

**UPPER GRAND DISTRICT SCHOOL BOARD**

**BUSINESS OPERATIONS COMMITTEE**

**MINUTES**

January 12, 2010

The Business Operations Committee of Upper Grand District School Board met on Tuesday, January 12, 2010, in the Board Room at 500 Victoria Road North, Guelph, Ontario commencing at 7:00 p.m.

Trustee Busuttil, Chair, presided and the following Trustees were present: Bailey, Borden, Edwards, Moziar, Schieck, Topping and Waterston together with Student Trustees Cooper and Steau.

Present from the Administration were Dr. M.C. Rogers, Director of Education, together with Superintendents Benallick, Boswell, Fyfe, Kelly, McDonald and Wright; J. Alder, Manager of Plant Operations; D.S. Cuomo, Manager of Planning; M. McFadzen, Communications Officer; J.L. Rose, Executive Officer of Human Resources; P. Scinocca, Capital Projects Manager.

**APPROVAL OF AGENDA**

Trustee Schieck moved that the agenda be approved as printed with items 10 through 13 to be considered in camera.

The motion carried.

**APPROVAL OF MINUTES**

Trustee Edwards moved that the Minutes of the Meeting of December 8, 2009 be approved as recorded.

The motion carried.

**DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

OPEN SESSION

**INTERIM RECOMMENDATION FROM CENTRE GUELPH FI  
ACCOMMODATION REVIEW**

### Relocation of Priory Park 7/8 Program

Ms. Jennifer Bistolas, Ms. Emma Perozzo, and Ms. Valerie Smith, parent representatives on the Central Guelph Accommodation Review Committee (ARC) were in attendance. Ms. Jennifer Bistolas introduced and reviewed the report entitled, "Relocation of Priory Park 7/8 Program," providing the background, issue and rationale for the recommendation.

It was noted that the ARC reached consensus on the recommendation to relocate the 7/8 program from Priory Park P.S. to Jean Little P.S. which addresses parts of the mandate of the committee "balancing enrolments in the short and long term among other Guelph Schools (John McCrae, Edward Johnson, Paisley Road, Victory, FA Hamilton and Priory Park)," and "review the programs and grade organizations in the schools." A recommendation regarding the remainder of the mandate of the ARC will be brought forward at a future meeting.

The recommendation addresses the fact that by 2017, grade 7/8 enrolment at Priory Park would decline to a level that would not support rotary. The recommended change would provide the students the benefit of a more robust program as soon as possible. Both schools currently move on to Centennial High school in grade 9. The move of this group of students does not displace any Jean Little students and upholds the commitment to walkability (within the 4.8 km limit). If the recommendation is approved, it will allow staffing to proceed and the move to take place by September 2010.

The Priory Park school representative reported much positive feedback has been received, and the only concern raised has been around the increased walking distance for some students.

### Recommendation #1

Trustee Bailey moved this Committee recommend to the Board

THAT:

- a) the report entitled Relocation of the Priory Park 7-8 Program dated January 12, 2010 be received;
- b) the grade 7-8 students from Priory Park Public School be relocated to Jean Little Public School effective September 2010.

The motion carried

### **RESIGNATIONS, APPOINTMENTS AND RETIREMENTS**

Ms. J. L. Rose reviewed her memo "Resignations and Retirements (Appendix A and B)", dated January 12, 2010, as circulated at the meeting.

**Recommendation #2**

Trustee Moziar acknowledged the long service of the staff and moved that this Committee recommend to the Board

THAT:

- a) the report, "Resignations and Retirements" dated January 12, 2010 be received; and,
- b) the Board approve the Executive Officer of Human Resources' decisions as outlined in the report "Resignations and Retirements," dated January 12, 2010 (Appendix A and B).

The motion carried.

**HEALTH AND SAFETY REPORT**

Ms. J. L. Rose, Executive Officer of Human Resources, provided a verbal report highlighting the Health and Safety activities for January 2010. She noted that Mr. J. Bowie, Occupational Health and Safety Officer, has been working with the equipment supplier and union representatives to determine the best options for personal protective equipment for Educational Assistants. Mr. Bowie is also working with the Purchasing Department to develop an RFP for a consultant to conduct an accessibility audit. It was reported that indoor air quality concerns in some schools resulted in visits from the Ministry of Labour. In addition, ladder safety trainings are being provided to school staff.

It was clarified that with the declining number of incidents of H1N1 flu in the community and in consultation with the Public Health Department, cleaning staff has returned to the regular cleaning procedures that were in place prior to the outbreak. If there is a resurgence of the flu, the cleaning program would be ramped up again at that time.

**Recommendation #3**

Trustee Moziar moved that this Committee recommend to the Board that the verbal report on Health and Safety, as presented by Ms. J.L. Rose, Executive Officer of Human Resources, be received as information.

The motion carried.

**ORANGEVILLE PROPERTIES UPDATE**

Dennis Cuomo, Manager of Planning, provided a verbal update regarding the Orangeville Properties. On December 23, 2009, the agreement to sell the Amelia Street/Lion's Park property to the Town of Orangeville closed. In addition, lands under the arena and Day Care Centre were transferred to the Town or

Orangeville. In return, a plantation strip of land on the O.D.S.S. property was transferred to the U.G.D.S.B. from the Town of Orangeville.

An agreement has also been signed with the Town of Orangeville regarding the Diane Drive property and is expected to close on June 30, 2010. The site was originally planned for an elementary school and is currently being used by The Learning Enterprise. The Settlers Creek site was purchased which eliminated the need for the Diane Drive site for an elementary school. The sale may include the semi permanent building on the site, while the other portables will be removed.

#### **Recommendation #4**

Trustee Schieck moved that this Committee recommend to the Board that the verbal report presented by Dennis Cuomo, Manager of Planning regarding the Orangeville Properties be received.

The motion carried.

#### **OTHER BUSINESS**

##### Newspaper Articles

Following discussion, consensus supported the suggestion that, out of concern for the environment, the regular package of newspaper articles will no longer be circulated in hard copy. The articles are posted on First Class in the Educational Article folder in the Public Conference. Any Trustee wishing to receive the articles in hard copy should contact the Board Administrative Assistant.

##### Accessibility Training

A copy of the instruction for the on-line completion of the Accessibility Training was circulated at the meeting. Members were asked to complete the training prior to the January Board meeting. Anyone requiring assistance was asked to contact Trustee Busuttill.

**IN CAMERA**

**ADJOURNMENT**

Trustee Edwards moved that this Committee adjourn at 8:10 p.m. to report to the Board.

The motion carried.