (circumlocution), using gestures, staff only speaking in French to each other, encouraging students to ask their friends ("other experts"), etc. Each school has 2 ELK teams that were involved in the project, with filming at both schools to film students in action as teaching teams used the strategies, and to film the teachers talking about the project, and the effect using specific strategies has had on increasing French language in the classroom. Sometime

Minutes of the Public Session Board Meeting of the Near North District School Board held April 24, 2018

in the fall, a series of videos will be posted on Edugains that reflects the work of the Sunset and Alliance staff. This is great news and a feather in the cap for the Board!

From EW Norman - they were one of very few schools who received a visit from EQAO representatives because our Grade 3 math scores have improved every year for the past 5 years! EQAO representatives came to our school (and West Ferris) to talk to staff and Principal Nychuk, who stated, we have been part of the renewed math strategy for the past few years. We tailor our goals based upon current student data every year and base our Collaborative Inquiries on this data. And a shout out to West Ferris on their visit from EQAO representatives also. Here are some bullets on the EQAO Research project:

Ruth Baumann of Directions Evidence and Policy Research Group was the lead for the site visit. Secondary schools were identified by their overall performance on the Grade 9 Applied EQAO assessments over a 4 year period. Based on their research and data, and the EQAO current method of evaluation, WFISS was the second most improved school in the province in applied mathematics. However, the research team has utilized a new method of evaluation. This will look at the weighted mean, not just the current process of attaining Level 3/4, the provincial standard. Based on the new method, which draws attention to Level 1 and 2 improvement as well as Level 3/4 attainment, there are only 17 schools in the province that have significant improvement. WFISS is the single most improved school in applied mathematics in the entire province based on the new research evaluation method with considerable distance from others schools. We moved from a weighted average of 1.5 to 2.89. We reported to the research team on a number of reasons that the WFISS team feels we have had success. This includes school/system teams working together, collective teacher efficacy, multiple diagnostics, in-school cross panel work, relevancy of math to real world activities, and Dr. Dweck's work on Growth Mind Set.

Posting on website dates of meetings for 3:2 transition planning as soon as possible. All dates that are included will be on the website, and we will update monthly if not every two weeks. No Communication Officer, so bear with us.

Director Young asked to have questions sent to her, and she will reply appropriately.

Items for Decision:

EL#7 Financial Condition – Enclosure

18-04-08 Moved by Harry Fry, seconded by Louise Sargent
That the Board approve EL#7 Financial Condition as presented on April 24, 2018.

CARRIED

Trustee Initiative Fund Applications Approval – enclosure

18-04-09 Moved by Louise Sargent, Seconded by Al Bottomley
That the Board approve the funding requests from Team 1305 and Festival of Sound from the Trustee Initiative Fund.

CARRIED

Minutes of the Public Session Board Meeting of the Near North District School Board held April 24, 2018

Additional Question Period:

- Question about number of students changing Boards due to Widdifield closure.
 - Enrolment report will not be finalized until October 31, 2018.
- Question about Core French being moved.
 - Moving Core French addresses the French Immersion needs in West Ferris
- Question about ministry's moratorium on school closures.
 - Our ARC was completed before the moratorium was set in place.
- Question was asked about traffic study for Chippewa area.
 - There is currently a traffic study underway.
- Question about Q&A specifics when the Director spoke with Widdifield students.
 - The Director will answer this question directly once she reviews the specific question (#9) being referred to. She would like to make sure that everyone understands in moving forward we are addressing student needs.
- Question about the Director's Report details discussed in private session.
 - There are cost associated that need to remain confidential, but there will be information on the 3:2 consolidation provided on the website.
- Question about pausing the consolidation until costs are figured out.
 - The costs are a moving target, and information is being updated on a daily basis.

Notice of Motion:

Ratification of Business Transacted in Private Session

18-04-10 Moved by Michelina Beam, seconded by Al Bottomley

That the Board ratify the following items from Private Session:

- **Property**
- **Personnel**

CARRIED

Motion to Adjourn

18-04-11 Moved by Al Bottomley, seconded by Michelina Beam

That the Board meeting of April 24, 2018 adjourn at 7:35 p.m.

CARRIED

David Thompson
Chair

Jackie Young
Director of Education



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David Thompson, Chair

Jackie Young, Director of Education

The May 1, 2018 **Public Session Special Board Meeting** of the Near North District School Board was held at 6:00 p.m. at the Head Office of the Near North District School Board, 963 Airport Road, North Bay, ON PIC 1A5.

Trustees Present:

David Thompson, Chair
Michelina Beam
Al Bottomley
Paul Moffat
Louise Sargent

Administrative Staff Present:

Jackie Young, Director of Education
Rebecca Pape, Administrative Assistant

Trustees Present in Parry Sound:

Corine Green
Carol Stevens

Administrative Staff Present in Parry Sound:

Administrative Staff Present in Almaguin:

Administrative Regrets:

Amanda Meighan, Acting Superintendent of Support Services
Liz Therrien, Superintendent of Business
Roslyn Bowness, Superintendent of Schools
Gay Smylie, Acting Executive Officer
Melanie Gray, Acting Executive Officer
Craig Myles, Superintendent of Student Services

Trustee Regrets:

Jim Beatty, Vice Chair
Harry Fry

Public (North Bay)

Public (Parry Sound)

Public (Almaguin)

Minutes of the Public Session Board Meeting of the Near North District School Board held May 1, 2018

Call to Order

Chair Thompson called the meeting to order at 5:25 p.m.

Attendance

Attendance indicated that 7 Trustees were present for this meeting.

Approval of the Agenda

18-05-01 Moved by Al Bottomley, seconded by Michelina Beam

That the Board approve the agenda as amended for the Public Session meeting of May 1, 2018.

CARRIED

Ratification of Business Transacted in Private Session

18-05-05 Moved by Michelina Beam, seconded by Al Bottomley

That the Board ratify the following items from Private Session:

- **Personnel**

CARRIED

Motion to Adjourn

18-05-06 Moved by Al Bottomley, seconded by Michelina Beam

That the Board meeting of May 1, 2018 adjourn at 5:30 p.m.

CARRIED

David Thompson
Chair

Jackie Young
Director of Education

June

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	1	2
3	4	5 Committee of the Whole – 5 p.m.	6	7	8	9
10	11	12	13	14	15	16
17	18	19 Audit Committee Meeting – 5:00 p.m.	20	21	22	23
24	25	26 Regular Board Meeting – 6 p.m.	27	28	29	30

1. Call to Order – 1:15 pm

2. Attendance:

<i>North Bay</i>	<i>South River</i>	<i>Parry Sound</i>
Louise Sargent Kim Gignac Susan Wilson Roslyn Bowness Barb Laverock Lisa Paradis Renee Restoule Alan Bottomley Harry Fry Jarah Coolidge Linda Sarginson Tammy Allan Laurie Forth		

Regrets: Carol Stevens, Teryn Booth, Sharon Walker, Wayde Smith

3. Approval of Agenda:

April 19, 2018

- Moved – Louise Sargent*
- Seconded – Barb Laverock*
- Carried. No Conflict of interest*

4. Approval of Minutes:

March 22, 2018

- Moved – Barb Laverock*
- Seconded – Alan Bottomley*
- Carried.*

5. Business Arising from the Minutes	
Financial Update and Budget Discussion	Action
<ul style="list-style-type: none"> • Liz Therrien, Superintendent of Business spoke to the group. • On March 26th, information on the grants for student need were released and are available on the Ministry's website. • Boards were told that the technical paper and access to EFIS would not be available until the end of April. • The Ministry is investing over 300 million in special education over the next three years. • 20 million in EPO funding is to help with wait lists for assessments (application based) and 52 million through the GSN is for multi-disciplinary teams and other staffing resources. Details will be provided at a later date. 	

- ABA Training funding is now rolled into the annual GSN.
- LOG- Learning opportunity grant was discussed and how immigration as a weighted factor within the LOG Grant doesn't affect Northern Boards as much as Southern Boards.
- Funding will be received for mental health workers to support secondary schools but full details on this are to follow.
- PLA – Program leadership allocation; taking 6 leads and enveloping them together.
- Rural and Northern Education funding will continue into the 2018-19 school year.
- Well-being, safe schools and mental health funding is confirmed for next year.
- SEAC priorities were brought forward at the last budget workshop.
- Special education staffing levels have been maintained for next year but will be subject to the Board of Trustees approving the 2018-2019 Budget.

