

Durham Catholic District School Board
Catholic Education: Learning & Living in Faith



REGULAR BOARD MEETING

AGENDA

Monday, March 27, 2017
7:30 p.m.

Catholic Education Centre



Catholic Education Centre, 650 Rossland Road West, Oshawa, Ontario L1J 7C4
Main Telephone Number: (905) 576-6150; Toll Free: 1-877-482-0722
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please notify the meeting organizer in advance of the meeting date so that arrangements can be made.*



Durham Catholic District School Board
REGULAR BOARD MEETING

Monday, March 27, 2017

Open Session 7:30 p.m.

Durham Catholic District School Board Conference Centre,
652 Rossland Road West, Oshawa, L1J 7C4

OPEN SESSION AGENDA

A.	<u>CALL TO ORDER</u>	<u>Page</u>
a.1	Motion to Move In Camera (7:00 p.m.)	
a.2	National Anthem (7:30 p.m.)	St. Paul Catholic School Choir
a.3	Acknowledgement of Traditional Territory	
a.4	Memorials and Prayer	Student Trustees
a.5	Roll Call and Apologies	
B.	<u>APPROVAL OF AGENDA</u>	
b.1	Changes to printed agenda	
b.2	Approval of Agenda	
C.	<u>ANNOUNCEMENTS</u>	
c.1	Announcement from the In Camera Session of the Board Meeting	
c.2	Healthy Workplace Award Recognition	
D.	<u>NOTICES OF MOTIONS</u>	
E.	<u>DECLARATIONS OF INTEREST</u>	
e.1	Declaration of conflict of interest	
F.	<u>ACTIONS TO BE TAKEN</u>	
f.1	Approval and Signing of Minutes of the Open Session of the Regular Board Meeting of February 27, 2017	4
f.2	Business Arising from the Open Session of the Regular Board Meeting of February 27, 2017	

G. PRESENTATION

- g.1 ShareLife – Tim Lee Loy, ShareLife Coordinator of Schools and Employee Campaigns
- g. 2 Apple Distinguished Program – Rosemary Leclair, Superintendent of Education
- g. 3 Durham Catholic Children's Foundation – Ryan Putnam, Superintendent of Education

H. DELEGATION

I. CONSIDERATION OF MOTION

- i.1 Motion to be read in Open Session from the In Camera Session of the Board Meeting of March 27, 2017

J. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

K. COMMITTEES

k.1 Committee Reports

- k.1.1 IPRC Report – January 2017 18
- k.1.2 Special Education Advisory Committee – March 2017 19
- k.1.3 Durham Catholic Parent Involvement Committee – March 2017 32

k.2 Matters Referred from Committee

L. STAFF REPORTS

l.1 Business Services

- l.1.1 Durham Student Transportation Services – Regional Bell Time Study 39

l.2 Facilities Services

- l.2.1 Foreign Student Fee Report 66

l.3 Director's Report

- l.3.1 Out of Province Travel 68
- l.3.2 Director's Verbal Report

l.4 Chair's Report

- l.4.1 Chair's Verbal Report
- l.4.2 Student Trustees Verbal Report

M. CORRESPONDENCE

N. INQUIRIES AND MISCELLANEOUS

O. PENDING ITEMS

P. ADJOURNMENT

Q. CLOSING PRAYER and MISSION

Sarah van Waterschoot, Student Trustee



Durham Catholic District School Board

MINUTES of the **OPEN SESSION** of the Regular Board Meeting of the Durham Catholic District School Board which was held in the Durham Catholic District School Board Conference Centre, 652 Rossland Road West, in Oshawa on Monday, February 27, 2017.

Trustees Present

J. Rinella, Chair
K. LeFort, Vice Chair
T. Chapman
T. Corless
M. Forster
J. McCafferty
J. Oldman
P. Pulla (teleconference)

Staff Present

A. O'Brien, Director
T. Barill (teleconference)
J. Bowyer
B. Camozzi
M. Gray
S. Grieves
M. Hammond
T. Keay

R. Leclair
L. Morgulis
G. O'Reilly
R. Putnam
R. Rodriguez

Student Trustees

S. van Waterschoot
M. Garabedian

OPEN SESSION CALL TO ORDER

Chair Rinella called the Open Session to order at 7:00 p.m.

