



## SPECIAL COMMITTEE OF THE WHOLE PUBLIC REPORT PUBLIC

Tuesday, March 26, 2019, 7:00 pm  
Board Room  
Administration Building  
133 Greenbank Road  
Ottawa, Ontario

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

Staff Present: Camille Williams-Taylor (Director of Education), Brett Reynolds (Associate Director), Dorothy Baker (Superintendent of Curriculum), Mike Carson (Chief Financial Officer), Olga Grigoriev (Superintendent of Instruction), Janice McCoy (Superintendent of Human Resources), Peter Symmonds (Superintendent of Learning Support Services), Kevin Gardner (Manager of Financial Services), Stacey Kay (Manager of Field Services), Katrine Mallan (Manager of Board Services), Pamela LeMaistre (Manager of Human Resources), Charles D'Aoust (Coordinator of Budget Services); Teri Adamthwaite (Coordinator of Financial Reporting), Diane Pernari-Hergert (Manager of Communications & Information Services), Sharlene Hunter (Communications Officer), John MacKinnon (Audio/Visual Specialist), Amanda Rock (Committee Coordinator)

Non-Voting Representatives Present: Brent Smith (Ottawa-Carleton Elementary Operations Committee); Cathy Bailey (OSSTF Teachers/Occasional Teachers), Elizabeth Kettle (ETFO)

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

Vice-Chair Braunovan called the meeting to order at 7:00 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 Schwartz

**THAT the agenda be approved.**

**Carried**

3. Delegations

There were no delegations.

4. Matters for Action:

4.1 Report 19-037, Academic Staffing (J. McCoy, ext. 8207)

Your Committee had before it Report 19-037 to seek approval of academic staffing levels for the 2019-2020 school year, including elementary and secondary teachers, vice-principals and principals.

Superintendent McCoy highlighted the following Ministry announcements:

- The Ministry of Education on 15 March 2019 proposed changes that will impact class sizes;
- The Ministry is changing the funding ratio from 23.84 to 24.85 at the junior and intermediate levels which will result in a reduction in the number of classrooms and teaching positions generated at that level;
- The number of larger classrooms may increase due to the Ministry changing its funding ratio;
- The lower funding ratio limits the District's ability to address some of the class size situations that it currently faces;
- At the secondary level, the Ministry is adjusting class size from an average of 22 to 28 students per teacher;
- The change at the secondary level will impact the number of classrooms and teachers that the District would have in place as well as its staffing levels;
- The Ministry announced an intention to provide school boards with support to avoid teacher layoffs in the form of the "attrition fund" which would allow for the implementation of the new class size regulation to take place over four years as opposed to one year;
- The District is mindful of its current collective agreements;
- The secondary school collective agreement includes a specific staffing formula that is based on the current ratio of 22:1 as well as maximum class size provisions;
- The Ministry confirmed that its announcements did not include an intention to supersede or override current collective agreements;

- The District is proceeding with its current class size regulations based on obligations that are in the current collective agreements that the District brought forward on 26 March 2019;
- The Ministry announced the end of funding currently provided for approximately 22 secondary teaching positions to increase course offerings in some pathways;
- The recommendation reflects the elimination of the 22 secondary teaching positions in the 2019-2020 school year;
- Ministry staff are continuing to encourage school boards to exercise caution with regard to academic staffing, pending the announcement of the Grants for Student Needs (GSNs) expected to be released in mid-April;
- Senior staff will be reviewing the impact that academic staffing will have on the District's students and its strategic priorities and objectives;
- The guiding principles outlined in Report 19-037 are a tool that senior staff have used to make recommendations with regard to academic staffing;
- The District will continue to be mindful of its collective agreements and obligatory regulations with regard to academic staffing;
- Discretionary teaching positions should be aligned with and supportive of the District's strategic priorities and also ensure that they are achieving equitable outcomes for its students;
- Academic staffing represents approximately 60 percent of the budget;
- Senior staff is mindful of the impact that academic staffing decisions have on trustees and their ability to make decisions in other areas with regard to other staffing levels and other supports that can be put in place through the regular budget process;
- Academic staffing decisions should consider, but not be unduly constrained by, the parameters of the District's funding;
- The District is considering the impact of the loss of the Local Priorities Funding (LPF) positions;
- LPF was used to fund an additional 87.67 positions across a number of bargaining units;
- LPF was used to staff 32.67 academic positions; and
- Some of the academic staffing recommendations are contingent on funding being available or if deemed by staff to be necessary.