Presentation Job Path – Community Living

- Mackenzie Parcels from Community Living North Bay spoke to the group about the employment first project.
- The employment first project is an initiative made up of 7 community living agencies.
- The initiative aims to align people with intellectual disabilities with employment opportunities with local service providers.
- Employment model; jobPath, Summer employment transitions and employment supports.
- Volunteering is an integral part of jobPath and helps open different employment opportunities with local businesses.
- Community bus training is part of this process.
- Employment supports; jobPath, summer employment transitions, graduation, supported employment to enter the workforce and long-term employment supports.
- Funding is from a 2-year employment modernization grant.

Book Review – Special Education in Ontario

- Part D
- IPRC's are starting to take place.
- A formal committee comprised of 3 staff meet to discuss student identification and placement.
- Parents must be invited and/or the student who is 16 years.
- Strengths and needs of the student are discussed.
- IPRC meetings occur once a year.
- Five categories of exceptionalities; behavioural, communicational, intellectual, physical and multiple.
- Five possible placements; regular class with indirect support, regular class with resource assistance, regular

<p>class with withdrawal assistance, special education class with partial integration and special education full time.</p> <ul style="list-style-type: none"> • This is a legal document. • Resources and forms available on the staff portal. <p>Terms of reference</p> <ul style="list-style-type: none"> • Guiding principles will be moved to the beginning. • In between meetings items for new business/business arising need to be submitted to the Chair in writing. • New business/business arising at the meeting needs to be brought forward at the beginning. The agenda will be amended with committee approval. • Will be reviewed bi-annually. <p>Moved: Alan Bottomley Seconded: Barb Laverock</p>	
Standing Items	
<p>Capital Planning and Accommodation Updates</p> <ul style="list-style-type: none"> • Administration has provided a detailed report to trustees. • Working on the Parry Sound build. 	
<p>Special Education Report</p> <ul style="list-style-type: none"> • In the SEAC package <p>Chair report</p> <ul style="list-style-type: none"> • In the SEAC package <p>Details on the regional LDAO sessions will be out shortly.</p>	
<p>New Business</p> <ul style="list-style-type: none"> • 	Action
<p>Correspondence</p> <ul style="list-style-type: none"> • 	Action
<p>Items for next Agenda</p> <p>SEAC effectiveness and evaluation survey Special Education Plan Book Review Tour of school – Land of Lakes</p> <p>Standing Items:</p> <ol style="list-style-type: none"> 1. Correspondence received requiring action 2. Capital Plan and Accommodation Review 3. Special Education Plan 4. Special Education Budget 5. Question period 	Action

Next meeting date: May 17, 2018

Adjourned: 3:16pm

Moved: Alan Bottomley
Seconded Barb Laverock



Committee of the Whole Meeting Minutes
April 18, 2018 – 5:00 p.m.
North Bay and Parry Sound Boardrooms
963 Airport Road, North Bay/111 Isabella Street, Parry Sound

Trustees Present: Committee Chair David Thompson, Michelina Beam, Al Bottomley, Harry Fry, Corine Green, Louise Sargent, Paul Moffat, Carol Stevens

Administrative Staff Present: Jackie Young, Director of Education; Liz Therrien, Superintendent of Business; Amanda Meighan, Acting Superintendent of Support Services; Gay Smylie, Executive Officer; Rebecca Pape, Administrative Assistant

Trustees Absent: Jim Beatty (Paul Moffat left meeting at 6:30pm, Carol Stevens left at 7pm)

Call to Order

Chair Thompson called the meeting to order at 5:04 p.m.

Adoption of the Agenda

The Committee approve the agenda as presented.

In-Camera Item(s):

Chair Thompson moved the meeting into Private Session at 5:04 p.m.

Return to Public Session

The Committee returned to Public Session at 8:20 p.m.

Action: Policy will be deferred until the next Committee of the Whole meeting.

Adjournment

The Committee of the Whole meeting for April 18, 2018 adjourned at 8:20 p.m.



**Committee of the Whole Meeting Minutes
May 1, 2018 – 5:00 p.m.
North Bay and Parry Sound Boardrooms
963 Airport Road, North Bay/111 Isabella Street, Parry Sound**

Trustees Present: Committee Chair David Thompson, Michelina Beam, Al Bottomley, Harry Fry, Corine Green, Louise Sargent, Paul Moffat, Carol Stevens

Administrative Staff Present: Jackie Young, Director of Education; Rebecca Pape, Administrative Assistant

Trustees Absent: Jim Beatty, Harry Fry

Call to Order

Chair Thompson called the meeting to order at 5:03 p.m.

Adoption of the Agenda

The Committee approve the agenda as presented.

In-Camera Item(s):

Chair Thompson moved the meeting into Private Session at 5:03 p.m.

Return to Public Session

The Committee returned to Public Session at 5:25 p.m.

Adjournment

The Committee of the Whole meeting for May 1, 2018 adjourned at 5:25 p.m.



Committee of the Whole Meeting Minutes
May 15, 2018 – 5:00 p.m.
North Bay and Parry Sound Boardrooms
963 Airport Road, North Bay/111 Isabella Street, Parry Sound

Trustees Present: Committee Chair David Thompson, Jim Beatty, Michelina Beam, Al Bottomley, Harry Fry, Corine Green, Louise Sargent, Paul Moffat

Administrative Staff Present: Jackie Young, Director of Education; Rebecca Pape, Administrative Assistant

Trustees Absent: Corine Green left meeting at 5:45 p.m.

Call to Order

Chair Thompson called the meeting to order at 5:00 p.m.

Adoption of the Agenda

The Committee approve the agenda as presented.

In-Camera Item(s):

Chair Thompson moved the meeting into Private Session at 5:01 p.m.

Return to Public Session

The Committee returned to Public Session at 6:44 p.m.

Policy

Trustee Sargent reviewed that Section One and Two are complete. There is a new policy that Trustee Sargent will email to all trustees for review.

The information needs to be compiled, but how will this be done? One trustee suggested to hire a student for a few days to type everything out. Director Young suggested our new Information and Communication Officer as she has a background in governance, but there are competing priorities in her portfolio that would need to be managed. Trustee Sargent will have a conversation with the Information Officer and let everyone know if this is possible by the Board meeting next Tuesday.

Role of the Director has been updated since the last policy discussion. Trustee Beam handed out a draft copy of the changes of the assessment framework. Trustee Sargent

will send out the new Role of the Director document along with the draft Assessment Framework for trustees to review before next Tuesday.

Adjournment

The Committee of the Whole meeting for May 15, 2018 adjourned at 7:05 p.m.

	A	B	C	D	E	F	G	H	I	J	K
	Closing Date	Project	Location	Bidders submitting Bids	Awarded to	Award	Tax	Amount/Year	Budget	Contract for No Years	Rational
1	April 3, 2018	Roofing Replacement	E.W. Norman	Designed Roofing	Blanchfield	\$ 102,910.00	\$ 13,378.30		\$ 102,910.00		Low Bidder
2				Blanchfield							
3				J.G. Fitzgerald							
4											
5											
6	April 24, 2018	Roofing Replacement, Domestic Water Piping System	Alliance	Venasse	Descon	\$ 1,008,100.00	\$ 131,053.00		\$ 990,971.00		Low Bidder
7				Kenalex							
8				Descon							
9											
10	April 26, 2018	Exterior Door & PA System Replacement, Domestic Water Piping System & BF Access Upgrade	Sundridge Centennial	Venasse	Descon	\$ 355,400.00	\$ 46,202.00		\$ 374,583.00		Low Bidder
11				Kenalex							
12				Descon							
13				WS Morgan							
14											
15	April 27, 2018	Washroom Upgrades	Chippewa	Venasse	Kenalex	\$ 418,800.00	\$ 54,444.00		\$ 301,967.00		Low Bidder
16				Kenalex							
17				Descon							
18	May 3, 2018	Annual Inspection & Testing of Fire Protection System	All locations	Trans Canada Safety	Pending						
19				Troy Life & Fire Safety							
20				SPI							
21											
22	May 4, 2018	Domestic Water Piping Upgrades	South River PS	Kenalex	Pending						
23				Venasse							
24				Bernard Rochefort							
25											
26											
27											
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29											
30											
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32											
33											
34											

Savings for Ontario School Boards

The first quarter of 2018 saw the completion of a number of smaller cases, while at the same time SEC focused on several much more important proceedings that have significant future impacts.

*Total savings for schools in the first quarter were about **\$670,000**.*

It turns out 2018 may be another impactful year. Hydro One Distribution, affecting 1200 schools, will come to a head in June with a lengthy public hearing. The Alectra case will be a precedent for nine years of requests for higher rates. Enbridge and Union see what Alectra is doing, and they are trying to do the same. Toronto Hydro is finalizing their new five year application for higher rates.

