

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

March 9, 2021

The Business Operations Committee of Upper Grand District School Board met virtually and in person on Tuesday, March 9, 2021 in the Board Room at 500 Victoria Road North, Guelph, Ontario commencing at 7:00 p.m.

The Chairperson, Trustee Campbell presided, and the following Trustees were present: Bailey, Bedi, Edwards, Foley, Lustgarten Evoy, MacNeil, Ross, 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, Regier, Slater, and Van Ooteghem, Acting Superintendent Hamilton, Communications Officer Loney, Senior Manager, Human Resources Rose, Executive Officer of Human Resources Pyke, Student Success Lead Zen, Manager of Planning Angrish, and Operations Officer Scinocca.

Approval of Agenda

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

The motion carried.

Declarations of Conflict of Interest

There were no declarations of conflict of interest.

The motion carried.

Approval of Minutes

Trustee Edwards moved that the minutes of the meeting of February 9, 2021 be approved as printed.

The motion carried.

Trustee Climate Emergency Committee

Trustee Bailey advised that, at the Committee meeting held on the 16th of February 2021, it was suggested that Trustees be provided with a review of the environmental programs and initiatives currently in place at the Upper Grand DSB. It was also

requested that the Trustee Climate Emergency Committee have a page on the Trustee Portal for environmental resources to be placed, for easy access for Trustees. There were some questions regarding the scope of work requested for staff to complete. During the discussion, it was determined that the intent was to provide Trustees with a description of the environmental programs and initiatives currently in place at Upper Grand. Trustee Bailey agreed that it was an overview of the environmental programs and initiatives that was requested and agreed to a friendly amendment to the proposed motion to replace the word “review” with “overview”. In regards to the environmental information being placed on the Trustee Portal, it was noted that monthly video links and commentaries could be available to Trustees so that they would have an opportunity to view the videos and provide input, prior to the meeting where the video would be discussed.

Recommendation # 1

Trustee Bailey moved that:

1. The minutes of the Trustee Climate Emergency Committee be received and considered.

The motion carried.

2. A request be made to have an overview done for all Trustees of CELP, and the other environmental programs provided at Upper Grand, as well as an update on the 5 ECO portables.

The motion carried.

Elementary Remote School Mobility

Superintendent of Education McDonald presented the elementary remote school mobility report. He noted that, throughout the current school year, parents have had the opportunity to have their child/children move between in-school learning and remote learning. In August, September, and November, 2020, the Board offered parents the option to make a formal switch between learning models. This process was disruptive to both students and staff, resulted in additional administrative work, made it difficult for teachers to adequately assess students who moved between learning environments, and significantly impacted the relationships that had been established with students and their teachers. In order to ensure that student numbers in the classrooms remain as safe as possible and to respect the elementary class size caps, it was decided to only review wait list requests once more. The final review will be in April 2021 for those families wishing to switch learning models. Upper Grand classrooms are currently full

or near capacity, making it possible that requests to switch learning modes may not be granted for COVID safety reasons.

After April 1, 2021, students will be required to remain in their current learning model for the remainder of the school year. This will address concerns raised and provide some stability for students, staff and parents.

Recommendation # 2

Trustee Topping moved that the report entitled “Elementary Remote School Mobility” dated March 9, 2021 be received.

The motion carried.

Targeted COVID-19 Testing in Schools

Superintendent of Education Slater provided an update on the initiative from the Ministry of Education regarding targeted COVID-19 asymptomatic testing for education and community members. The Ministry of Education is responsible for the design of the program and its organization. The Ministry will also provide funding for the Ministry-approved vendor (Life Labs) to run the program locally, as well as provide ongoing support to school boards as they move through the program.

The responsibility of each Board is to provide spaces in Board facilities, and process bookings through community use of schools. Boards are also responsible for the provision of caretaking staff during times when the clinic is operating as well as for cleanup following the clinic. Boards will have input into the choice of appropriate sites, with consideration given to traffic flow, parking, availability of large spaces like gyms and cafeterias, and separate entry and exit points to reduce internal traffic flow through the school. The provision of tables, chairs, and garbage cans will also be the Board’s responsibility.

Life Labs will supply all medical equipment needed for testing asymptomatic cases. Testing will be restricted to asymptomatic cases only. Anyone with symptoms will be asked to go to another location where testing is provided for symptomatic cases. Life Labs will also monitor distancing, be responsible for sanitizing stations, enforcement of mask wearing, complete screening as required, and for the cleanup and removal of garbage.

On a weekly basis, hub clinics will be set up in various areas of the Board. The hub will be a central school open to neighbourhood schools as well as schools in the co-terminus board. These hubs will enable asymptomatic staff, students, caretakers, bus

drivers, and families in the school community to get tested. Testing is voluntary and consent will be required. One week night and two weekend time slots were suggested for each hub. In advance of the clinic opening in a neighbourhood, communication will be sent to school communities and they will be provided with an access code for a preregistration time slot for testing. Communication will be provided in multiple languages.

Trustees will receive an email identifying the areas in their community where hubs will be located. After the testing, Life Labs will send results to Public Health who will follow up, as required. Superintendent of Education Slater advised that the Board will not be receiving specific information regarding test results, but will be provided with general statistics.

Trustees expressed thanks for the report and the implementation of the COVID-19 testing program.

Recommendation # 3

Trustee MacNeil moved that the verbal report entitled “Targeted COVID-19 Testing in Schools” dated March 9, 2021 be received.

The motion carried.

2021/2022 Budget Process

Superintendent of Finance Regier presented the 2021/2022 Budget Process report. The information contained in this report covered three key areas: Budget Timelines, Ministry Funding and Guiding Principles. The first section provided an overview of the timing of key milestones associated with the development of the Budget. The second section provided a summary of preliminary planning information received from the Ministry of Education. The third section provided the Guiding Principles for Budget, which have been in place for a number of years and have provided direction in the development of the Budget. Trustees were invited to review the Guiding Principles and provide any feedback to Staff. Any significant suggested changes to the Guiding Principles will be presented to the Board for consideration. Trustees expressed thanks for the report.

Recommendation # 4

Trustee Foley moved that report FIN 0321-01 entitled “2021/2022 Budget Process” dated March 9, 2021 be received.

The motion carried.

Retirements and Resignations Report

Senior Manager, Human Resources Rose presented the report Resignations and Retirements dated March 9, 2021.

Recommendation # 5

Trustee MacNeil moved that the report entitled "Retirement and Resignations" dated March 9, 2021 be received.

Other Business

Move to In Camera

Trustee Foley moved that this Committee move In Camera.

The motion carried.

In Camera

Personnel Matter – nil report

Adjournment

Trustee Topping moved that the Business Operations Committee adjourn and this meeting now close at 8:22 p.m.

This document is available in alternative formats upon request.