



## MINUTES

Board of Trustees Public Meeting  
November 1, 2016 6:30 p.m., Room 2W625

<u>Trustees:</u>	Terry Coulthard, Barry Pervin, Rick Volpe, Marvin Zuker
<u>Staff:</u>	Michael O'Keefe, Director Linda Ward, Principal; Deanne Cape, Vice Principal
<u>Holland Bloorview Kids Rehabilitation Hospital:</u>	Julia Hanigsberg (CEO) Lynda Torneck
<u>Regrets:</u>	Rachee Allen, Chair; Kevin Collins; Julia Alleyne
<u>Recorder:</u>	Danielle Kennedy
<u>Presiding:</u>	Marvin Zuker, Vice Chair

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### **PRESENTATION: Art Program (Daniel Rowles)**

Trustees visited the Art room with Teacher D. Rowles and Educational Assistant C. Umetsu for a tour and hands-on presentation.

Legal firm representatives from Miller Thomson, Hicks Morley, and Shibley Righton introduced themselves, distributed handouts/power point presentation and gave an overview of their backgrounds, experience, areas of expertise and services they could provide to Bloorview School Authority should they be the successful recommended legal firm.

Miller Thompson Representatives – Nadya Tymochenko and Gillian Tuck Kutarna  
Hicks Morley Representatives – John-Paul Alexandrowicz and Dianne Jozefacki  
Shibley Righton Representative – Sheila MacKinnon

Responses were provided to trustee questions and enquiries.

#### **1.0 CALL TO ORDER**

Vice-Chair M. Zuker, called the meeting to order at 8:19 p.m.

#### **2.0 REVIEW AND APPROVAL**

##### **2.1 Approval of the Agenda for the Public Meeting of November 1, 2016**

##### **MOTION: Volpe/Coulthard**

**THAT** the Agenda for the Public Meeting of November 1, 2016 be approved.

**-MOTION CARRIED-**

## 2.2 Approval of the Minutes of the Board of Trustees Regular Public Meeting of September 27, 2016.

### **MOTION: Volpe/Pervin**

THAT the Minutes of the Board of Trustees Regular Public Meeting of September 27, 2016 be approved.

**-MOTION CARRIED -**

### **3.0 TRUSTEE DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict.

### **4.0 DELEGATIONS**

There were no delegations.

### **5.0 HOLLAND BLOORVIEW UPDATE (J. Hanigsberg)**

A written report was provided in the package for review. J. Hanigsberg responded to questions regarding the written report.

### **6.0 REPORTS**

#### **6.1 Principal's Report**

L. Ward responded to questions arising from the Principal's report that was included in the package.

Laura Ritchie is the Chair of the School Council. There is two Vice Chairs – Heather Whitman and Cherilee Garafano.

In addition to the report included in the package, on Friday, October 28, 2016, BSA hosted 82 high school teachers from York Region Catholic DSB. It was a successful venture for BSA which provided an opportunity to highlight our work with students. BSA ran several sessions including disability awareness, acquired brain injury and transitions, the Rick Hansen program, students with persistent pain and highlighted the Get up and Go Program. The common theme and goal was awareness, inclusion, strategies we use, what we've learned, and how they can be applied in a regular program and classroom. Participant feedback was shared with trustees.

L. Ward responded to a trustee enquiry about staff being included. The intended audience was for high school teachers but BSA new staff members were invited and did attend.

A draft format handout on the IET referral process was distributed. Staff and therapists were involved in the development of the process. The plan is to share the information with physicians and a draft copy was shared with the school council. L. Ward commented that it is in the very beginning stage and is seeking input from stakeholders. The goal is to provide clarity on the process.

A trustee concern was made about the specificity of examples provided in the document. A suggestion was made to re-consider the examples and that the same goal can be reached without specifics. M. O'Keefe indicated the intent was to provide clarity on the examples provided. Consideration will be given to seeking legal advice. L. Ward commented that the goal is to be a collaborative process between family and therapists. This year a notice will be included in the documentation that not all applicants will be accepted.

A discussion ensued.

## 6.2 Director's Report

M. O'Keefe responded to questions arising from the Director's report that was included in the package. A reminder that the next board meeting starts at 5:00 p.m., Tea starts at 3:30 p.m. A list of potential dates for upcoming meetings was distributed – the dates were checked to accommodate religious holidays. The Minister of Education is coming to visit the hospital and school and has requested a tour – date TBD. The Robotics Program Media event is Saturday, November 12, 2016 and the Minister will be attending.

Updates for policy binders were distributed.

## 7.0 ACTION/INFORMATION ITEMS

### 7.1 Policy Revisions

The Policy Committee reviewed approximately 8 policies, which were included in the package. The report included a motion to approve them.

A suggestion was made to amend the Digital Citizen Policy to read the following on the first page under Responsibilities:

"It is the responsibility of all staff and students to follow the guidelines as outlined herein."

A suggestion was made to amend the Employee and Community Partners Conflict of Interest Policy to remove the last sentence in 2.15:

"The name of a tutor may be suggested if requested by the parent/guardian of the student(s)."

A recommendation was made that the Human Rights Policy be amended to include reference to the Occupational Health & Safety Act.

A recommendation was made to refer Dealing with Abuse and Neglect of Students and the related Procedure back to the Policy committee for further review.

It was noted that there are a few typographical errors in the Safe Welcome Program Policy, under Guidelines.

#### **MOTION: Coulthard/Volpe**

**THAT** all Policies including amendments except Dealing with Abuse and Neglect of Students and the related Procedure be approved.

**-MOTION CARRIED-**

#### **MOTION: Volpe/Coulthard**

**THAT** Policy SHSM.001 "Dealing with Abuse and Neglect of Students" and the related Procedure HS – 1 "Abuse and Neglect Procedures" be referred back to the Policy committee for further discussion.

**-MOTION CARRIED-**

## **7.2 Legal RFP**

It was suggested to wait until the next meeting to make a decision.

## **7.3 Discussion regarding Governance Session**

A recommendation was made for the OESC representative to come to a meeting of the board and further the discussion.

## **7.4 Strategic Plan (T. Coulthard)**

Parent communication note was included on the website, parents received a hard copy and all staff received a copy.

## **8.0 FINANCE (K. Collins)**

T. Jacobsmeier reported Price Waterhouse Cooper auditors were here from October 11 – 14, 2016 to complete the BSA Audit.

The preliminary projection of \$300,000 surplus is a result of salary adjustments. Financial statements will be presented at the December Board Meeting.

## **9.0 TRUSTEE ENQUIRIES**

There were no trustee enquiries.

## **10.0 ITEMS OF INTEREST**

There were no items of interest.

## **11.0 CORRESPONDENCE**

- OPSBA Symposium
- Letter from Minister of Education
- Potential Meeting Dates

L. Ward to follow up on a trustee request to receive a copy of the Annual School Council Report.

A comment was made regarding the Minister's letter referring to previous correspondence about a conflict of interest and enquired as to the possibility of the board seeing the correspondence referenced in the letter.

M. O'Keefe to follow up with R. Allen with regards to prior correspondence.

## **12.0 NEXT MEETINGS**

Tuesday, December 6<sup>th</sup> at 5:00 p.m.

## **13.0 IN CAMERA**

### **MOTION: Volpe/Coulthard**

THAT the Board move to the In Camera Meeting at 9:40 p.m.

**-MOTION CARRIED-**

## **14.0 ADJOURNMENT**

### **MOTION: Volpe/Coulthard**

THAT the Public Meeting be adjourned at 9:40 p.m.

**-MOTION CARRIED-**