The role of the Energy Board is under review. All against the backdrop of a provincial election.

ONGOING MATTERS - ELECTRICITY

Hydro One Distribution 2018-2022 Rates. With acquisitions, Hydro One now serves almost 1200 schools, and in this five year application is seeking a net of \$9 million rate increases for those schools over that period.

The proceeding has been slow to develop, but now it is moving forward, with discovery mostly completed and a hearing scheduled to take up most of the month of June. Hydro One remains one of the least efficient distributors in Ontario, so SEC will continue to press for restraints on their ability to pass their inefficient cost increases on to customers.

A decision is not likely before September.

Hydro One Transmission - Appeals. Hydro One is upset that the customer groups (particularly SEC) prevailed on the question of whether they could collect amounts in their rates for income tax they will not actually pay. Understandable, as the impact is more than \$800 million dollars to the utility. As a result, they have launched two appeals, one an internal review at the Energy Board, and the other to Divisional Court.

The internal review was argued in a hearing in February, with SEC taking the lead for the customer groups. A decision is expected in May. If it is not favourable to Hydro One, expect the court case to proceed in the fall.

OPG 2017-2021 Rates. This case was, until recently, the largest ever rate case in Canadian history. The decision in December appeared to deliver \$22 million in savings for schools over what OPG had proposed. In addition, a review of nuclear cleanup cost forecasts could provide more savings when it is completed.

OPG – as is their standard practice – has filed proposed implementation details which seek to reduce the impact, and SEC has taken its traditional role in doing a forensic analysis of those details. As a result, the savings still appear to be in the same range, although a final order will not happen until April.

A second issue was whether short term rates would be reduced to limit impacts in 2018. SEC fought that issue (with support from manufacturers), but we were unsuccessful in arguing that rates should go up more gradually than proposed by both OPG and the staff of the Energy Board. Schools that experienced a drop in

their bills in 2017 will see them jump back up to above the former level in 2018. When budgeting, schools should not use 2017 electricity bills as a baseline. 2016 plus about 10% is likely to be more realistic.

Alectra Utilities. Alectra, serving about a thousand schools in the Golden Horseshoe and Barrie, has their test case in for inflationary rate increase, plus extra for capital spending on top of that. If they win, they will continue to seek similar increases until 2026. Further, other utilities will follow suit, as Enbridge and Union (see below) are already doing.

SEC filed extensive argument in January opposing this strategy. While there were some hints a decision might appear in April, a decision in May seems more likely.

Toronto Hydro 2020-2024 Rates. This application is scheduled for filing in the last quarter of 2018, but SEC expects to learn some details of the filing, and the rate increases to be proposed, in the next couple of months.

Other Cases. Five more cases for smaller electricity distributors, including InnPower and Hawkesbury, were completed this quarter, mostly by way of settlement. The result is additional savings for the 200 affected schools of about **\$150,000**.

ONGOING MATTERS - NATURAL GAS

Enbridge 2018 Rates. The last annual rate filing for Enbridge under its five year formula rate system was supposed to be mechanical. Instead, as a result of a settlement negotiation, the Enbridge "ask" was reduced by \$12.4 million, saving schools about **\$220,000** in 2018.

Union Gas 2018 Rates. The fifth and final filing for the Union Gas formula rate system was actually more straightforward, from the utility's point of view. However, another customer group - the industrial gas users - sought to change how the

costs of a \$265 million capital project are allocated. Unusually, the case pit one group of customers against others.

SEC and other customer groups that would have paid the extra amount fought back, and the Energy Board decided not to make the change. The saving for schools is about **\$300,000** for 2018 and 2019. Only two years are counted because there is a high probability the industrial users will come back at this for 2020 rates.

Enbridge/Union Merger. Enbridge bought Spectra, the parent company of Union Gas, in 2016, closing early 2017. At the same time as they were saying they were going to operate Union and Enbridge separately, they were looking at how they could be amalgamated to save money. For new owners, the key was how to generate cost savings without sharing them with the customers.

The opportunity presented itself in the Alectra merger, where the utilities requested approval to have ten years of formula rates (basically, add inflation) plus extra for capital spending. Enbridge and Union concluded that the Energy Board policy that appeared to allow this could be used to get a similar result if they merged their two utilities. That proposal was filed at the end of last year.

Enbridge and Union are seeking approval to collect around \$29.2 billion over the 2019-2028 period, with average increases of about 130% of inflation. Schools would pay about \$520 million of that. Assuming that the right amount is about 70% of inflation, the impact of the proposal on schools is about \$30 million in incremental costs. This beats OPG for biggest rate case in Energy Board history (by a hair).

Hidden in the application is another problem. The utilities propose almost \$12 billion of capital spending in that period. Only about \$2 billion is included in rates in the ten year period (plus interest and profits, of course). The rest will still be collectible after 2028.

The Energy Board is pursuing this case on a fast track, in which most of the discovery was finished by the end of March, and a hearing is scheduled in the first week in May. A decision is likely by August.

OTHER MATTERS

Attack on Customer Representation. At the end of March, the Energy Board released the first of what are expected to be two rate decisions that exclude customer involvement (Sioux Lookout). Inexplicably, the public information does not include the actual decision, but that is expected shortly. The Energy Board is treading delicately on this issue, trying to limit use of their new restrictions to cases that are obviously non-contentious. More to come, however.

Review of the Energy Board. SEC was one of the customer groups invited to make submissions at the issues phase of this review panel, and we did. The initial substantive phase is coming up in April, and after the election suspension of activity there will be another round later in the year (assuming the review panel is still around). SEC will continue to be active in this very important process.

Jay Shepherd
Mark Rubenstein
Counsel for SEC

Questions? Contact Wayne McNally
(wmcnally@opsba.org) or Jay Shepherd
(jay@shepherdrubenstein.com) or Mark
Rubenstein (mark@shepherdrubenstein.com)

In conclusion,

OESC is represented by Jay Shepherd who consults regularly with myself and Wayne McNally, who is an advisor to the OESC Board of Directors. It is critical to note that the work of the School Energy Coalition, per OESC, is a respected intervenor at the Ontario Energy Board.

Our work has allowed every school district in the Province of Ontario to avoid significant energy costs. This reality assists with the bottom line to your budget.



*Ted Doherty
Executive Director
416-340-2540 (Toronto Office); 519-955-2261 (Mobile)
or Email tdoherty@oesc-cseo.org*



ADMINISTRATIVE GUIDELINE

Title: Safe Schools: Suicide Risk Management

Effective Date: May 2018

Responsibility: Superintendent of Program and Schools

1.0 Rationale:

The Near North District School Board is committed to providing safe, welcoming and supportive learning environments for staff and students. All school boards promote student well-being and at times are faced with supporting students who are having thoughts of suicide and may need to respond to a student death by suicide. The NNDSB has a Suicide Risk Management Best Practice Guideline that addresses suicide prevention, intervention and postvention as a companion document to this administrative guideline. Effective suicide prevention and intervention is a shared responsibility within a full system of care activated by the Board and community partners.

Purpose:

This guideline addresses emergency and urgent needs where the elevated risk of a student needs immediate attention due to expressed thoughts of suicide or evidence of acts of suicide. The process of assessment of need will ensure that the right students are receiving the quickest access to crisis services and when possible, avoids unnecessary hospitalizations. This guideline describes the role of education in creating a seamless transition to community supports.

Guiding Principles

- The safety and well-being of ALL students is our primary consideration and response to suicide risk is of the utmost priority
- All expressed thoughts of suicide will be taken seriously
- Students who disclose suicidal thoughts and/or behaviours will be treated with discretion, respect and dignity
- Risk identification is responsive and timely
- At no time is a student to be left alone until supports are in place

IMMINENT EMERGENCY RISK – defined as any life-threatening action that requires immediate medical intervention (i.e. taken on overdose of pills)

- ✓ **CONTACT EMERGENCY SERVICES 911**
- ✓ **Notify Principal or Vice Principal as soon as possible**
- ✓ **Parent/Guardian is notified as soon as possible**

Urgent Response

Step One – Identification

School staff may have a student disclose directly their thoughts of suicide or a student may reveal it through social media, behavior, to a classmate, or within writing assignments. Please see the best practice guidelines for warning signs.

