



## Minutes

Board of Trustees Regular Public Meeting  
September 19, 2017 5:30 p.m. Room 2W625

Trustees: Julia Alleyne, Terry Coulthard, Barry Pervin, Rick Volpe, Marvin Zuker,

Staff: Michael O'Keefe, Director; Linda Ward, Principal; Alise Sanborn,  
Vice Principal;

Holland Bloorview Kids  
Rehabilitation Hospital:

Guests:

Regrets: Kevin Collins, Julia Hanigsberg,

Recorder: Stella Dizes

Presiding: Julia Alleyne, Chair

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**1. CALL TO ORDER** The Chair called the meeting to order at 5:49 p.m.

## **2. PRESENTATIONS**

Some suggestions for future presentations were discussed including:

- bringing to life what is going on in the school
- themes that come out of the weekly huddle meetings
- research being done at the school and/or in partnership with the hospital or other Section 68 Schools
- tying presentations to the Strategic Plan

## **3. REVIEW AND APPROVAL**

### **3.1 Approval of the Agenda for the Public Meeting of September 19, 2017**

**MOTION: Coulthard/Pervin**

**That** the agenda for the Public Meeting of Sept 19, 2017 be approved as presented with the removal of Item 3.3(Declaration and Oath) since approval from the Education Minister re: Helen Huang's appointment to the Bloorview School Authority Board of Trustees has not yet been received.

### **3.2 Approval of the Minutes for the Board of Trustees Regular Public Meeting of June 6, 2017**

**Motion: Volpe/Zuker**

**That** the minutes for the Board of Trustees Regular Public Meeting of June 6, 2017 be approved as presented.

**4. TRUSTEE DECLARATION OF CONFLICT OF INTEREST- None**

**5. DELEGATIONS - None**

**6. UPDATES**

**6.1 HOLLAND BLOORVIEW ( J. Hanigsberg)-copy of the Report was provided in the agenda package**

**6.2 PRINCIPAL’S REPORT (L. Ward)-copy of the Report was provided in the agenda package**

L. Ward introduced the new Vice Principal, Alise Sanborn to the Board of Trustees. In addition, she shared with the trustees some of the protocols followed regarding busing, in light of the busing delays and disruptions experienced by many of the GTA Boards over the last few years. L. Ward also shared that the Ministry of Education has announced upcoming fall consultation process to put together a renewed vision meant to improve the delivery of student transportation. Trustees asked if we could contact TDSB for assurances that Criminal Background Checks are done on all transportation services employees/providers,

**6.3 DIRECTOR’S REPORT (M. O’Keefe)-copy of the Report was provided in the agenda package**

Question was asked regarding the process for the Board to provide input to the committees that are reviewing Curriculum, report cards and EQAO assessments. M. O’Keefe thought it can be done through OPSBA or through direct input. M. O’Keefe also discussed how the upcoming trustee selection process coincides with the municipal election in the fall of 2018. Trustees recommended that the process begin at least 6 months prior to the required approval date (Dec 2018)

**7. ACTION/INFORMATION ITEMS**

**7.1 Review and Discussion of Board Self Assessment**

The Chair went over the process of her review of the assessment and how she looked for consistency between the 28 items, as well as where the results were divided amongst the group. The Chair suggested that the Board could go over a couple of items at each Board Meeting. A question was posed regarding how often the Board should do a Self-Assessment. Chair indicated Best Practice is one long assessment per year with a short assessment after each Board Meeting. Chair also suggested they choose 5 from the 28 areas: map self-assessment to Strategic plan. The Chair and Director will follow up.

**7.2 IKP review – Report regarding committee**

The Director indicated that the Board had not yet heard from R. Messina regarding co-chairing the IKP review Committee. Trustee Volpe accepted the offer to co-chair and indicated that he was sure that R. Messina will also accept based on conversations they had over the summer. R. Volpe will also draft the written Terms of Reference for the committee. M. O’Keefe and L. Ward will reach out to BSA staff, as well as pre-schools to solicit membership for the committee.

### **7.3 Committee reports/matters**

**(1) Policy Committee – No Report**

**(2) Finance and Audit Committee**

**Reports**    **3<sup>rd</sup> quarter Financial Position – May 2017**  
                 **3<sup>rd</sup> quarter Statement of Operations – may 2017**

**Notes from Finance and Audit committee meeting-copy provided in the Agenda package**

M. O’Keefe spoke to the reports and provided clarifications and updates regarding the Statement of operation report. M. O’Keefe referred trustees to the Minutes of the Bursary Committee Meeting of June 26, 2017 for more information.

**(3) Playground Committee-L. Ward indicated that the next meeting was scheduled for Sept 21.**

**(4) Bursary committee – minutes of last meeting including award recipients**

**(5) Discipline Committee-no report**

**(6) License and Services Committee ( See In Camera Agenda)**

### **7.4 Strategic Directions Update**

**- Report - Roll out of Strategic plan**

The Director indicated that although the school/board have already begun to use it, the plan has not been formally announced. A discussion ensued regarding the possible ways the Strategic Plan could be communicated to all stakeholders with the Direction to the School to have some kind of a focused event, posters in the School and on the website.

**- Implementation plan -2017/18 focus, strategies, success indicators and goals**

Trustees will provide feedback on the 17/18 implementation of the Strategic Plan. B. Pervin will start the feedback document and the other Trustees will add to B. Pervin’s document. This document will be brought forth at the next Board Meeting for discussion.

**8:20 PM - Chair asked for an extension of the meeting to 9pm-approved by consensus**

### **7.5 Board Presentations – Discussion regarding possible presentations at future board meetings-Chair spoke to this item at the beginning of the meeting**

## **9. TRUSTEE ENQUIRIES**

- **Cheque signing procedures ( R.Volpe)**

R. Volpe would like to bring back the process of having a Trustee signature on any cheque over \$1,000. the Director spoke to the past process, as well as the new process that was approved whereby, the Chair of the Finance and Audit committee does a monthly oversight of the registry. It was decided that this item be referred to the Finance and Audit Committee for another review.

## **10. ITEMS OF INTEREST**

- Action After Board (June 2017)-document provided in the Agenda Package**

## **11. CORRESPONDENCE-copies provided in the Agenda package**

- **To R. Messina regarding IKP committee**
- **Ministry document – Multi-Year Strategic Planning (guide)**
- **Ministry document – Multi-Year Strategic Planning (resources)**

## **12. PENDING ITEMS-none**

- 13. NEXT MEETINGS** - October 24, 2017  
- November 7, 2017

The decision to maintain or cancel the November 7<sup>th</sup> meeting will be made on Oct 24<sup>th</sup>.

## **14. IN CAMERA**

- 15. MOTIONS/ITEMS BROUGHT FORWARD FROM IN-CAMERA -none**

- 15. ADJOURNMENT: 9:14p.m.**