



## COMMITTEE OF THE WHOLE PUBLIC REPORT PUBLIC

Tuesday, March 5, 2019, 7:30 pm  
Board Room  
Administration Building  
133 Greenbank Road  
Ottawa, Ontario

Trustees Present: Erica Braunovan, Donna Blackburn, Rob Campbell, Chris Ellis, Lyra Evans, Mark Fisher, Wendy Hough, Jennifer Jennekens, Keith Penny, Sandra Schwartz, Lynn Scott  
Isaac Glassman (Student Trustee), Samantha Lin (Student Trustee)

Staff Present: Camille Williams-Taylor (Director of Education), Brett Reynolds (Associate Director), Mike Carson (Chief Financial Officer), Michele Giroux (Executive Officer, Corporate Services), Janice McCoy (Superintendent of Human Resources), Peter Symmonds (Superintendent of Learning Support Services), Nadia Towajj (Superintendent of Instruction), Pamela LeMaistre (Manager of Human Resources), Kevin Gardner (Manager of Financial Services), Katrine Mallan (Manager of Board Services), Diane Pernari-Hergert (Manager of Communications & Information Services), Sharlene Hunter (Communications Coordinator), John MacKinnon (Audio-Visual Technician), and Amanda Rock (Committee Coordinator)

Non-Voting Representatives Present: Cathy Bailey (OSSTF Teachers/Occasional Teachers), Elizabeth Kettle (ETFO), Christine Moulaison (OCASC), Andrew Nordman (OCEOC Alternate), Steven Spidell (OCSSAN Alternate),

### 1. Call to Order - Vice-Chair of the Board

Vice-Chair Braunovan called the meeting to order at 7:33 p.m. She acknowledged that the meeting is taking place on unceded Algonquin Territory and thanked the Algonquin Nations for hosting the meeting on their land.

2. Approval of Agenda

**Moved by** Trustee Campbell

**THAT the agenda be approved.**

**Carried**

3. Briefing from the Chair of the Board

Chair Scott advised that the OCDSB is seeking two community representatives to serve on its Parent Involvement Committee (PIC). Individuals or organizations who may be interested are encouraged to submit an application. For more information about the PIC, eligibility criteria and the submission process, please visit the District's website.

Chair Scott advised that nominations for the OCDSB Community Member Recognition Awards are now open. This is an opportunity to recognize a community member, parents, volunteer, or business partner in your school or community who makes a difference. Online nomination forms must be completed no later than 29 March 2019. The awards will be presented at the Volunteer Appreciation Reception on 13 June 2019 at the Confederation Education Centre.

Chair Scott advised that the Ontario Public School Boards' Association (OPSBA) Education Labour Relations and Human Resources Symposium takes place on 04 and 05 April 2019 in Toronto. This professional development opportunity is available to trustees, directors of education, and senior human resources and labour relations staff. Further information is available on the OPSBA website.

Chair Scott advised that 08 March 2019 is international Women's Day. The District supports 2019's campaign theme of #BalanceforBetter which provides a unified direction to guide and galvanize action to build a gender-balanced world. Students in schools are challenging gender stereotypes and bias, thinking about careers in science, technology, engineering and math and celebrating achievement.

4. Briefing from the Director

Director Williams-Taylor announced that Eric Hardie was the successful candidate for the position of Superintendent of Instruction. Eric's first day in this new role will be 08 April 2019. He has fourteen years of K-12 leadership in urban and rural settings and is currently the Principal of Experiential Learning in the Upper Canada District School Board.

Director Williams-Taylor advised that students from the Earl of March Secondary School and Gloucester High School had the honour of performing at a Black

History Month Gala during the week of 04-08 March 2019. The event was sponsored by the Association Canadienne pour la Promotion des Héritages Africains to pay tribute to people of African descent who have distinguished themselves by their commitment to their community.

## 5. Delegations

### 5.1 Carmela Parent, Re: Ontario Autism Program

Carmela Parent is a parent speaking in support of Trustee Blackburn's motion which will be dealt with later in the meeting. She expressed the view that the Ministry of Children, Community and Social Services should reconsider its new recommendations to the Ontario Autism Program (OAP). She queried how the Board was going to address the emerging issues should the recommendations be implemented on 01 April 2019.

### 5.2 Savia Javed, Re: Ontario Autism Program

Sadia Javed is a parent of a five year old daughter speaking in support of Trustee Blackburn's motion. She expressed the opinion that the province did not consult or do an impact assessment with stakeholders. She does not support the new recommendations for the OAP.