- Any warning signs or disclosures warrant prompt attention and before the end of the school day
- In a clear disclosure of suicide thoughts by a student, the staff receiving the disclosure needs to assure the student will not be left alone
- The staff must then report this to the Principal or Teacher in Charge
- All disclosures should be recognized as invitations for help
- At no time should a staff person promise to keep a secret
- SAFETY OVERRIDES CONFIDENTIALITY
- If the student refuses help or to remain at school, then the staff should notify the Principal and consideration be given to contacting emergency services and/or the Children's Aid Society
- A call to the Parent/Guardian should be made as soon as possible

Step Two – Screening for Risk Level

- If there are warning signs, the staff and/or Principal will make contact with NNDSB staff person trained in ASIST INTERVENTION. Staff trained in this intervention are primarily the Child Development Counsellors, Attendance Counsellors, the Mental Health Lead and Mental Health and Addiction Nurses from the LHIN working in our schools
- Any of the staff listed can be contacted should there be a need. The Mental Health Lead is available by cell and can support the process
- The Assist trained staff will ask more in-depth questions to determine if a full crisis assessment is required and start the development of a safety plan

Step Three – Suicide Risk Assessment

Mobile Crisis Response

- If it is determined that the student requires further assessment, the Mobile Crisis Services from Children's Mental Health (HANDS) is contacted 1-800-668-8555
- A Mobile Crisis Worker will attend the school, is able to meet with the student, and the student's family, and determine the next course of action
- Actions may include hospitalization, linking to services, the development of a safety plan, provision of recommendations for parents and school

Step Four – Ongoing Support/Hospitalization

Intervention

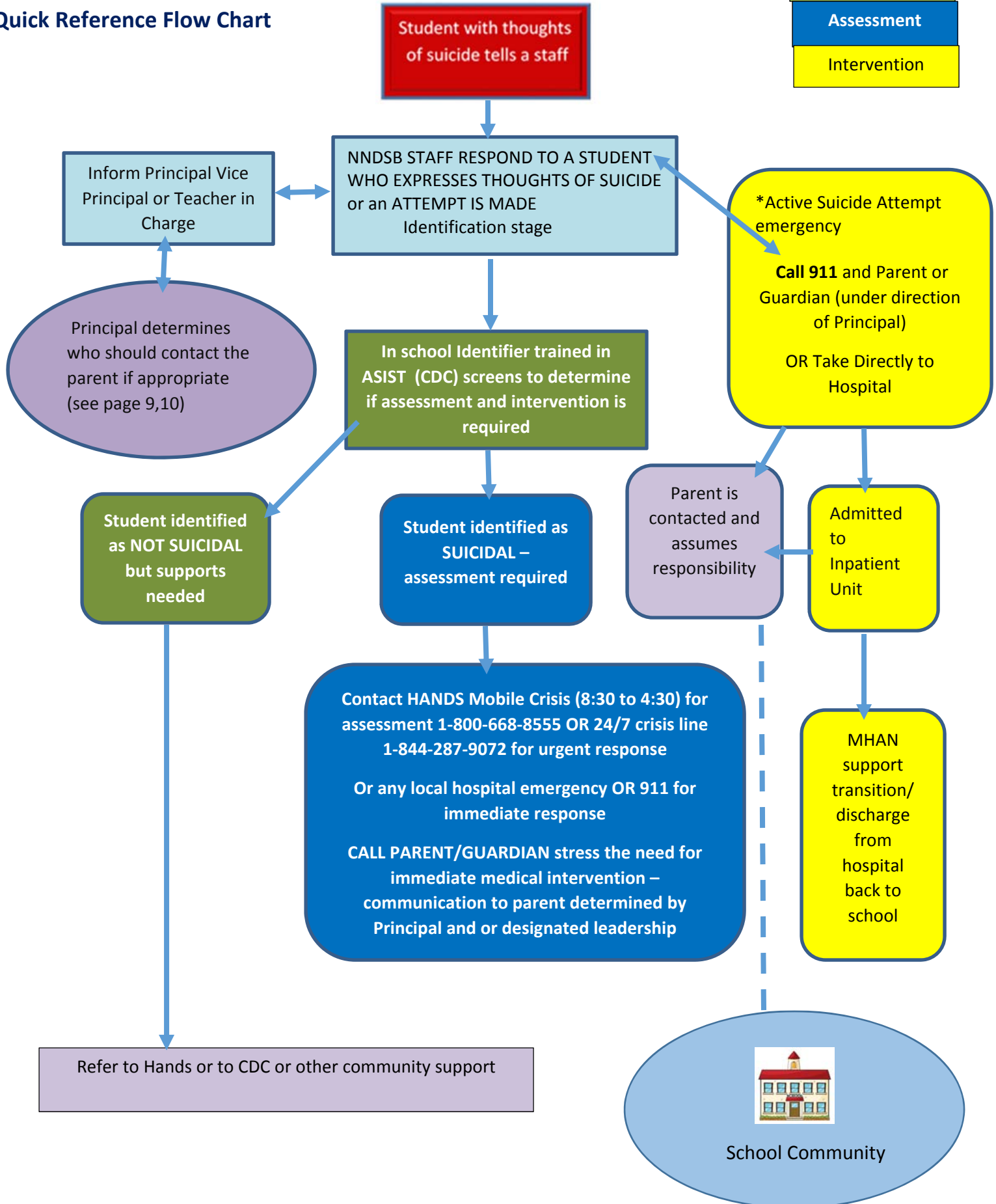
- If the student is hospitalized, the Mental Health and Addiction Nurses are contacted to support the transitions in and out of hospital. Student and family consent are required and should be obtained by the hospital
- If the student is admitted to the Inpatient Ward, connection to the teacher in the hospital program is recommended to share information and any completed school work.
- A school support team should be identified as "go-to" staff should the student feel unwell, to monitor the transition back to school
- If a discharge plan was provided, follow any recommendations

Safety Plan and Wellness Recovery

- Please note that a hospitalization at a time of crisis is limited treatment service that is only focused on stabilization of the immediate crisis.
- Most students will return with ongoing mental health challenges and need to be linked to services and appropriate resources
- See the Suicide Risk Management Best Practice Guideline for more information and suggestions for ongoing support of the student

Identification
Screening
Assessment
Intervention

Quick Reference Flow Chart



Quick Reference Sheet

Step One - Identification of Student at Risk

- * Imminent risk - active attempt - contact 911 and move immediately to intervention stage. This is an emergency
- Student informs staff of thoughts of suicide - Matter is urgent
- Inform Principal of student at risk - Parent contact plan determined by Principal
- Considered urgent and requires risk screening to CDC or Assist trained staff

Step Two - Screening For Risk

- ASIST trained staff (CDC) determines if further assessment is required
- Contact mobile crisis for further assessment - Hands **1-800-668-8555** and indicate it is an urgent matter needing crisis support
- Begin safety planning and/or transition plan to hospital

Step Three - Assessment of Suicide Risk

- Mobile Crisis Response is contacted and completes assessment
- Contact parent if not yet informed
- Develop transition plan to hospital and/or safety plan

Step Four - Ongoing Support to the Student

- Form a school support team
- Make referral to Mental Health and Addictions Nurse if appropriate
- Develop a safety and wellness plan
- Link to services and support



ADMINISTRATIVE GUIDELINE

Title: Safe Schools: Crisis Response Team

Effective Date: May 2018

Responsibility: Superintendent of Program and Schools

RATIONALE: The Near North District School Board is committed to providing safe, welcoming and supportive working and learning environments. In order to educate learners to their fullest potential in preparation for life-long learning, immediate and sensitive intervention and support can be crucial when students experience traumatic events in their lives. Response teams have been established within the Board to work with the affected school staff and community to assist in coordinating and facilitating appropriate supports. The *Crisis Response Team (CRT)* is a team of professional support services staff and educators who are trained to respond to crisis events in our school system.

DEFINITION OF A CRISIS EVENT:

A crisis event is a death, accident or traumatic event that affects students, staff and school community that goes beyond the school resources in terms of coping and responding.

(For a death by suicide, please refer to the Suicide Response Administrative Guideline.)

CRT TEAM:

The Crisis Response Team (CRT) membership varies, but in general is comprised of professional support services staff and educators, with a designated regional lead.