ITEM a.1 MOTION TO MOVE IN CAMERA

Motion No. B2017-02-27-01

Motion to Move In Camera

Moved by J. Oldman seconded by M. Forster

"THAT the Durham Catholic District School Board Meeting move into In Camera Session."

Carried

RESUMPTION OF OPEN SESSION (7:30 p.m.)

Chair Rinella called the Meeting to order and welcomed all in attendance.

ITEM a.2 NATIONAL ANTHEM – O CANADA

St. John Bosco Catholic School choir opened the meeting with O Canada.

ITEM a.3 MEMORIALS AND PRAYERS

Student Trustee Waterschoot offered the opening prayer.

ITEM a.5 ROLL CALL AND APOLOGIES

All Trustees were in attendance. Trustees Pulla attended by teleconference.

APPROVAL OF AGENDA

ITEM b.1. CHANGES TO THE PRINTED AGENDA

None.

ITEM b.2 APPROVAL OF AGENDA

Motion No. B2017-02-27-02

Approval of Agenda

Moved by K. LeFort seconded by M. Forster

“THAT the Durham Catholic District School Board approve the agenda of the Monday, February 27, 2017 Regular Board Meeting as printed.”

Carried

ANNOUNCEMENTS

c.1. ANNOUNCEMENTS FROM THE IN CAMERA SESSION OF THE REGULAR BOARD MEETING OF FEBRUARY 27, 2017

RETIREMENTS

<u>Name</u>	<u>Current Position</u>	<u>Effective</u>
Ben Pankhurst	Teacher, Monsignor Paul Dwyer C.H.S.	January 23, 2017
Darlene Wiggers	Teacher, St. Matthew the Evangelist C.S.	March 1, 2017.

D. NOTICES OF MOTION

None

E. DECLARATION OF INTEREST

None.

F. ACTIONS TO BE TAKEN

f.1 APPROVAL AND SIGNING OF MINUTES – JANUARY 23, 2017 REGULAR BOARD MEETING

Motion No. B2017-02-27-03

Approval and Signing of Minutes

Moved by J.Oldman seconded by P. Pulla

“THAT the Durham Catholic District School Board approve the Minutes of the Open session of the January 23, 2017 Regular Board Meeting.”

Carried

f.2 BUSINESS ARISING FROM THE OPEN SESSION OF THE REGULAR BOARD MEETING OF JANUARY 23, 2017

none.

f.3 APPROVAL AND SIGNING OF MINUTES – JANUARY 30, 2017 SPECIAL BOARD MEETING

Motion No. B2017-02-27-04

Approval and Signing of Minutes

Moved by T. Corless seconded by M. Forster

“THAT the Durham Catholic District School Board approve the Minutes of the Open session of the January 30, 2017 Special Board Meeting.”

Carried

f.4 BUSINESS ARISING FROM THE OPEN SESSION OF THE SPECIAL BOARD MEETING OF JANUARY 30, 2017

Trustee Chapman requested the inclusion of comments with regard to Motion B2017-01-30-05 Whitby Secondary Schools Review Summary Report and Recommendations. At the Special Board meeting of January 30, 2017, Trustee Chapman inquired whether elementary school within the All Saints Catholic Secondary School boundary would remain grades K-8. Director O’Brien concurred that all elementary schools would remain K-8.

f.3 APPROVAL AND SIGNING OF MINUTES – FEBRUARY 6, 2017 REGULAR BOARD MEETING

Motion No. B2017-02-27-05

Approval and Signing of Minutes

Moved by J. Oldman seconded by T. Corless

“THAT the Durham Catholic District School Board approve the Minutes of the Open session of the February 6, 2017 Regular Board Meeting.”

Carried

f.4 BUSINESS ARISING FROM THE OPEN SESSION OF THE SPECIAL BOARD MEETING OF FEBRUARY 6, 2017

None.

