

**Upper Grand District School Board  
Business Operations Committee  
Minutes**

November 10, 2020

The Business Operations Committee of Upper Grand District School Board met on Tuesday, November 10, 2020, virtually and in the Board Room at 500 Victoria Road North, Guelph, Ontario, commencing at 7:12 p.m.

The Chairperson, Trustee Ross presided, and the following Trustees were present: Bailey, Busuttil, Bedi, Campbell, Edwards, Foley, Lustgarten Evoy, MacNeil, and Topping, along with Student Trustees Taran Fournier and Kim Tran.

Present from the Administration were, Director of Education Rogers, together with Superintendents Heaslip, Lindsay, McDonald, Morrell, Regier, Slater, and Van Ooteghem, Communications Officer Loney, Executive Officer of Human Resources Rose, Student Success Lead Zen, Manager of Planning Angrish, Operations Officer Scinocca, and Manager of Operations Veit.

Trustee Ross advised of amendments to the agenda to:

1. Add the reading of "In Flanders Fields"
2. Acknowledgement of Indigenous Veteran Day
3. Update on the Director of Education Roger's retirement date, and
4. An In Camera OPSBA update.

Trustee Ross read the protocol for virtual meetings.

**Approval of Agenda**

Trustee Lustgarten Evoy moved that the agenda be approved as amended.

**The motion carried.**

**Approval of Minutes**

Trustee Bailey moved that the minutes of the meeting of October 13, 2020 be approved as printed.

**The motion carried.**

## **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

## **A Moment to Remember**

With great respect, Trustee Campbell read "In Flanders Field".

Trustee Ross advised that November 8<sup>th</sup> was the Indigenous Remembrance Day for Veterans. Based upon information that Trustee Ross researched, a summary of key information was provided to Trustees including: some 12,000 Indigenous People served in both World War I, World War II, and in the Korean War and more than 500 gave their lives. After World War II most veterans received \$6,000. and a quarter section of land (half a square mile or 160 acres). The benefits provided to Indigenous Veterans were to be administered by their own Nations and by the Federal government ministry. They often received nothing and were sent back to the Reserves. When the government distributed land, it tended to be land that was already part of their Reserves. Indigenous Veterans of World War I, World War II, and the Korean War, were rejected, denied spousal benefits, denied education and jobs, denied access to hospitals, denied rehabilitation services and received less resettlement money than other veterans. It took until 1994 for the Canadian Senate to begin an investigation."

Trustee Ross wanted to acknowledge both the Indigenous Remembrance Day as well as November 11<sup>th</sup> Remembrance Day and hoped that as we learn more about inequity in our land, that we move forward and continue to change things for everyone in an all-inclusive manner.

## **2021/22 Development Area School Assignments**

Manager of Planning Angrish noted that a Development Area (DA) is a geographically distinct area designated by the Board where students are assigned to holding schools that have space available. In some cases, DAs continue to be assigned to holding schools until a new school is built in the community. In other cases, all or a portion of a DA may be incorporated into an existing school's attendance area. Individuals who move into a DA are advised of the DA status through a clause in their Purchase of Agreement and Sale, and by a warning statement posted on subdivision signs in new residential developments. Manager of Planning Angrish also noted that temporary holding school assignments are reviewed each year. The details of the DA school assignments were included in the report, which included new information for Guelph, Centre Wellington, and the Town of Erin.

**Recommendation # 1**

Trustee Lustgarten Evoy moved that:

1. The memo entitled PLN: 20-16 “2021/22 Development Area School Assignments” dated November 10, 2020 be received.
2. The Development Area School Assignments as outlined in Appendix A to memo PLN: 20-16 “2021/22 Development Area School Assignments” be approved for the 2021/22 school year.

**The motion carried.**

**2020/2021 Budget Assumptions Update**

Superintendent Regier provided an update on the 2020/2021 Budget. The information was the latest update on the budget that was approved by Trustees in August for the 2020/2021 school year. Superintendent Regier noted that the 2020/2021 Budget that was approved by the Board reflected an Operating Deficit of \$2.0 million (0.5% of Operating Allocations) and at the time it was noted that COVID-19 related funding and expenditures was still evolving. The updated Operating Deficit is projected to \$14.2 million (3.6% of Operating Allocation). The anticipated Operating Deficit of 3.6% will require approval by the Minister, as it exceeds the current limitation of 2.0% of the Grants for Student Needs Operating Allocation. Staff will submit the necessary information to the Ministry of Education for approval. Trustees will receive updates on any new announcements that will impact funding and/or required changes to expenditures as the school board continues to respond to the needs of the system during the pandemic.