ROLES OF CRT:

The CRT team can assist in many ways such as:

- a) Provide group activities to help students in crisis
- b) Be available to talk, listen and interact with students and/or staff members
- c) Provide staff with additional resources
- d) Activate community resources as appropriate

CONTACTING CRT:

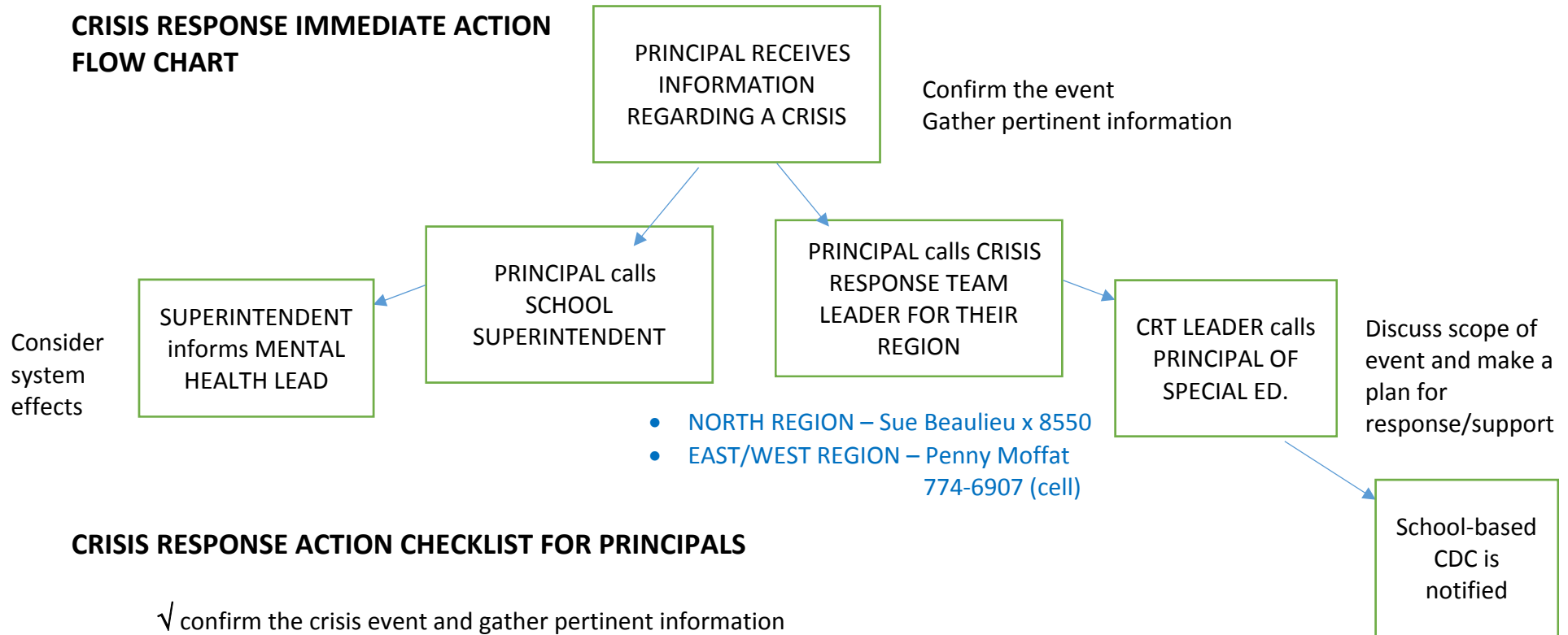
In the event of a crisis, please contact your school Superintendent and CRT Leader in your region. If the CRT Leader can't be reached, please call the Principal of Special Education.

ADDITIONAL INFORMATION:

Additional information and other specifics are included in the following appendices.

Other resources pertaining to grief issues can be accessed through the team leaders.

**CRISIS RESPONSE IMMEDIATE ACTION
FLOW CHART**



CRISIS RESPONSE ACTION CHECKLIST FOR PRINCIPALS

- ✓ confirm the crisis event and gather pertinent information
- ✓ contact Superintendent and CRT team leader
- ✓ find out what information the family wants shared
- ✓ in order to share information and dispel rumors, develop a communication plan appropriate to the event
 - hold a staff meeting
 - consider sending accurate information out in the form of a letter to parents including information re CRT and contact information for continued student support (see samples in Appendix C)
- ✓ provide room for CRT members to meet with students
- ✓ contact SO for directions regarding any potential involvement of community members, other staff, former staff or media
- ✓ contact family to express condolences on behalf of the staff and follow up with an appropriate expression of sympathy based on consultation with family
- ✓ consider lowering the flag to half-mast until after funeral for the death of a student
- ✓ for a death by suicide, refer to Postvention Strategies in the Suicide Risk Management Best Practice Guideline

Accessing Supports

The Crisis Response Team's role is to stabilize the immediate crisis and to direct those that require it to additional ongoing supports. For some, the crisis may trigger some personal past history that requires further support. It is important to offer and link staff and students to appropriate resources.

Supports for Staff

All board staff have access to an Employee and Family Assistance Program (EAFP) through the Human Resources Department. The Crisis Response Team will highlight these services as well as any local community services. Staff that appear to be struggling will be encouraged to seek out those resources and services.

The EAFP service provider is Shepell and they offer a wide variety of services and resources. Professional counselling under the Employee and Family Assistance Program (EFAP) is accessed voluntarily by the employee and family members, and is strictly confidential. Our EFAP counsellor network is a multi-disciplinary team of professionals who have master's degrees or PhDs in the fields of psychology, clinical social work or educational psychology.

All information is available in the staff portal under Human Resources. The following link takes you to the Shepell site. The direct contact number is: 1-877-890-9052

<https://www.shepell.com/en-ca/>

Follow-Up Supports for Students

If a student is still struggling after a crisis has been stabilized, then consideration should be given to connecting the student to services. The level of service intervention should be matched to the student's needs. Ongoing support and follow-up should now happen at the individual school and community level.

Low level concern

- Inform Principal of the concerns and discuss any school-based strategies with the student that may be helpful and develop a coping plan.

Moderate Level Concern

- Inform Principal and make referral to Child Development Counsellor through the on-line referral portal following the regular referral route process.

High Level of Concern

- Inform Principal and make a third party referral to Hands through the on-line referral portal following the regular referral process or refer to other community services such as Canadian Mental Health Association for older children.

April 2018 Month End Finance Report	Aug-17	Current	Revised	Year-to-Date	Commitments	Budget	%
Expenditures (Budget as approved June 28, 2017)	Expenses	Budget	Estimates	Actual		Remaining	Remaining
	(Audited)		(Note 8)				
	(Note 1)						
Classroom Teachers	66,710,919	69,520,502	68,870,368	46,105,451	380	23,414,671	34%
Supply Staff (Note 9)	4,286,623	2,274,572	2,628,721	2,614,263		(339,691)	
Educational Assistants	8,430,120	9,140,590	8,997,859	6,737,950		2,402,640	26%
Early Childhood Educators	2,180,590	2,283,054	2,308,621	1,770,054		513,000	22%
Classroom Computers (Notes 2 and 7)	943,026	871,699	871,699	648,841	41,865	180,993	21%
Texts and Learning Materials (Notes 2 and 4)	2,530,491	2,838,588	2,859,588	3,094,571	433,851	(689,835)	
Professionals and Paraprofessionals	4,352,367	4,623,806	4,702,419	2,896,960	13,748	1,713,098	37%
Library and Guidance	1,458,790	1,581,582	1,567,254	939,570	11,516	630,496	40%
Staff Development (Note 4)	945,752	1,152,748	1,271,080	594,844	20,318	537,586	47%
Coordinators & Consultants (Notes 4 and 10)	2,766,448	3,204,416	3,368,496	1,554,948	70,631	1,578,837	49%
Principals & Vice-Principals	6,081,227	5,926,436	5,964,215	4,322,436		1,604,000	27%
Department Heads	138,483	143,532	143,532	93,604		49,928	35%
School Office - Secretaries & Supplies (Note 2)	3,470,170	3,726,085	3,692,081	2,523,408	78,963	1,123,714	30%
Transportation	10,875,410	11,122,977	11,265,365	9,026,048		2,096,929	19%
Transportation Amortization							
Operations & Maintenance - Schools (Note 2)	13,417,059	13,465,999	13,617,463	9,076,874	1,371,872	3,017,253	22%
Continuing Education	843,300	748,850	749,028	480,066	7,014	261,770	35%
Instructional Amortization	709,784	822,225	707,834			822,225	100%
Trustees	118,361	111,193	111,193	66,327	3,044	41,822	38%
Director & Supervisory Officers (Note 10)	1,181,340	871,078	881,339	758,127	7,339	105,612	12%
Board Administration (Note 2)	3,141,689	3,424,419	3,424,250	2,152,871	124,280	1,147,268	34%
Administration Amortization	52,091	61,132	54,517			61,132	100%
School Renewal/Condition Improvement (Note 3)	381,533	505,661	505,661	99,569	141,922	264,170	52%
Direct Capital and Approved Debt (Note 5)	2,106,202	2,477,396	2,382,964	496,299		1,981,097	80%
Pupil Accommodation Amortization (Note 6)	8,406,865	7,613,263	8,129,630	96,752		7,516,511	99%
Other Non-Operating Expenses (Note 11)	1,608,073	596,317	725,817	463,792		132,525	22%
Other Amortization and Write Downs	11,527						
	147,148,240	149,108,120	149,800,994	96,613,625	2,326,743	50,167,752	34%