G. PRESENTATIONS

g.1 SAFE AND CARING SCHOOLS UPDATE

Superintendent of Education, Janine Bowyer, shared an overview of the Board's Safe and Caring Schools initiatives. She reviewed the Board's Bullying Prevention and Intervention activities and acknowledged many students who played a key role throughout the year. Superintendent Bowyer recognized students whose work was selected in the multi-media contest launched in September 2016 along the theme of Kindness is My Superpower. Superintendent Bowyer highlighted the work taking place in Safe and Accepting Schools including:

- Safe and Caring Schools Week; Bullying Prevention and Intervention Week; and Stand Up to Bullying Week
- Implementation of the Police/Board Protocol in September 2016
- Violent Threat Risk Assessment (VTRA) training
- Traumatic Event System (TES) training
- School Climate Surveys
- Restorative practices – leadership team development
- Teaching and Reinforcing Pro-Social Skills

g.2 LONG TERM ACCOMMODATION PLAN 2017-2021

Superintendent of Facilities Services, Bob Camozzi and Lewis Morgulis, Manager of Planning, Admissions and Partnerships presented the five-year Long-Term Accommodation Plan (LTAP). The Report included the guiding principles for the LTAP; the review of actions for each year, and the proposed actions for 2017-2021. Trustee Forster asked about the context of the Ajax review in 2017. Director O'Brien advised that the Board will review a jurisdiction each year and Ajax will be reviewed in 2017-2018. Trustee Corless inquired about a boundary review for a small section of Oshawa feeding into Msgr. John Pereyma Catholic Secondary School. Director O'Brien indicated that a future Oshawa study would review the boundary, program and services. Superintendent Camozzi will bring an update to a future Board meeting pertaining to numbers of students currently feeding into Msgr. John Pereyma Catholic Secondary School. Manager of Planning and Admission, Lewis Morgulis reviewed next steps for accommodation until 2021.

h. DELEGATION**i. CONSIDERATION OF MOTION****i.1 MOTIONS TO BE READ IN OPEN SESSION FROM THE IN CAMERA SESSION OF THE BOARD MEETING FEBRUARY 27, 2017**

The Motions from the In Camera session of the Board Meeting of Monday, February 27, 2017 were deemed read.

j. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None

k. COMMITTEE REPORTS

k.1.1 IPRC REPORT FOR JANUARY 2017

Motion No. B2017-02-27-06

IPRC Report for January 2017

Moved by K. LeFort seconded by M. Forster

“THAT the Durham Catholic District School Board accept the IPRC Report for the month of January 2017”

Carried

k.1.2 DURHAM CATHOLIC PARENT INVOLVEMENT COMMITTEE – FEBRUARY 2017

Motion No. B2017-02-27-07

Durham Catholic Parent
Involvement Committee –
February 2017

Moved by K. LeFort seconded by M. Forster

“THAT the Durham Catholic District School Board accept the written report from the Durham Catholic Parent Involvement Committee Meeting of Thursday, February 2, 2017.”

Carried

k.1.3 SCHOOL YEAR CALENDAR COMMITTEE MINUTES – FEBRUARY 13, 2017

Motion No. B2017-02-27-08

School Year Calendar Committee
Minutes – February 13, 2017

Moved by K. LeFort seconded by M. Forster

“THAT the Durham Catholic District School Board receive as information the 2017/2018 School Year Calendar report dated February 27, 2017.”

Carried

k.2. MATTERS REFERRED FROM COMMITTEE

None.

STAFF REPORTS

I.1 BUSINESS SERVICES

I.1.1 2017-2018 SCHOOL YEAR CALENDAR

Motion No. B2017-02-27-09

2017-2018 School Year Calendar

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board receive as information the 2017/2018 School Year Calendar report dated February 27, 2017.”

Carried

Motion No. B2017-02-27-10

School Year Calendar Committee
Minutes – February 13, 2017

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board approve the 2017/2018 School Year Calendars for elementary and secondary schools, subject to final approval by the Ministry of Education.”

Carried

I.2 SAFE SCHOOLS

I.2.1 SAFE AND CARING SCHOOLS UPDATE

Motion No. B2017-02-27-11

International Education Update

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board receive and file as information the presentation on the International Education Update.”

