

UPPER GRAND DISTRICT SCHOOL BOARD

BUSINESS OPERATIONS COMMITTEE

MINUTES

December 8, 2009

The Business Operations Committee of Upper Grand District School Board met on Tuesday, December 8, 2009, 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, Gohn, Moziar, 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; 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 Edwards 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 Waterston moved that the Minutes of the Meeting of November 10, 2009 be approved as recorded.

The motion carried.

DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

OPEN SESSION

RESIGNATIONS, APPOINTMENTS AND RETIREMENTS

Ms. J. L. Rose reviewed her memo "Resignations and Retirements (Appendix A and B)", dated December 8, 2009 as circulated at the meeting.

Recommendation #1

Trustee Moziar acknowledged the long length of service of these employees and moved that this committee recommend to the Board THAT:

- a) the report, "Resignations and Retirements" dated December 8, 2009 be received; and,
- b) the Board approve the Executive Officer of Human Resources' decisions as outlined in the report "Resignations and Retirements," dated December 8, 2009 (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 November 2009. She noted that Mr. J. Bowie, Occupational Health and Safety Officer has been working with the Special Education Department regarding equipment purchases to assist the EAs. Presentations have been given to elementary Principals and Vice-Principals regarding the use of appliances. Staff accessibility training continues to familiarize staff with customer service standards. An RFP is being developed in consultation with Purchasing for a consultant to conduct an accessibility audit of Board facilities. Mr. Bowie continues to coordinate the distribution of H1N1 related supplies. In addition, we are responding to the Ministry of Labour orders regarding trips, slips and falls and training has been provided to approximately 25 maintenance and custodial staff to reduce liability in those areas.

Recommendation #2

Trustee Topping 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.

FINAL REPORT OF BOTTLED WATER STUDY COMMITTEE

Ms. J. D. Wright introduced and reviewed the Final Report of Bottled Water Study Committee. Ms. Wright reported that, in September 2008, staff had been directed to conduct research and develop a report on the impact of a ban of bottled water sales from cafeterias and vending machines in all its facilities. The report was to include viable alternatives to bottled water and possible scenarios for implementation. The consultation process, results of a survey of Elementary and Secondary Schools, and the financial impact of a ban were highlighted.

Options for consideration (including Status Quo) were presented as well as the results of consultation to determine what might be a viable education program.

Recommendation #3

Trustee Waterston moved this Committee recommend to the Board approval of the four recommendations contained in the Final Report of Bottled Water Study Committee.

Trustees thanked staff for the comprehensive report and spoke in support of, or opposition to the motion.

Trustee Edwards moved that the Final Report of Bottled Water Study Committee be tabled until such time as we receive the nutritional guidelines from the Ministry of Education.

A recorded vote was requested by Trustee Edwards on the above motion, in accordance with Clause 66 of the Board's By-law No. 1, and this was as follows:

Yea: Trustees Borden, Edwards, Gohn and Moziar

Nay: Trustees Bailey, Busutil, Topping, Waterston, and Student Trustees Cooper, and Steau

The motion was lost.

Trustee Moziar moved an amendment to the second recommendation within the report as follows: "staff negotiate a contract beginning in September 2010 for vending machines that do not sell bottled water or other drinks in plastic bottles."

The amendment was lost.

Trustee Moziar requested that the four recommendations be considered separately.

- a) the Report, Final Report of Bottled Water Study Committee, dated December 8, 2009 (FINANCE #12009-39) be received.

The motion carried.

- b) staff negotiate a contract beginning in September 2010 for vending machines that do not sell bottled water.

The motion was lost.

- c) staff develop and implement a work plan that would adjust the flow in water fountains or retrofit existing water fountains to allow for the filling of personal water bottles beginning in 2010/11 at schools where there are no other alternatives, subject to the availability of resources.

The motion carried.

- d) staff continue to support the curricular components that teach students about the value of water as a natural resource and to work with other agencies to encourage the wise use of water.

The motion carried.

MULTI-YEAR PLAN – MAINTENANCE SERVICES

Paul Scinocca, Capital Projects Manager, introduced and reviewed the report, Operations Department, Multi-Year Plan – Maintenance Services, dated 2009 12 08. The presentation to Trustees of detailed multi-year plans is consistent with the Ministry's goal of transparency and increasing confidence in public education and will be brought forward on an annual basis. The plan reflects the priorities identified by the Ministry of Education and the Board. The objectives and related timelines as set out in Appendix A were reviewed in detail.

Trustee Waterston moved that the report re Multi-Year Plan – Maintenance Services dated 2009 12 08 be received.

The motion carried.

OTHER BUSINESS

1. Schedule of Meetings – December 15, 2009

Trustee Borden outlined the timing of meetings scheduled on Tuesday, December 15, 2009 as follows:

- Strategic Planning Trustee Workshop - 2:00 p.m. to 5:00 p.m.
- Student Discipline Committee – 5:00 p.m.
- Board In Camera Session – 6:30 p.m.
- Board Meeting 7:00 p.m.

It was noted that, due to the anticipated length of the Student Discipline Committee, the Accessibility Workshop scheduled at 6:00 p.m. will be cancelled. Ms. M. McFadzen will provide the information and instructions to Trustees to enable them to complete the training individually on line. For those who would

prefer to complete the training on site, alternate arrangements will be made in the New Year.

IN CAMERA

ADJOURNMENT

Trustee Borden moved that this Committee adjourn at 8:30 p.m. to report to the Board.

The motion carried.