April 2018 Month End Finance Report	Revenues	Current	Revised	Year-to-Date	Commitments	Budget	%
Revenues (Budget as approved June 28, 2017)	(Audited)	Budget	Estimates	Actual		Remaining	Remaining
	(Note 1)		(Note 8)				
MET Grants (Note 4)	87,623,996	92,402,850	94,365,486	73,369,876		19,032,974	21%
Other Provincial Grants (Note 4)	2,359,078	1,185,370	1,204,720	320,502		864,868	73%
Federal Grants and Fees (Tuition/Transportation)	2,325,277	2,425,026	2,496,569	1,780,340		644,686	27%
Municipal and Unorganized Taxes	41,851,692	42,907,878	41,487,907	30,387,103		12,520,775	29%
Other School Board Recoveries (Shared Facilities)	222,920	187,040	187,040	100,000		87,040	47%
Other Revenues (Note 6)	2,985,927	868,298	1,022,814	1,749,751		(881,453)	
Amortization of Deferred Capital Contributions	9,107,726	8,430,973	8,891,981			8,430,973	100%
	146,476,616	148,407,435	149,656,517	107,707,572	0	40,699,863	27%

**Near North District School Board
April 2018 Month End Report
Notes to the Financial Report for the Period Ended April 30, 2018**

Note 1 Prior Year Comparative Figures

The prior year comparative figures reflect the most recent audited financial statements for the year ended August 31, 2017. The audited financial statements for the year ended August 31, 2017 were approved by the Board of Trustees at the November 28, 2017 Board meeting.

Note 2 Issuance of Blanket Purchase Orders for Annual Costs

At the beginning of the current fiscal year, finance has requested that blanket purchase orders be generated for such annual expenses as utilities of gas, oil and electricity, telephone costs, photocopier copy charges as well as classroom computer network costs in order to streamline accounting processes. For this reason current commitments representing annual anticipated costs are charged immediately to the budget committing budget dollars. Then as actual invoices and bills are received throughout the year, the expense will be recorded in the year-to-date actual expense column with the commitment relieved.

Note 3 School Renewal and School Condition Improvement Grants

A School Board's annual School Renewal Allocation is comprised of renewal monies for expenditures that are of a capital nature as well as renewal monies of an operating nature to address operating/maintenance type expenditures. Current capital in-year school expenditures and capital commitments are not recorded in this budget line as these represent capital expenditures for School Renewal and School Condition Improvement capital projects. As per Ministry guidelines, only a small portion of School Renewal annual funding is permitted to be spent on non-capital expenditures (operating expenditures). Capital expenditures for School Renewal, School Condition Improvements and other capital projects including Land of Lakes Retrofit, Parry Sound Public School, planned Parry Sound JK-12 Build, Woodland Childcare and Greenhouse Gas Reduction Efficiency projects are funded by the Ministry, with funds flowed to School Boards after the filing of the March Report and the annual Financial Statements. The Ontario Financing Authority no longer finances long-term debt. The Ministry further provides funding for short-term interest expenditures.

Note 4 Other Provincial Grants

Provincial grants initially budgeted are only the grants whereby monies were confirmed at time of approving the 2017-2018 budget. These external grants include but are not limited to French as a Second Language, Odyssey French Language Monitor Program, Renewed Math Strategy, Community Use of Schools – Outreach Coordinator, Specialist High Skills Major, Indigenous Re-Engagement, Adult Basic Literacy, Ontario Youth Apprenticeship Program (OYAP), Early Years Leads Program and English as a Second Language. Other significant external grants will be received within the current operating year that has not been originally budgeted for. However in these cases, expenditures are not to exceed revenues with separate budgets established for these other external grants received to monitor revenues and expenditures. Other provincial grants that are from the Ministry of Education are reported in MET Grants in month end finance report. 53 External Grants have been received to-date this year in the amount of \$3.647 million.

Note 5 Direct Capital and Approved Debt

The Ministry recognizes the debt on all capital programs such as NPP, Good Places to Learn (Phases 1, 2, 3 and 4), Capital Priorities, School Consolidation Capital, Prohibitive to Repair, etc. based on eligible capital expenditures. For those long term capital expenditures related to prior capital programs that were funded through the Ontario Financing Authority (OFA), the Board will receive a cash flow from the Ministry of Education to meet their annual debt repayments of principal and interest payments. The March 2017 Ontario Financing Authority issue was the final opportunity for Boards to request long-term financing through the OFA. Moving forward in 2017/2018 with regard to capital projects, the Ministry will cash flow payments to Boards twice per year based on reported capital expenditures. The Ministry will continue to fund short-term interest costs related to these capital expenditures on a semi-annual basis.

Near North District School Board
April 2018 Month End Report
Notes to the Financial Report for the Period Ended April 30, 2018

Note 6 Other Revenues

Current year-to-date revenues include additional monies received not budgeted for. Refer to below schedule with regard to analysis of revenues budgeted, revenue received-to-date as well as prior year's revenues:

	August 2017 Revenues	Current Budget	Year-to-Date Actuals
Theatre Outreach ticket sales, donation, registration fees	23,842	20,000	861
Sale – Capital Recovery	19,075	-	-
Tuition Fees	403,465	463,960	267,670
Interest income	25,564	-	106,558
Release/Secondments (Wages/benefits recoverable income)	1,281,002	220,729	692,721
Incllement Weather Days	-	42,200	-
Hydro/Union Gas Rebates	81,120	-	-
Hydro One rebates and Solar Panel Revenues - Almaguin	-	20,000	20,001
Muskoka Language International	89,380	-	57,873
OSBIE 2017 surplus refund	98,855	-	103,546
WSIB claim refund	18,937	-	3,205
Ontario Arts Council	50,000	-	40,000
School College Work Study Initiative	-	-	-
Various rental incomes	88,897	70,000	37,365
Administration Fees	34,265	20,000	45,019
Consolidation – Transportation & Charity	198,831	-	-
C.O.D.E. – Technology and Learning Fund	152,886	-	112,066
C.O.D.E. – Student Injury Prevention Policy	-	-	9,494
Nipissing Parry Sound Catholic DSB (Psycho-educational Assessments)	76,600	-	38,000
Nipissing Parry Sound Transportation Consortium	18,228	-	7,018
IB Program Fees	26,900	-	12,600
Reversal of Previously Recorded Liability for Retirement Gratuities	145,192	-	-
Summer Literacy Program 2017	97,144	-	-
MA Wittick – Write down to FMV	-	-	96,752
CWA Foundation Grant (West Ferris)	-	-	10,000
CWA Foundation Grant (Chippewa)	-	-	28,000
CWA Foundation Grant (Almaguin)	-	-	14,000
Collingwood TV Productions (recovery of utility costs King George)	6,278	-	13,387
Ministry of Infrastructure – Dr. MacDougall holding cost	-	-	23,651
Various other incomes	49,466	11,409	9,964
	<u>\$ 2,985,927</u>	<u>\$ 868,298</u>	<u>\$ 1,749,751</u>

Note 7 Classroom Computers

The current budget of \$871,699 includes only classroom computer operational expenditures without expenditures of a capital nature. Until such time as year-end is completed, currently included in classroom computer operating expenditures is \$165,146 of capital expenditures which will be capitalized and removed from operating expenses.

Note 8 Revised Estimates

Current budget reflects the budget established for 2017-2018 school year as passed by the Board June 28, 2017.

Upon filing of the Board's Revised Estimates with the Ministry December 15, 2017, the Board is now reporting a compliant in-year deficit of \$144,477, which represents a decrease from Original Estimate's in-year deficit of \$700,685. This is a result of actual enrolment as captured at October 31, 2017 count date being up over projected enrolment by approximately 171 students. Also included in Revised Estimates Grant for Student Needs is new Rural and Northern Education Grant Allocation and expenditures of \$485,660.