Carried

I.3. FACILITIES SERVICES

I.3.1 LONG TERM ACCOMMODATION PLAN 2017-2021

Motion No. B2017-02-27-12

Long Term Accommodation Plan
2017-2021

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board receive and file as information the presentation on the International Education Update.”

Carried

I.3.2 ST. LUKE THE EVANGELIST CATHOLIC SCHOOL AND ST. MATTHEW THE EVANGELIST CATHOLIC SCHOOL BOUNDARY REPORT

Motion No. B2017-02-27-13

St. Luke the Evangelist Catholic
School and St. Matthew the
Evangelist Catholic School
Boundary Report

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board receive as information the Oshawa Secondary French Immersion Boundary Report dated February 27, 2017.”

Carried

Motion No. B2017-02-27-14

St. Luke the Evangelist Catholic
School and St. Matthew the
Evangelist Catholic School
Boundary Report

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board approves ‘In Principle’ the proposed boundary revisions for Father Leo J. Austin Catholic Secondary School and Monsignor Paul Dwyer Catholic High School as outlined in the report dated February 27, 2017.”

Carried

I.3.3 FATHER LEO J. AUSTIN CATHOLIC SECONDARY SCHOOL AND ALL SAINTS CATHOLIC SECONDARY SCHOOL BOUNDARY REPORT

Motion No. B2017-02-27-15

Fr. Leo J. Austin Catholic
Secondary School and All Saints
Catholic Secondary School
Boundary Report

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board receive as information the Father Leo J Austin Catholic Secondary School and All Saints Catholic Secondary School Boundary Report dated February 27, 2017.”

Carried

Motion No. B2017-02-27-16

Fr. Leo J. Austin Catholic
Secondary School and All Saints
Catholic Secondary School
Boundary Report

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board approves ‘In Principle’ the proposed boundary revisions for Father Leo J Austin Catholic Secondary School and All Saints Catholic Secondary School as outlined in the report dated February 27, 2017.”

Carried

I.3.4 OSHAWA SECONDARY FRENCH IMMERSION BOUNDARY REPORT

Motion No. B2017-02-27-17

Oshawa Secondary French
Immersion Boundary Report

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board receive as information the Oshawa Secondary French Immersion Boundary Report dated February 27, 2017.”

Carried

I.3.4 OSHAWA SECONDARY FRENCH IMMERSION BOUNDARY REPORT

Motion No. B2017-02-27-18

Oshawa Secondary French
Immersion Boundary Report

Moved by P. Pulla seconded by M. Forster

“THAT the Durham Catholic District School Board approves ‘In Principle’ the proposed boundary revisions for Father Leo J. Austin Catholic Secondary School and Monsignor Paul Dwyer Catholic High School as outlined in the report dated February 27, 2017.”

Carried

I.4 DIRECTOR’S REPORT

I.4.1 TRUSTEES’ ATTENDANCE – JANUARY-DECEMBER 2016

Motion No. B2017-02-27-19

Trustees’ Attendance – January-
December 2016

Moved by K. LeFort seconded by J. Oldman

“THAT the Durham Catholic District School Board receive and file as information, Trustees Attendance Report for the period January to December 2016.”

Carried

I.4.2 OUT OF PROVINCE TRAVEL

Motion No. B2017-02-27-20

Out of Province Travel

Moved by K. LeFort seconded by J. Oldman

“THAT the Durham Catholic District School Board approve the attendance of a staff member at the Leadership Coaching Strategies Program scheduled for June 21-22, 2017 in Cambridge, Massachusetts.”

Carried

I.4.3 OUT OF PROVINCE TRAVEL

Motion No. B2017-02-27-21

Out of Province Travel

Moved by K. LeFort seconded by J. Oldman

“THAT the Durham Catholic District School Board approve the attendance of one (1) staff member to participate in the ICEF Southeast Asia Workshop – June 14-17, 2017 to be held in Ho Chi Minh City, Vietnam.”