In response to queries from Trustee Ellis, Ms. Javed stated that her daughter will not be able to return to a regular classroom setting and that her family will not be able to afford the costs of Intensive Behavioural Intervention (IBI) should the new recommendations be implemented.

### 5.3 Stephanie Brousseau, Re: Ontario Autism Program

Stephanie Brousseau is a parent of a four year old son and is in support of Trustee Blackburn's motion. Ms. Brousseau advised that her son functions at a low cognitive level and requires one-on-one support. She queried how the District is going to keep students safe in the classroom when some children with Autism Spectrum Disorder (ASD) do not have the cognitive function to know their boundaries.

### 5.4 Kate Logue, Re: Ontario Autism Program

Kate Logue is a parent of two children with autism and is in support of Trustee Blackburn's motion. She stressed that the Board urge Minister MacLeod to reconsider the new OAP funding policy she is putting forward. Ms. Logue advised that her children have different sets of needs. She expressed concern over how many children will be supported, how they will reach their full potential, and how families will afford the services their children need.

In response to a query from Trustee Fisher, Ms. Logue suggested that the Board hire more educational assistants (EAs), provide more training on how to manage students with autism, and familiarize staff with the basic principles of ABA (Applied Behaviour Analysis).

5.5 Jen Sturgeon, Re: Ontario Autism Program

Jen Sturgeon is a parent of an eight year old son who has severe autism. He was immediately placed on an IBI waitlist for services five years ago. Ms. Sturgeon and her family paid for private occupational therapy and sensory integration to prepare her son for a classroom setting. Upon entering school many of his issues had significantly improved. Ms. Sturgeon advised that due to inflexible school policies and regulations and a lack of EAs her son's coping and soothing strategies could not be accommodated. His behaviour regressed. She supports Trustee Blackburn's motion and urges the Minister of Children, Community and Social Services to reconsider the new OAP.

6. Matters for Action:

6.1 Notice of Motion, Re: Cap on Trustee Carryforwards, Trustee Blackburn

Having given notice, Trustee Blackburn moved as follows:

Moved by Trustee Blackburn,

WHEREAS P.005.GOV permits individual trustees to carry forward their unspent trustee expense funds to the following fiscal year;

WHEREAS large carryforwards year-to-year may tie up funds unnecessarily;

WHEREAS trustees are accountable for the responsible stewardship of resources;

*THEREFORE be it resolved:*

THAT clause 2.13 of P.005.GOV Board Member Expenses and Support Services be amended to read:

The Board may authorize, before 31 August in any year, a carryforward of unspent funds, not to exceed \$2,500, in Board members' individual accounts under this policy upon submission of written requests from individual trustees outlining the rationale for such carryforward, save that, in an election year, any such funds carried forward must be used prior to the end of the Board's term of office.

Trustee Blackburn highlighted the following reasons for bringing forward the motion:

- Trustees should model fiscal accountability and responsibility;
- Other boards do not allow carry forwards; and
- Trustees expense accounts are generous compared to other boards.

In response to queries from trustees, staff confirmed that carryforwards could be used for professional development and community outreach and not exceed \$2500.

An amendment moved by Trustee Campbell,

THAT "The Chair of the Board" replace "The Board".

Chair Scott agreed that there should be a mechanism for approving carryforwards but expressed concern that she may have difficulty approving carryforwards without a good reason. CFO Carson clarified that the Board does not approve carryforwards and that they are automatic.

Trustee Campbell withdrew his amendment.

Trustee Ellis indicated that he would not support the motion because of his experience during the Eastern Accommodation Review. He expressed the opinion that the most effective way of contacting the community is through a mail drop which incurs higher costs and noted that his postal expenses were approximately \$2500. Trustee Schwartz pointed out that trustees' funds are public funds and should be used appropriately on an annual basis. She noted that there were queries with regard to the mail drop during the Eastern Accommodation Review. On a point of privilege, Trustee Ellis clarified that the mail drop was deemed appropriate during the Eastern Accommodation Review. Chair Scott explained that each trustee uses their funds differently and is expected to budget wisely.

An amendment moved by Trustee Penny,

THAT the following be added to clause 2.13 "should a trustee have a demonstrable need to carryforward more than \$2500, they may apply to the Chair of the Board for approval to exceed this amount."

Trustee Penny stressed that there may be occasions where a trustee may need flexibility to carryforward more than \$2500. The amendment may be a way to achieve flexibility with regard to carryforwards.