Note 9 Supply Staff

Included in supply expenditures are replacement costs of \$52,099 representing federation release time whereby revenues have been received to offset expenditures. Revenues are not netted against the expenditures but reported in Other Revenues – Release Time Recoverable Income and MET Grants. Further a detailed analysis of supply cost accounts was undertaken to ensure that replacement costs are costed appropriately where an adjusting entry has been reflected in the April 2018 Month End Report. It is currently anticipated that Supply Costs will exceed budget, which will be quantified once detailed analysis is completed. It is currently anticipated that savings, under-expenditures and unplanned revenues received during the year, will offset any deficits in Supply Costs.

**Near North District School Board
April 2018 Month End Report
Notes to the Financial Report for the Period Ended April 30, 2018**

Note 10 Director and Supervisory Officers

Included in salaries and benefits are two Supervisory Officer positions for Student Success and School Effectiveness Lead positions that are fully funded through the Learning Opportunities Grant of the annual Grant for Student Needs. Part of year-end processes require reallocating these costs to the Coordinator budget line to align with Ministry of Education allocations to match actual expenditures with revenues.

Note 11 Other Non-Operating Expenses

Other non-operating expenses include reverse tuition agreement payments, agency fees paid to Muskoka Language International and Youth Education Services Canada Inc., and litigation settlement payments.



ANNUAL REVIEW

PROPOSED REVISIONS to the SPECIAL EDUCATION PLAN

Attached please find the following revisions to the Near North District School Board's Special Education Plan for the **2017 - 2018** school year.

✓ *Standard # 5 – The Identification, Placement and Review Committee*

The statistics for **number** of new referrals and reviews **for 2017 - 2018 are provided.**

✓ *Standard # 12 – Special Education Staff*

Any changes in special education **staff for 2017- 2018 are noted.**

✓ *Standard # 13 - Staff Development*

Staff Development **activities for 2017 - 2018 are summarized.**

✓ *Standard # 15 – Accessibility of School Buildings*

Information is provided regarding the Near North District School Board's expenditures over the 2017 - 2018 school year for renovations to school facilities to improve accessibility.

✓ *The Board's Special Education Advisory Committee*

Information changes to Membership List and 2017 - 2018 activities are noted.

Note: *Changes are noted in bold italics and are pink.*

SEAC RECOMMENDATION RE: ANNUAL REVIEW

That the Special Education Plan 2017 - 2018 be approved as amended and forwarded to the Near North District School Board with recommendation for approval.

Moved by: Linda Sarginson

Seconded by: Al Bottomley

Date: May 17, 2018

RESOLUTION

RE: The ANNUAL SPECIAL EDUCATION REPORT on the PROVISION of SPECIAL EDUCATION PROGRAMS and SERVICES 2017 - 2018

The following motion was passed at the May Regular Board Meeting.

6.5 Special Education Plan

That the Near North District School Board approved the updated Special Education Plan as presented May 22, 2018.

Moved by:

Seconded by:

Conducting an IPRC Meeting

- **Identification**

Those in attendance at an IPRC meeting are the members of the committee and those persons specifically invited to attend by the Chair. It should be noted that parents must receive an invitation to an IPRC meeting for identification and placement and have the right to have one representative present. Parental input is encouraged throughout the process.

New identification meetings will occur throughout the year following the Special Education Intervention Process (see Section 4). After the school team has met and appropriate documentation is in place, following consultation with the parent, an IPRC is scheduled.

- **Reviews**

All students identified as exceptional are reviewed annually. Students are generally reviewed at the school in which they are currently enrolled. This should take place throughout the school year. However, students requiring changes in placement (i.e. junior to intermediate, intermediate to secondary, or referral to regional specialized classes) would be referred to the appropriate IPRC for reviews in April or May.

- In addition to the above an IPRC process checklist for both new identifications and review meetings is available for teachers and principals.
- IPRC documentation forms are available for easy access at the Board's website.

Requirement - Statistics

Indicator:

- IPRC statistics based on Board data base, for the previous school year are as follows: total of IPRC new referrals is **80**; total number of reviews is **1531**; and total number of appeals is 0.

Requirement - Parent Guide

Indicator:

- A copy of the Board's Special Education Parent Guide is given to the parent of any student being considered for an IPRC. The Parent Guide is also available on the Board's website.

SPECIAL EDUCATION STAFF 2017 - 2018

Requirement - Staffing

Indicator: See chart below

Special Education Staff	FTE	Staff Qualifications
Teachers for Resource Withdrawal Programs (Elementary)	32.75	Teachers must have a minimum of Special Education Part I Qualifications
Teachers for Self-Contained Classes (Elementary)	11.0	Minimum of Special Education Part I – most have Specialist Qualifications
Itinerant Teachers (1.5 of the deaf; 1.5 of the blind)	3.0	All Specialist Teachers have at least Part I plus additional qualifications in their specialist area
Principal of Special Education	1.0	Special Education Qualifications (Specialist) and Principals – Part 1 and Part 2
Coordinators	2.0	Special Education Specialists and/or either Masters Degree and/or Principals Qualifications
Educational Assistants	169.5	Contract requires minimum two year College Diploma (e.g. DSW, ECE, RNA, CYW, TA)
Psychologist	1.0	Masters Degree in Psychology and Clinical Supervision
Psychometrists	3.0	Minimum of Masters Degree in Psychology (2 employee positions, one contracted)
Speech-Language Pathologist	4.0	Minimum of Masters Degree in Speech-Language Pathology
Communicative Disorders Assistants	8.0	Communicative Disorders Assistant Diploma
Urban Native Student Child Development Counsellor	2.0	Child and Youth Worker Diploma
Behaviour Counsellor	2.0	Elementary and Secondary - Child and Youth Worker Diploma and Autism Training
Social Workers (Child Development Counsellors)	12.0	Child and Youth Worker Diploma
Interveners (for deafblind students)	1.0	EAs with Intervener Training from W. Ross Macdonald Provincial School or Specialist Teacher
Teachers for Resource Withdrawal Programs (Secondary)	13.25	Minimum of Special Education Part I Qualifications
Teachers for Self-Contained Classes (Secondary)	15.17	Minimum of Special Education Part I Qualifications; (most have Specialist Qualifications)

STAFF DEVELOPMENT 2017 - 2018

Requirement - Goal of Special Education Staff Development Plan

Indicator:

To provide knowledge and skills to staff involved in the education of students with special needs.

Requirement - Staff Input

Indicators:

- Needs' assessment completed by resource teachers each term and submitted to coordinators.
- Principal involvement in determining and communicating staff needs to coordinators.

Requirement - SEAC Consultation

Indicator:

On-going updates regarding staff development workshops and sessions shared with SEAC.

Requirement - Priority Determination

Indicators:

- Established by Board Improvement Plan and School Improvement Plans.
- System-wide and Policy-based initiatives (e.g. DI, UDL, CPS, OPP).
- Regionally by specific need (e.g. Autism in-service).

Requirement - Professional Development In-Service Training provided by the Board

Indicator:

In-service for specific groupings:

Principals:

- Educational Technology
- Learning for All 2013 – Knowing our students, DI, UDL and Tiered Support
- *Learning Profiles of the LD Learner and LDAO Resources*
- *Individual Education Plan Mythbusters*
- *The Identification, Placement and Review Committee Process*
- *Revisiting Students with Learning Disabilities – IEP and IPRC*
- *The Ministry's Equity Action Plan*
- *Mental Health Literacy – Knowing What to do*
- *Behaviour Management Systems Training*

Educational Assistants

- The EA Handbook – Best Practices
- Personal One Page Profiles identifying strengths and training needs
- Health and Safety workshops and on-line training
- *Mental Health and Well Being – Wellness Strategies*
- *Filling Our Tool Box Part 2 – (ABA and other strategies)*
- *Human Resources and Health and Safety Policies and Procedures*
- *Behaviour Management Systems Training*

Special Education Teachers (DLRTs)

- Pre-Referral Meetings
- *Managing Students with Challenging Behaviour – Tiered Supports including Collaborative & Proactive Solutions*
- *Student Well Being and Mindfulness*
- *Learning Profiles of the LD Learner and the RMS*
- *Collaborative Analysis of Students' Math Thinking Protocol*
- *Individual Education Plans*
- *Accommodations and programming for LD students in Math*
- *Applied Behaviour Analysis strategies for students*
- *The IPRC Process*
- *Transition Planning*
- EQAO Special Provisions and Alternative Formats

Special Education Classroom Teachers

- *Alternative Programming*
- *ABA Strategies for School Teams*
- *Health and Safety Workshops*
- *Tiered Supports for Students with Challenging Behaviour*
- *Behaviour Management Systems Training*
- *Transition Planning – including TAY*

Central Staff

All central staff had the opportunity for self-directed Professional Development. All may apply to attend in-service workshops related to their profession. All central staff is also involved in newsletter updates and department meetings/PD annually as well as being invited to attend PD day workshops.