Carried

I.4.4 OUT OF PROVINCE TRAVEL

Motion No. B2017-02-27-22

Out of Province Travel

Moved by K. LeFort seconded by J. Oldman

““THAT the Durham Catholic District School Board approve the attendance of two (2) staff members to participate in the ICEF North American Workshop – April 23-25, 2017 to be held in Vancouver, British Columbia.”

Carried

I.4.5 OUT OF PROVINCE TRAVEL

Motion No. B2017-02-27-23

Out of Province Travel

Moved by K. LeFort seconded by J. Oldman

“THAT the Durham Catholic District School Board approve the attendance for three (3) members of staff to participate in the 2017 CAPS-I Conference, April 30-May 3, 2017 in Banff, Alberta.”

Carried

I.4.6 OUT OF PROVINCE TRAVEL

Motion No. B2017-02-27-24

Out of Province Travel

Moved by K. LeFort seconded by J. Oldman

“THAT the Durham Catholic District School Board approve the request of up to six staff members from Monsignor John Pereyma C.S.S.to attend the *Apple Distinguished School Tour: Texas Spring 2017.*”

Carried

I.3.6 DIRECTOR’S VERBAL REPORT

Director O’Brien noted that our schools, offices and social media feeds were flooded with PINK and messages of Kindness as our Superpower this month as we led into National Pink Shirt Day last week. She extended her thanks to Student Services staff for leading this initiative which continues to promote kindness in our schools beyond Pink Shirt Day.

The Director indicated that we had the privilege of hearing from His Eminence Thomas Cardinal Collins as he was a featured guest at our Feasting on Faith series and commended staff and their families who attended; and the Board’s Adult Faith Formation Committee for hosting this special evening.

The Director advised that registration was now open for the Community Run for Hope on Sunday, April 23 in support of the Durham Catholic Children’s Foundation.; and tickets can now be purchased online for the 4th Annual Foundation Gala on Friday, May 5, celebrating Our Most Reverend Bishop Vincent Nguyen and our 2017 Distinguished Catholic Alumni. She noted that the nomination process for the 2017 Durham Catholic Distinguished Alumni was open until March 9.

Director O’Brien thanked Deacon Dominic Pullano for facilitating Lenten prayers for staff at our Chapel of St. Francis of Assisi during the Lenten season and extended her thanks to school staff for organizing Liturgies and prayers during Lent.

The Director invited Trustees, staff and members of the community for the 25th anniversary of St. Patrick Catholic School 25 years on March 28, 2017 at 7:00 p.m.

I.4. CHAIR'S REPORT

I.4.1 CHAIR'S VERBAL REPORT

Chair Rinella extended his thanks to staff and members of the community who attended the Mind, Body and Spirit Symposium earlier this month, organized by the Durham Catholic Parent Involvement Committee. He also thanked the committee for the integral role they play in building a sense of community, as it is part of who we are as a Catholic school system.

The Chair extended an invitation to all of Trustees and members of the community to participate in another upcoming event to be hosted by Board staff in partnership with the Special Education Advisory Committee. Connecting with our Children and Teens: Promoting Positive Mental Health – to take place Thursday, March 2 at Notre Dame Catholic Secondary School in Ajax at 6 p.m.

Chair Rinella noted that he was pleased to see 100% participation by our schools celebrating Black History Month throughout the month of February with announcements, displays, lessons and enriched educational experiences and was also pleased to see the positive impact our schools are making in spreading the word about Kindness through Stand Up to Bullying Week, Pink Shirt Day and other activities. He thanked students for promoting kindness in our schools.

The Chair asked that as we enter the season of Lent as a Catholic school system in this Year of Community, that we strengthen our relationship with God and remain true to our Board's mission, vision and values, serving with excellence in the Light of Christ.

I.5.2 STUDENT TRUSTEES VERBAL REPORT

Student Trustees provided an update on the Student Trustee board council initiatives. They provided an update on obtaining scholarships for graduating students. They also promoted an upcoming talk on mental and physical illnesses.