Superintendent McCoy highlighted the following changes in elementary staffing levels:

- Elementary staffing levels are changing to meet new class size regulations;

- Specific staffing levels will be adjusted in September, as required to meet class size requirements, based on confirmation of actual enrolment;
- Staff is recommending that the 20.0 FTE intermediate guidance positions be approved on a contingency basis, subject to confirmation that the funding is continued;
- Staff is recommending that the current complement of 91.25 English as a Second Language (ESL) positions be increased by 2.0 FTE teachers to support two (2) new elementary English Language Development (ELD) classes for next year;
- Staff is recommending that the regular complement of Learning Support Teachers (LSTs) be increased by 2.5 FTE to offset the impact of the end of the LPF positions;
- Staff is recommending that 3.0 FTE positions be added to Learning Support Services itinerant behaviour supports, to offset the impact of the loss of the LPF positions;
- Staff is recommending an additional 1.0 FTE teaching position be added to support students who are deaf or have a hearing impairment; and
- Staff is recommending an overall increase of 4.5 FTE elementary positions, which includes preparation time, for specialized program classes.

Superintendent McCoy highlighted the following changes in secondary classroom and other school-based staffing levels:

- The elimination of 22.33 FTE program enhancement positions based on the Ministry decision to eliminate this funding. In an effort to mitigate the loss of these positions, staff is recommending that a contingency of 5.0 FTE be established;
- An increase of 0.50 FTE for International Baccalaureate (IB) Coordinator to support the introduction and continued planning of the IB program at Merivale High School;
- A 1.17 FTE program overlay reduced and the positions be allocated from within the basic classroom allocation;
- That 2.5 FTE discretionary LST positions be added to the regular LST complement for at least one year to mitigate the impact of the extension agreement positions;
- An overall increase of 6.67 FTE secondary positions, which includes preparation time, for specialized program classes;
- That 1.0 FTE itinerant Indigenous Education Teacher position become part of the regular complement;
- The reduction of 6.0 FTE itinerant intermediate positions; and
- An increase of up to 4.0 FTE elementary vice-principal positions for the 2019-2020 school year.

Superintendent McCoy explained that Memo 19-053, 2019-2020 Academic Staffing – Financial Impact of Proposed Changes, outlines the financial impact of proposed changes made to staffing levels. She noted that staffing adjustments were made based on enrolment changes.

Moved by Trustee Blackburn,

THAT Board approve academic staffing levels, including elementary teachers, secondary teachers, principals and vice-principals, for 2019-2020 as outlined in Appendix A, B and C to Report No. 19-037.

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

- The reduction in funding for the Gifted Program of 4.76 FTE is a reflection of the District's planning;
- Intermediate and instructional coach positions being reduced are currently supporting the feeder and secondary schools in applied mathematics;
- The proposed staffing increases will cost approximately \$3.6 million dollars;
- The District is anticipating a reduction in funding of approximately \$5 to 7 million dollars;
- Approximately 50 teaching positions will be lost due to the Ministry's changes in secondary class sizes;
- Staff is anticipating a growth in enrolment for the 2019-2020 school year;
- The future budget recommendations will be updated in April and May;
- Contingency positions are identified in Appendix B to Report 19-037 and are subject to different conditions such as funding and location of programming;
- Smaller schools will need to be creative in the way they deliver program enhancements and their course offerings to mitigate the loss of the program enhancement positions;
- Smaller schools will continue to provide all pathways;
- The 1.17 overlay is not a teaching position but rather an addition to basic staffing for classroom purposes;
- The estimated cost of academic staffing is \$538 to \$540 million dollars;
- Staffing of contingency positions will proceed as soon as the District is provided with Ministry approval and funding;
- A quarter to a third of the extra funding that is provided for class size increases will fund extra positions;
- Learning Support Services reviews students' projected needs annually to make recommendations for the future;
- The academic staffing discussions and process highlights the District's highest vulnerabilities, what priorities need to come first, and informs the District's strategic plan;

- The District is awaiting the Ministry's guidance with regard to how they are going to calculate the attrition funding;
- The District does not anticipate any further announcements from the Ministry;
- The District is not at risk of any additional significant reduction in funding; and
- Aligning funding with the expected average class size does create challenges for the District.

**Moved by** Trustee Blackburn

**THAT Board approve academic staffing levels, including elementary teachers, secondary teachers, principals and vice-principals, for 2019-2020 as outlined in Appendix A, B and C to Report No. 19-037.**

**Carried**

5. Adjournment

The meeting adjourned at 8:12 p.m.

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Erica Braunovan, Chair