Trustee Blackburn expressed concern over the objectivity of any Chair of the Board when approving carryforwards exceeding \$2500. In response to a query from Trustee Blackburn, CFO Carson advised that he was not aware of any formal mechanism for sharing trustee funds. Chair Scott reiterated her concern for the Chair having the responsibility to approve carryforwards exceeding the amount of \$2500.

Moved by Trustee Penny,

THAT the following be added to clause 2.13 "should a trustee have a demonstrable need to carryforward more than \$2500, they may apply to the Chair of the Board for approval to exceed this amount."

Defeated

Trustee Blackburn indicated that she would like to continue the discussion with regard to how trustees spend their funds in the future. She expressed the opinion that the Policy P.005.GOV should be reviewed. In response to Trustee Blackburn's comments, Vice-Chair Braunovan clarified that the Board of Trustees is not permitted to spend advertising funds during an election campaign.

Executive Officer Giroux advised that Policy P.005.GOV has a specific directive under section three that states no expenses related to a municipal election campaign can be charged to a Board member's account.

**Moved by** Trustee Blackburn

**THAT clause 2.13 of P.005.GOV Board Member Expenses and Support Services be amended to read:**

**The Board may authorize, before 31 August in any year, a carryforward of unspent funds, not to exceed \$2,500, in Board members' individual accounts under this policy upon submission of written requests from individual trustees outlining the rationale for such carryforward, save that, in an election year, any such funds carried forward must be used prior to the end of the Board's term of office.**

**Carried**

a. Supplemental Information: Memo 19-019 Trustee Carryforwards

Provided for information.

6.2 Notice of Motion, Re: Ontario Autism Program, Trustee Blackburn

Having given notice, Trustee Blackburn moved as follows:

Moved by Trustee Blackburn,

WHEREAS the Ontario government has introduced changes to the Ontario Autism Program effective 01 April 2019;

WHEREAS the Ontario Public School Boards' Association (OPSBA) has expressed its concerns to Ministers Thompson and MacLeod in a letter dated 26 February 2019 about the planned changes to the Ontario Autism Program and the potential impact of those changes on the supports that school boards will be able to provide for students with autism; and

WHEREAS the planned changes to the Ontario Autism Program will not adequately meet the needs of students with autism and will put extra pressure on the limited resources of school boards;

*THEREFORE be it resolved:*

THAT the Chair of the Ottawa-Carleton District School Board write a letter to Minister Thompson, Ministry of Education, and Minister MacLeod, Ministry of Children, Community and Social Services:

A. To endorse the position of the Ontario Public School Boards' Association (OPSBA) regarding the impact of the planned changes to the Ontario Autism Program on school boards as expressed in the letter dated 26 February 2019;

B. To request that the Ministers reconsider the planned changes to the Ontario Autism Program with respect to the impact that these changes will have on the ability of school boards to meet the needs of students with autism;

C. To advocate that both Ministers meet with OPSBA representatives to discuss the impact of the changes on school boards and the ability of school boards to provide service to students with autism.

Trustee Blackburn thanked the parents for their delegations and noted her respect for their tenacity and trust that the District has listened to their concerns. She expressed the hope that the government will also listen to their concerns and meet the needs of children with autism.

In response to a request regarding additional supports the Board would be asked to provide as a result of the planned changes, staff advised that they would work with schools and families to plan transitions recognizing that there is a wide variety of needs for students with autism. At the present time, it is difficult to assess the scale of changes that may be coming because the number of students who would be affected and the timeline for their transition is not yet known. Staff is encouraging parents to communicate with their children's home schools about their requirements.

An amendment moved by Trustee Ellis,

THAT the following Part D be added to the motion:

D. THAT the District track attendance changes for students with ASD due to the planned changes to the Ontario Autism Program as expressed to the Ministers in the letter dated 26 February 2019 from 01 April 2019 to end of 2018-19 school year and report by 24 September 2019.

Trustee Ellis submitted that having this information would allow the Board to assess the impact of the changes and advocate for additional resources.

Director Williams-Taylor advised that significant staff resources would be required to adjust the way the District collects attendance data, and it would not be possible to make comparisons with data collected prior to 01

April 2019. Superintendent Symmonds added that the funding changes would take place over several months, and students with autism have a wide range of needs.

*A sub-amendment moved by Trustee Lyra Evans,*

*THAT “due to the planned changes to the Ontario Autism Program as expressed to the Ministers in the letter dated 26 February 2019” be deleted.*

*Carried*

Moved by Trustee Campbell,

THAT the amendment to add Part D to the motion, as sub-amended, be referred to staff pending additional consideration.