CORRESPONDENCE

Motion No. B2017-02-27-25

Adjournment

Moved by K. LeFort, seconded by J. Oldman

“THAT the Durham Catholic District School Board receive and file as information the following correspondence:

- 2017 Ontario Catholic School Trustees' Association Trustee Award of Merit and Student Trustee Alumnus Award”

Carried

ADJOURNMENT

Motion No. B2017-02-27-26

Adjournment

Moved by J. Oldman, seconded by T. Corless

“THAT the Durham Catholic District School Board adjourn the Regular Board Meeting of Monday, February 27, 2017.”

Carried

John Rinella, Chair of the Board
Durham Catholic District School Board

Anne O'Brien, Director of the Board
Durham Catholic District School Board

(9:53 p.m.)

V. Kunar, Recording Secretary



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: March 27, 2017

Subject: **I.P.R.C. Report for February 2017**

Origin: Janine Bowyer, Superintendent of Education – Student Services

RECOMMENDATION

Moved by , seconded by

“THAT the Durham Catholic District School Board accept the I.P.R.C. report for the month of February 2017.”

RATIONALE

I.P.R.C. REPORT FOR December

Number of Pupils Referred to I.P.R.C.:	0
Number of Pupils Identified as Exceptional:	0
Number of Pupils Reviewed by I.P.R.C.:	0

FROM SEPTEMBER 2016 TO JUNE 2017

Total Number of Pupils Referred to I.P.R.C.:	2
Total Number of Pupils Identified as Exceptional:	2
Total Number of Reviews:	18
Total Number of Parent Requested Deferments:	0

AOB/JB:eb

MEMORANDUM

RECOMMENDATION

“THAT the Durham Catholic District School Board accept the report of the March 7, 2017 Special Education Advisory Committee meeting.”

AOB:JB:eb
Attach.



Durham Catholic District School Board

MINUTES of the **SPECIAL EDUCATION ADVISORY COMMITTEE** meeting of the Durham Catholic District School Board which was held in the North Board Room of the Catholic Education Centre, 650 Rossland Road West, in Oshawa on **Tuesday, March 7, 2017.**

Present

L. Smart
K. LeFort
V. Adamo
K. Burke
L. Cook
M. LePage
L. McInnes
C. Nosseir
A. Shiels
E. Van de Klippe

Staff

J. Bowyer
C. Baetz
D. Mullane
S. Phoenix
C. Plommer

With Regrets

J. McCafferty
T. McGarry
J. Oldman

Absent

B. Cummins
M. Feeheley
C. Pegler

S.E.A.C. Representatives

K. McCarthy, APSSP
D. Wilson, OECTA Secondary
M.A. Thomas, OECTA Elementary
L. Wardle, Principal/Vice Principal Association

CALL TO ORDER

Item a.1 **Memorials and Prayer**

Superintendent Bowyer called the meeting to order at 7:30 p.m. and offered the opening prayer. She welcomed everyone to the meeting.

Item a.2 **Roll Call and Apologies**

APPROVAL OF AGENDA

Item b.1 **Changes to Printed Agenda**

Superintendent Bowyer requested the addition of item o.2 – Correspondence from Peterborough Victoria Northumberland and Clarington Catholic District School Board.

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Item b.2 **Approval of Agenda**

Motion No. SS-2017-03-07-01 Approval of Agenda

Moved by K. LeFort seconded by L. Smart

“THAT the Special Education Advisory Committee approve the agenda of the Tuesday, March 7, 2017 meeting as printed.”

Carried

ANNOUNCEMENTS

Item c.1 **Trustee Membership**

Following the inaugural Board meeting on December 5, 2016, Trustee Committees were confirmed. Superintendent Bowyer announced that Trustees Kathy LeFort and Janice Oldman will serve on SEAC for the 2017 year.

CONSIDERATIONS OF MOTIONS

**ELECTIONS FOR THE POSITION OF CHAIR OF THE SPECIAL EDUCATION
ADVISORY COMMITTEE**

Superintendent Bowyer opened the floor for nominations for the position of chair of S.E.A.C. for the period March 7, 2017 to December 31, 2017.

