



MINUTES

Board of Trustees Regular Public Meeting
January 16, 2018 5:30 p.m. Room 4E100

<u>Trustees:</u>	Julia Alleyne, Kevin Collins, Terry Coulthard, Helen Huang, Barry Pervin, Rick Volpe, Marvin Zuker,
<u>Staff:</u>	Michael O'Keefe, Director; Linda Ward, Principal; Alise Sanborn, Vice Principal; Terry Jakobsmeier
<u>Holland Bloorview Kids Rehabilitation Hospital:</u>	Stewart Wong (representing Julia Hanigsberg)
<u>Guests:</u>	Kathryn Marcus (Presenter), Linda Trimble
<u>Regrets:</u>	Julia Hanigsberg,
<u>Recorder:</u>	Elizabeth Lee
<u>Presiding:</u>	Barry Pervin, Chair

1. **CALL TO ORDER** The Chair called the meeting to order at 5:36 p.m.

2. **Presentation - Transitions**

L. Ward introduced Katheryn Marcus who presented on the Bloorview School Authority's Transitions presentation.

3. **REVIEW AND APPROVAL**

3.1 **Approval of the Agenda for the Regular Public Meeting of January 16, 2018**

MOTION: Collins/Coulthard

THAT the Agenda for the Regular Meeting of January 16, 2018 be approved as presented.

-MOTION CARRIED-

3.2 **Approval of the Minutes for the Board of Trustees Regular Public Meeting of December 5, 2017.**

MOTION: Coulthard/Collins

THAT the Minutes for the Board of Trustees Regular Public Meeting of December 5, 2017 be approved as presented.

-MOTION CARRIED-

3.3 **Approval of the Minutes for the Board of Trustees Initial/Organizational Meeting of December 5, 2017**

MOTION: Coulthard/Collins

THAT the Minutes for the Board of Trustees Initial/Organizational Meeting of December 5, 2017 be approved as presented.

-MOTION CARRIED-

4. TRUSTEE DECLARATION OF CONFLICT OF INTEREST - None

5. DELEGATIONS

- **Heather Fairley – Composition of IKP Committee** - Delegation withdrawn

6. UPDATES

5.1 HOLLAND BLOORVIEW (S.Wong)

S. Wong introduced himself and that he will be joining on a regular basis on behalf of J. Hanigsberg from the Hospital. In addition to the printed hospital report, the hospital vaccination period is now in effect and reported that the hospital has a 90% vaccination rate amongst their staff. Typical compliance hospitals report a 40-60% vaccination rate. It is expected that the flu season will be at its peak next week.

Further, he informed the Board that the hospital is working with Bloorview School to redevelop the website in the next year or so.

Lastly, he spoke to the “Capes for Kids” campaign that was launched as a fundraiser for the kids. The campaign asks people to ask for a pledge to wear a cape in the first week of March. Last year, their fundraiser raised \$300,000 and they hope that this year it will be more.

5.2 PRINCIPAL’S REPORT (L. Ward)

L. Ward thanked M. Zuker, J. Alleyne, and B. Pervin for joining the school at our Holiday Festival that showcased the student’s talents and capabilities.

J. Alleyne asked what percentage of Bloorview school staff has been vaccinated. Approximately 91.5% of the Bloorview school staff has been vaccinated this year and those that have chosen not to vaccinate are required to wear masks. Discussion ensued.

L. Ward said that someone from the hospital foundation will be coming to the school council meeting to speak about the “Capes for Kids” campaign.

In addition, L. Ward stated that players from the Blue Jay’s development team came to the school today; the older students went to the gym and participated in activities with the team, while the younger students were visited by the players in their classroom. L. Ward is hoping to work together to have the Grey Cup also come visit the school. Both of these activities are coordinated through the hospital foundation.

L. Ward said that we are two weeks away from having an author, Paul Harbridge, visit the grade 4 to 8 classes to engage the students with the reading; the students will also be receiving a copy of his book.

Lastly, L. Ward shared that the school staff have undertaken the Book Club to study a book about how to better use social media (i.e. Twitter) to assist with engaging with the parents.

5.3 DIRECTOR'S REPORT (M. O'Keefe)

The Director's report was distributed and in addition, the Director thanked all for their hard work in preparing for the holiday concert. The Director wanted to congratulate all the staff involved in making the holiday concert a success and thank the Trustees that were able to attend.

At the end of the concert, he was approached by a family member of a student at BSA who was impressed and pleased with what we are doing at the school. The individual wanted to show his appreciation and asked how he can make a donation to the school, the Director provided his business card and we received a very generous donation from him. The Director expressed that he would like to do something significant with the monetary donation and surveyed the Trustees for ideas, discussion ensued. The Director will reach out to the donor and discuss his preferences as to where he would like the donation to go in the school and to bring back the ideasto the Board for further discussion.