Requirement - Ministry Legislation and Policy Training

Indicators:

- Training and information sessions for principals following release of each new Ministry document (i.e. Education for All).
- Intensive training sessions for resource and special education teachers following each new Ministry initiative (i.e. IEP Audit).
- New teachers and new vice-principals are in-serviced re: special education through the new staff induction series of workshops.

Requirement - Board Budget Allocation for Special Education Staff Development

Indicators:

- The staff development budget allocation for **2017 - 2018** (which includes program initiatives and program maintenance and requires teacher release through supply teachers and mileage) was approximately **\$30,000**.
- *An additional \$14 737.00 was received through Ministry of Education special project funding for professional learning activities related to autism.*
- *Additional one time funding for ABA of \$82 430.00 was received through the Ministry of Education for professional learning activities related to autism as the province moves to the new Ontario Autism Program.*
- *Additional funds for Learning for All PD activities from the Ministry of Education was included in funding for the Renewed Math Strategy.*

ACCESSIBILITY of SCHOOL BUILDINGS

Requirement - Multi-Year Capital Expenditure Plan

Indicators:

As part of the Ontarians with Disabilities Act of 2001, the Near North District School Board has prepared an Accessibility Plan which can be accessed by the public at the following link:

<http://www.nearnorthschools.ca/board/Documents/multi-year-accessibility-plan.pdf>

The Plan:

1. Describes the process by which the Near North District School Board will identify, remove and prevent barriers;
2. Reviews recent efforts of the Near North District School Board to remove and prevent barriers;
3. Describes the measures the Near North District School Board will take in the period 2013-2017 to identify, remove and prevent barriers;
4. Describes how the Near North School Board will make this accessibility plan available to the public.

The Near North District School Board has addressed accessibility issues through the installation of such items as doors and assist hardware, person lifts, elevators, audio and visual alarm systems, handrails, ramps, parking facilities, signage, washroom/change-room facilities and accessories. Through the **2017 - 2018** year the Near North District School Board continued to take a pro-active approach and dedicate available resources to accommodate the needs of the communities, students and staff who utilize our facilities and comply with our obligations under the Building Code and the Ontarians with Disabilities Act 2001.

The following accessibility projects are currently going out to tender for completion during July & August 2018:

Northern

**renovating one set of M/F student washrooms to be B/F
upgrading main entrance vestibule to be compliant with current code for B/F access**

Chippewa

Constructing new universal B/F washroom at library

Sundridge

B/F Site and entrance improvements

West Ferris

B/F ramp installation at theater exit to parking lot

Sunset

Parking lot/site improvements to include depressed curbs and additional B/F parking spaces

Mapleridge

Parking lot/site improvements to include depressed curbs and additional B/F parking spaces

NNDSB SPECIAL EDUCATION ADVISORY COMMITTEE 2017 –2018

MEMBER	AFFILIATION	ADDRESS	ALTERNATE
CHAIR Tammy Allan Manager Community Participation Support 705-476-3288 Ext. 1781	Community Living North Bay	741 Wallace Road North Bay, ON P1A 0E6 tallan@communitylivingnorthbay.org	No Alternate
VICE-CHAIR Sharon Walker 705-497-3368	Autism Society of Ontario	27 Kodiak Crescent North Bay, ON P1A 3S8 pwalker9@cogeco.ca	No Alternate
Wayde Smith Clinical Case Manager 705-472-6515	Community Counselling of Nipissing	351 rue McIntyre Street, East North Bay, ON P1B 1C9 wsmith@cccnip.com	No Alternate
Renee Restoule 705-753-2050	Nipissing First Nation	36 Semo Rd., Garden Village ReneeR@NFN.ca	
Barb Laverock	Learning Disabilities Association Ontario	741 Wallace Rd. t.laverock@hotmail.com	No Alternate
Linda Sarginson 705-384-5384	Almaguin Highlands Community Living	Box 370 Sundridge, ON P0A 1Z0 lsarginson@ahcl.org	Cindy Anne Wright 705-724-9444 cawright@ahcl.org
Teryn Booth 794-476-2299 x2225	HANDS The Family Help Network	Tbooth@handstfhn.ca	No Alternate
Carol Stevens	First Nations Trustee Representative	Carol.stevens@nearnorthschools.ca	
Louise Sargent 705-474-9653	Trustee Representative	Louise.sargent@nearnorthschools.ca	
Alan Bottomley 705-384-5267	Trustee Representative	Box 912 Sundridge, ON P0A 1Z0 Alan.Bottomley@nearnorthschools.ca	
Harry Fry	Trustee Representative	Harry.Fry@nearnorthschools.ca	
Roz Bowness - Superintendent of Schools and Program	Board Resource	Roslyn.Bowness@nearnorthschools.ca	
Sue Wilson Principal of Special Education	Board Resource	Susan.Wilson@nearnorthschools.ca	
Kim Gignac : Special Ed. Coordinator - North	Board Resource	Kimberly.Gignac@nearnorthschools.ca	
Lisa Paradis : Special Ed. Coordinator - East/West	Board Resource	Lisa.Paradis@nearnorthschools.ca	

Requirement - Meeting Time and Locations

Indicator:

- All meetings are available at each regional site via video-link.
- Meetings begin at 1:15p.m. and are held on the third Thursday of each month.

All new SEAC members are provided with copies of: Regulation 464/97, NNDSB Special Education Advisory Committee (SEAC) Policy (MMP#2), NNDSB Special Education Plan, NNDSB Special Education Handbook, NNDSB Special Education Parent Guide, NNDSB Educational Assistant Handbook and NNDSB Current Year's Budget.

Requirement - Selection of Members

Indicator:

Board Policy MMP#2 (1998) describes selection of members as follows:

One representative from each local association to a maximum of 12 is nominated by the local associations as in Section 1.2.1. An attempt is made to have representation from all categories of exceptionality (if available in the community). Two additional members from the community are appointed by the Board.

Requirement - Native Membership

Indicator:

Board Policy MMP#2 (1998) (1.2.3) states: one person and one alternate to represent the interests of First Nations students are nominated by band councils with which the Board has entered into agreement.

Requirement - Fulfillment of Roles and Responsibilities

Indicators:

Throughout the 2017 - 2018 school year, SEAC made the following motions:

- *“SEAC accepts Tammy Allen as Chair of SEAC.” – January 18, 2018*
- *“SEAC accepts Sharon Walker as Vice Chair of SEAC” – January 18, 2018*
- *“The motion put forward to the Board’s Budget Committee include the following recommendations from SEAC:*
 - *1. The SEAC for the NNDSB supports having Differentiated Learning Resource Teachers in all schools in order to support school level student needs.*
 - *2. The SEAC for the NNDSB supports the best possible allocation of central staff to support early intervention, testing and specialization (speech, hearing, sight, behavior, ABA) with access across the region.*
 - *3. The SEAC for the NNDSB supports the maintaining of Education Assistants across the Board to enable inclusionary practices for our highest needs students.*
 - *4. The SEAC for the NNDSB supports the continued use of the model of Flexible Education Assistants in all regions to best reflect the changing and evolving needs of students.*
 - *5. The SEAC for the NNDSB supports professional development for all staff.*
 - *6. The SEAC for the NNDSB supports the prioritizing of professional development in the areas of Learning Disabilities, A Tiered Approach to Supporting Students with Challenging Behaviour, One Page Profiles, and ABA Strategies as innovative and evidence based approaches to support Learning for all.*
 - *7. The SEAC for the NNDSB supports PD connected to Transition Planning as it connects to knowing and supporting our students according to strengths, needs and student voice.” – March 22, 2018*
- SEAC Participated in the following activities:
 - annual review of Special Education Plan.
 - development of the Board’s annual budget for Special Education.
 - review of financial statements of the Board as related to Special Education.
- *SEAC had presentations regarding the following:*
 - Special Education Staffing and Program Update 2017-18*
 - Professional Development Plans for the year*
 - Budget and Financial Reports*

- EQAO Results and Safe Schools Data
- Transition Planning
- IEP and IPRC documentation for students with Physical Exceptionalities
- New Ontario Autism Program
- Ontario Special Needs Strategy
- Assistive Technology
- Job Path
- NND SB Programs and Services
- Collaborative and ProActive Solutions Implementation Update
- Mental Health Update

- **SEAC completed a Book Study on: Special Education in Ontario – Kindergarten to Grade 12. Policy and Resource Guide. Ontario Ministry of Education, 2017.**