<u>Nominee</u>	<u>Moved by</u>	<u>Seconded by</u>	<u>Willing to Stand?</u>
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Lynne Smart	Lynn McInnes	Emily van de Klippe	Yes
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Superintendent Bowyer called three times for further nominations. Nominations were declared closed.

Motion No. SS-2017-03-07-02 Close Nominations

Moved by K. LeFort seconded by L. Cook

“THAT the Special Education Advisory Committee close nominations for the position of Chair of S.E.A.C for the period from March 7, 2017 to December 31, 2017.”

Carried

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Superintendent Bowyer announced that Lynne Smart, representative for the Learning Disabilities Association – Durham was acclaimed to the position of Chair of S.E.A.C. Lynne Smart assumed the position of Chair and expressed her thanks.

ELECTIONS FOR THE POSITION OF VICE CHAIR OF THE SPECIAL EDUCATION ADVISORY COMMITTEE

Chair Smart opened the floor for nominations for the position of Vice Chair of S.E.A.C. for the period of March 7, 2017 to December 31, 2017.

<u>Nominee</u>	<u>Moved by</u>	<u>Seconded by</u>	<u>Willing to Stand?</u>
Valerie Adamo	Mitch LePage	Linda Cook	Yes

Chair Smart then called three times for further nominations. Nominations were then closed.

Motion No. SS-2017-03-07-03 **Close Nominations**

Moved by K. LeFort seconded by L. Cook

“THAT the Special Education Advisory Committee close nominations for the position of Vice Chair of S.E.A.C for the period from March 7, 2017 to December 31, 2017.”

Carried

Chair Smart announced that Valerie Adamo, representative for VOICE for the Hearing Impaired, was acclaimed to the position of Vice Chair of S.E.A.C. Valerie Adamo accepted the position of Vice Chair.

DECLARATIONS OF INTEREST

Item g.1 **Declaration of Conflict of Interest**

None

ACTIONS TO BE TAKEN

Item h.1 **Approval of Minutes of the Special Education Advisory Committee Meeting of December 6, 2016**

Motion No. SS-2017-03-07-04 Approval of Minutes

Moved by K. LeFort seconded by V. Adamo

“THAT the Special Education Advisory Committee approve the
Minutes of the December 6, 2016 meeting as submitted.”

Carried

Item h.2 **Business Arising from the Minutes of the Special Education Advisory Committee December 6, 2016**

None

PRESENTATIONS

Item i.1 **Durham Catholic Autism Resource Team** **H. Killoran/K. Kenney**

Helen Killoran and Kara Kenney, members of our Durham Catholic Autism Resource Team (DCART), presented on courses we offer to our educators on the principles of ABA. Training is offered to Educational Assistants, Teachers and Early Childhood Educators. This supports the implementation of PPM 140 which indicates that strategies based on Applied Behaviour Analysis (ABA) are used with students with Autism Spectrum Disorder (ASD) as needed. Four major components of PPM 140 include: Reinforcement, Data Collection, Generalization and Individualized Programming. Four courses were developed based on the components of PPM 140

This year, an additional course on Functional Assessment and Intervention was added. This course is open to educators involved with either the DCART and BRT. This 4-week course was developed to build capacity within the school teams to apply the knowledge to other future students.

DELEGATIONS

None

NOTICES OF MOTIONS

None

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None

STAFF REPORTS**Item m.1 Coordinator's Report – C. Plommer**

On February 16th, the Assistive Technology team hosted their final 'Students with Assistive Technology Transition Trip' at Monsignor John Pereyma CSS. The students who use Assistive Technology from the local elementary schools experienced what Grade 7 would be like. They participated in Mr. Stokes' Science class with their technology and received extensive training on One Note. The student experienced what it is like to eat in the school cafeteria and they learned how A.T. is supported with Mr. Porco, the Program Support Teacher for the Grade 7 and 8s. After surveying the students about their experience, feedback included "I now know how to use my computer in my new school."

As part of the DCDSB Renewed Math Strategy, our Student Services Department continues to build capacity with our program support teachers at the elementary and secondary levels. At our most recent capacity session held on February 24th, both the student services coordinators and staff from our psychology department helped teachers to understand the strengths and needs that make up learning profiles of students with learning disabilities and what are the best strategies to put in place to help them to achieve and reach their full potential in mathematics.