6. ACTION/INFORMATION ITEMS

6.1 Review and Discussion of Board Self Assessment (J. Alleyne)

J. Alleyne said that she will be deferring 6.1 to the February meeting as a rubric has not been created yet.

6.2 IKP review – Update (R.Volpe)

R. Volpe said that he did not have anything to add to the update, he expected delegations but there have not received a response to his inquiry.

T. Coulthard asked if R. Volpe was aware of what the delegation was regarding; R. Volpe said that there are three groups in the committee discussing different topics. One of the groups was looking into tuition and private funding for individual students; he believes this is the group that was going to conduct the delegation. Discussion ensued.

J. Alleyne requested if the report from the December IKP meeting was submitted and if it could be included in the February board meeting package. The Director confirmed that it would be sent in the February board meeting package.

The Chair said that he expected from now until May, the Board would receive some recommendations from the IKP committee as that is the last possible date. J. Alleyne said that we are open to having it sooner in April. R. Volpe stated that he will put a motion forward to the committee.

6.4 Committee reports/matters

Barry reminded the Board that we do require chairs for the different committees.

(1) Policy Committee – Report – Policy Revisions

T. Coulthard agreed to be Chair for the Policy Committee.

The Director presented the policy revision package to the Board with six motions. The Chair suggested reviewing the policies individually to be passed. The Director reviewed each policy and discussion ensued.

Motion: Huang/Zuker

That the Board approve the revised policy GOV 002 - Finance and Audit Committee Policy.

-MOTION CARRIED-

Motion: Huang/Zuker

That the Board approve the revised policies for HR 001 - Workplace Harassment, HR 002 – Health and Safety, HR 003 - Respectful Learning and Working Environment, and HR004 – Violence in the Workplace.

-MOTION CARRIED-

Motion: Alleyne/Huang

That the Board approve the New Policy OPR 001 – Records Management and Retention subject to the review and approval with the hospital.

-MOTION CARRIED-

(2) Finance and Audit Committee – Quarterly Statements (Sept – Nov)

K. Collins confirmed as the Chair for the Finance and Audit Committee. K. Collins stated that the first quarter cash flow is high, however there were still outstanding invoices in November that needed to be cleared. In addition the government payables are still outstanding because they are not removed until later in the year. Currently there are no red flags. The Finance and Audit Committee meeting went very well and found everything to be in good shape for the first quarter for our financial position and in operations.

(3) Playground Committee – Update

The Director stated that this is currently on hold until further direction. BSA is currently working on the memorandum of understanding and further update will be provided in the February board meeting.

(4) Bursary committee – No report

(5) Discipline Committee – No report

6.5 Strategic Directions Update

- Implementation guide

- 2017/18 focus, strategies, success indicators and goals (B. Pervin)

The Chair asked if there were any questions, comments or suggestions regarding the strategic directions. There were none. The Chair stated that he hopes to have the timeframe and information brought to each board meeting to speak to the updates and general. He also added that the strategic directions need to relate to the direction and focus. The Director said that he will use the implementation guide to direct where we need to focus on for our board meetings and provide regular updates to the Board.

7. TRUSTEE ENQUIRIES

T. Coulthard asked about the annual School council report from last year and if it should be coming to the Board/sent to the Trustees. L. Ward confirmed that the report came out last June and will be sent to the Trustees.

T. Coulthard asked if we can get the strategic plan on our school website and had a few issues accessing information on the website. Discussion ensued. L. Ward stated that she will work with the hospital to better organize the school website and will have further information on the school website.

J. Alleyne asked about the Trustee email addresses, the Director confirmed that emails have been created and will work on having the emails posted on the website once it has been confirmed that everything works.

8. ITEMS OF INTEREST

- Action After Board (Dec 5, 2017)

The Director stated the actions have all been completed with the exception of the board assessment that will be deferred.

9. CORRESPONDENCE - None

10. IN CAMERA

The In Camera Meeting called to order at 7:27 p.m.

11. PENDING ITEMS

Meeting Evaluation

The Chair asked if the Board could provide an evaluation based on this Board Meeting. Discussion ensued during the In Camera meeting.

12. NEXT MEETINGS - February 6, 2018

13. MOTIONS/ITEMS BROUGHT FORWARD FROM IN-CAMERA

14. ADJOURNMENT

MOTION: Volpe/Alleyne

THAT the Public Meeting be adjourned at 7:25p.m.

-MOTION CARRIED-