*An amendment moved by Trustee Schwartz,*

*That “prior to presentation at the Board meeting on 26 March 2019” be added to the motion.*

*Carried*

**Moved by Trustee Campbell,**

**THAT the amendment to add Part D to the motion, as sub-amended, be referred to staff pending additional consideration prior to presentation at the Board meeting on 26 March 2019, viz:**

**“An amendment moved by Trustee Ellis,**

**THAT the following Part D be added to the motion:**

**D. THAT the District track attendance changes for students with ASD from 01 April 2019 to end of 2018-19 school year and report by 24 September 2019.”**

**Carried**

With respect to the letters to the Ministers, it was suggested that the Chair request a meeting with Minister MacLeod to discuss the impact of proposed changes to Ontario Autism Program on the OCDSB and that the letter be sent as soon as possible. Chair Scott advised that a draft letter would be circulated to trustees prior to sending it later this week.

**Moved by Trustee Blackburn**

**THAT the Chair of the Ottawa-Carleton District School Board write a letter to Minister Thompson, Ministry of Education, and Minister MacLeod, Ministry of Children, Community and Social Services:**



**A. To endorse the position of the Ontario Public School Boards' Association (OPSBA) regarding the impact of the planned changes to the Ontario Autism Program on school boards as expressed in the letter dated 26 February 2019;**

**B. To request that the Ministers reconsider the planned changes to the Ontario Autism Program with respect to the impact that these changes will have on the ability of school boards to meet the needs of students with autism; and**

**C. To advocate that both Ministers meet with OPSBA representatives to discuss the impact of the changes on school boards and the ability of school boards to provide service to students with autism.**

**Carried**

**7. Reports from Statutory and Other Committees**

**7.1 Parent Involvement Committee, 20 February 2019**

**Moved by Trustee Hough,**

**THAT the Parent Involvement Committee report, dated 20 February 2019, be received.**

**Carried**

**7.2 Indigenous Education Advisory Council, 21 February 2019**

**Moved by Trustee Hough,**

**THAT the Indigenous Education Advisory Council report, dated 21 February 2019, be received.**

**Carried**

**7.3 Special Education Advisory Committee, 25 February 2019**

**Moved by Trustee Jennekens,**

**THAT the Special Education Advisory Committee report, dated 25 February 2019, be received.**

**Carried**

**8. Matters for Discussion:**

## 8.1 Report 19-028, 2019-2020 Academic Staffing (J. McCoy, ext. 8207)

Your Committee had before it Report 19-028 to provide information with respect to the required and discretionary academic staffing levels for the 2019-2020 school year and to highlight areas being considered for recommended changes.

Superintendent McCoy noted the following:

- Report 19-028 was drafted prior to the release of memo B6 from the Ministry of Education;
- Memo B6 is an indication that there may be impacts to staffing within the District;
- The timing and nature of memo B6 may impact on the District's ability to bring forward an action report at Committee of the Whole on 19 March 2019; and
- There is merit in continuing to consider the changes identified within Report 19-028.

Superintendent McCoy highlighted the following from Report 19-028:

- Academic staffing for 2019-2020 will remain at status quo with a few changes;
- Changes to staff are attributable to enrolment patterns;
- Changes to class size regulations will have a significant impact on the total number of classroom positions required;
- A 0.5 FTE International Baccalaureate (IB) Program Coordinator is recommended to support the introduction and continued planning of the IB program at Merivale High School;
- The financial implications associated with collective agreement extensions and Local Priorities funding need to be considered;
- The Local Priorities funding is due to end in June 2019 which aligns with the expiry of the collective agreement extensions on 31 August 2019;
- The District's senior staff have discussed solutions to mitigate the loss of the additional Local Priorities funding positions across various employee groups;
- Increasing the complement of the District's establishment positions may be a solution to mitigate the impact of the loss of the extension agreement positions;
- There are currently 91 FTE English as a Second Language (ESL) teachers supporting the District's English Language Learners (ELLs);
- Staff is recommending the addition of four FTE Itinerant ESL positions to the current complement to replace those positions previously funded using Local Priorities funding;