**Recommendation # 2**

Trustee MacNeil moved that the report FIN 1120-01 entitled “2020/2021 Budget Assumptions Update” dated November 10, 2020 be received.

**The motion carried.**

**Renewal Projects 2020/21**

Operations Officer Scinocca expressed appreciation for the Renewal Projects Team, led by Capital/Renewal Projects Manager Capling for the team’s work in planning and implementing all new schools, additions, major renovations, energy initiatives and equipment replacement projects in schools and administration buildings. In the Fall of each year, the Renewal plan is reviewed, revised and the work to be implemented in the current year is formalized so that design work can proceed, and this information is shared with Trustees. Each year the Board receives approximately \$6,000,000 in

Renewal funds which are intended to be used to replace building components that have reached the end of their service life. In addition to regular Renewal funding, the Ministry has provided a School Condition Improvement Grant which is approximately \$9 million for the 2020/21 school year. Details of the projects were outlined in the report. Trustees expressed thanks for the continued upkeep of schools and buildings.

### **Recommendation # 3**

Trustee Topping moved that the report entitled “Renewal Projects (2020/20210)”, CP:20-03, dated November 10th, 2020, be received.

**The motion carried.**

### **2020/21 Energy Team Action Plan**

Operations Officer Scinocca noted that the Energy Team Action Plan integrates and supports the Renewal plan, as well as some independent projects, to make schools more energy efficient. This year's plan refocuses some of the team's resources on reviewing and increasing the ventilation rates and effectiveness at school sites, encourages behavioural change, and fosters professional development. Due to COVID-19 this year, energy audits were suspended and other areas were prioritized. Trustees expressed thanks for the report and the work done to upkeep Board facilities.

### **Recommendation # 4**

Trustee Foley moved that the report entitled “2020/21 Energy Team Action Plan”, CP:20-05, dated November 10th, 2020, be received.

**The motion carried.**

### **Trustee Honoraria**

Superintendent Regier advised that the Ontario Regulation 357/06, Honoraria for Board Members, came into effect in the fall of 2006. It was amended by Ontario Regulation 436/18 on October 10, 2018. The base amount of Trustee Honoraria is limited to \$5,900 for the term of office from December 1, 2018 to November 14, 2022. Policy 105 Trustee Honoraria, has been amended to reflect this change. The average daily enrolment (ADE) from the previous year is used to calculate the enrolment amount of the Honoraria. The enrolment amount for Trustees for 2020 2021 is \$6,027 for total Honoraria of \$11,927. The Chair and Vice-Chair receive an additional base amount of \$5,000 and \$2,500 respectively. Those positions also receive an additional Enrolment Amount. Honoraria for the Chair will be \$18,649 and for the Vice Chair will be \$15,288 for December 1, 2020 to November 30, 2021.

**Recommendation # 5**

Trustee Lustgarten Evoy moved that the report FIN 1120-02 entitled “Trustee Honoraria”, be received.

**The motion carried.**

**Trustee Expenses**

Superintendent Regier presented the Trustee Expenses report which summarized Trustee Expenses from September 1, 2019 to August 31, 2020. Travel and professional development expenses were lower in 2019-2020 due to COVID-19 related restrictions.

**Recommendation # 6**

Trustee Busutil moved that the report FIN 1120-03 entitled “Trustee Expenses”, be received.

**The motion carried.**

**Retirements and Resignations**

Executive Officer of Human Resources Rose presented the retirements and resignations report dated November 10, 2020.

**Recommendation # 7**

Trustee Topping moved that the report Staff Retirements and Resignations dated November 10, 2020 be received.

**The motion carried.**

**Other Business**

Update on Director of Education’s Retirement Date

Trustee MacNeil reported that Director of Education Rogers agreed to extend her retirement date to August 2021, which was approved by the Board. Trustee MacNeil expressed thanks to the Negotiations Steering Committee for their work with Director of Education Rogers in coming to an agreement for a new retirement date of August 2021. Trustee MacNeil expressed her gratitude and thanks to Director of Education Rogers for her leadership during these challenging times and for the stability her extended retirement date will provide for the system.

**Recommendation # 8**

Trustee Topping moved that the verbal update on the Director of Education's retirement date of August 2021 be received.

**The motion carried.**

**Move to In Camera**

Trustee MacNeil moved that this Committee move In Camera.

**The motion carried.**

**In Camera**

**Adjournment**

Trustee Bailey moved that the Business Operations Committee adjourn and this meeting now close at 8:24 p.m.

**This document is available in alternative formats upon request.**