- Staff is recommending an increase of two FTE teachers to support two new elementary English Language Development (ELD) classes for the 2019-2020 school year;
- There are currently 20 FTE special education positions that are funded by the Local Priorities funding;
- Staff is recommending 2.5 FTE Learning Support Teachers (LST) positions be added to the current complement for next year to mitigate the impact of the end of the extension agreement positions;
- Staff is recommending that 3 FTE positions be added as part of the Learning Support Services itinerant behaviour supports for at least one more year to mitigate the impact of the end of the extension agreement positions;
- There are currently 130.5 FTE special education teaching positions at the secondary level;
- The Local Priorities funding added 5 FTE special education teaching positions in the 2017-2018 and 2018-2019 school year;
- Staff is recommending that 2.83 FTE discretionary LST positions be added to the regular LST complement for at least one year to mitigate the impact of the end of the extension agreement positions;
- Learning Support Services (LSS) is recommending an increase in the number of specialized classes to support students with ASD at the elementary and secondary levels;
- Staff is recommending an additional 4.5 FTE elementary positions and 6.67 FTE secondary positions for specialized program classes;
- There will be minimal changes to centrally assigned staff;
- Staff recommends the 1.0 FTE Itinerant Indigenous Education teacher position become part of the regular complement;
- The District's principals and vice-principals have expressed workload concerns and increased pressures, particularly in elementary schools;
- Workload concerns from principals and vice-principals include managing replacement teachers, shortages of replacement staff due to absences, and the demands of managing complex student behaviours;
- Staff is recommending an increase of up to 4 FTE elementary vice-principal positions for the 2019-2020 school year;
- Staff will be closely monitoring announcements from the Ministry with regard to changes in class size or other areas in order to make any changes that may be required in academic staffing.

In response to trustee queries, the following information was provided by staff:

- A cost analysis has not been done to compare the costs of having special education learners in congregated classroom settings compared to being integrated into a regular classroom;

- The District does assess the level of need for students with special education needs on a regular basis;
- There are students with special education needs that do not require EA support;
- LSS is exploring different ways to professionally develop teachers to better engage with students with special needs;
- There is a wide range of e-learning modules that teaching staff can access through LSS;
- Professional development has shifted towards an in-class model;
- Academic staffing does not include the staffing of EAs;
- The budget process may bring forward recommendations to add EAs;
- The addition of all positions listed in the report are intended for the 2019-2020 school year;
- LSTs and LRTs are in all of the District's schools and efforts will be made to mitigate the impact on any particular school;
- LSTs can fulfill the duties of LRTs; and
- LSTs do have a leadership role in the special education program of the District's schools.

Elizabeth Kettle noted the following:

- Special education teachers are being taken from their regular duties to fill in for absent teachers;
- The increased number of students with Individual Education Plans (IEP) does not allow teachers sufficient time to work with students individually;
- The current priority of EAs is to address behavioural issues rather than assisting students academically; and
- There is a concern for what will happen with the Special Needs Priority funding.

During the ensuing discussion, staff provided the following information:

- The average vice-principal (VP) allocation for large schools is reviewed annually;
- All but one of the District's high schools have two vice-principals;
- Staffing is required based on anticipated retirements and leaves;
- Memo B6 is intended to be a cautionary note and did not imply that there is currently a hiring freeze; and
- Regular staffing will continue in the spring.

## 9. Information Items:

### 9.1 Report from OPSBA

There was no report from the OPSBA representatives.

- a. OPSBA Legislative Update, 01 March 2019

This item was not dealt with prior to adjournment.

## 9.2 New Ministry Initiatives Update

- a. Memo 2019 SB01 Update: Special Education Funding in 2018-19

This item was not dealt with prior to adjournment.

- b. Memo Engagement on Class Sizes, Re: Ministry of Education Consultation on Class Sizes

This item was not dealt with prior to adjournment.

- c. Memo Engagement on Teacher Hiring Practices, Re: Ministry of Education Consultation on Hiring Practices

This item was not dealt with prior to adjournment.

- d. Memo 19-037 Ministry Memorandum B06: Budget Planning Information for 2019-2020 Quoted in the Media

This item was not dealt with prior to adjournment.

## 9.3 OSTA Update

The OSTA minutes from 28 January 2019 were provided for review.

- a. 28 January 2019 OSTA Minutes

This item was not dealt with prior to adjournment.

## 10. New Business - Information and Inquiries

There was no new business.

## 11. Long-Range Agenda (March to May)

The long-range agenda from March to May 2019 was provided for review.

## 12. Adjournment

The 10:30 p.m. vote did not receive the required 2/3 majority and the meeting adjourned at 10:32 p.m.

At the time of adjournment, Report 19-028, 2019-2020 Academic Staffing was under discussion. All information items, new business, and long range agenda were not dealt with.

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Erica Braunovan, Chair