On March 28th, we will be inviting interested teachers to come to our "So You Want to be a PST" presentation. This presentation is given with the hope to encourage qualified teachers to apply to this most rewarding role as the Special Education expert in their school.

In April, Student Services Coordinators will be embarking on our review of the needs across our system to prepare for the upcoming 2017-18 school year.

Item m.2 Mental Health Leader's Report – D. Mullane

On January 19 & 27, we offered a **Mental Health First Aid** session and opened it up to all staff. In addition to teachers and EAs, several school secretaries also participated. Our next MHFA session will take place on March 31 and April 6.

Item m.2 **Mental Health Leader's Report – D. Mullane** (Cont'd)

Two **safeTALK** sessions were provided for EAs on January 20 (Elementary) and January 31 (Secondary).

The TAMI Intermediate Summit took place on January 24 at Ontario Shores Centre for Mental Health Sciences. Four student delegates and one teacher attended from eight DCDSB schools. A second date has been added in April, due to high demand.

January 25 was Bell Let's Talk Day. Administrators were provided with lapel pins, and schools were encouraged to print off Bell Let's Talk stickers and promote the event.

A Sharing of Excellence workshop on Building Personal Resiliency was also offered on January 25th.

A quick update on the Mindfulness Fundamentals course that was mentioned at the December meeting. In total 59 staff (from 11 schools) took part in the course. A follow-up event took place this afternoon. We're excited to see the trickle-down effect in schools as educators begin to incorporate these skills for themselves and with their students.

We've been collaborating for several months with the Durham Region Health Department on a document for parents to support their teens as they transition to high school. This resource, Teens Can Be Resilient...in High School, a Parent's Guide, is now available in print and online to view and order at durham.ca/mentalhealth. Topics covered in this resource include: understanding mental health and resiliency; fostering everyday skills for living in teens; peer relationships; bullying; dating; risk-taking and substance use; and supporting teens that are having difficulty coping. (SEAC members were provided with a copy of this guide).

Finally, our parent conference was a huge success. Thanks to all community partners who provided workshops and set-up displays.

Item m.3 **Superintendent's Report - J. Bowyer**

Congratulations to Diane Mullane and SEAC on their "Parents as Partners" evening last week. They had approximately 100 people in attendance and significant positive feedback about the keynote and various speakers. Their keynote speaker was so well received that we have booked her for our Board wide PA day in April.

Item m.3 **Superintendent's Report - J. Bowyer** (Cont'd)

We applied for After School Program to Support Students with Autism – specialized funding provided by the Ministry of Education. Beginning after the March Break, we will be offering after school programs in five sites, serving approximately 45 students and their parents. We will be using a research based program called The Friendship Lab.

Nominations for the DCDSB Board Award of Merit – Liz Beckstead will email the form. If you know someone, or a group, who meets the criteria, please consider nominating them, or we could nominate someone as SEAC. Nominations close on Friday, April 7th.

Updates from the Durham Catholic Children's Foundation:

- 4th Annual Durham Catholic Children's Foundation Dinner – Friday, May 5, 2017 at the Jubilee Pavilion. Tickets are \$100 and can be purchased on-line at <http://www.durhamcatholicfoundation.ca/en/4th-annual-foundation-dinner.aspx>
- Community Run for Hope – April 23, 2017 – at Msgr. Paul Dwyer CHS. This is a charity event organized by DCDSB staff to support the Durham Catholic Children's Foundation. Register at <http://www.durhamcatholicfoundation.ca/>

Catholic School Board Budget Consultation Process – as part of our budget process, our Finance Committee annually seeks input from members of the Durham Catholic community. The committee will be inviting feedback in the following areas:

- Essential supports and services to be sustained;
- Areas in need of additional supports;
- Areas to consider for budget savings; and
- Other comments or suggestions

Please go to <http://www.dcdsb.ca/en/our-board/Budget-Consultation.aspx> to find out how you can provide input (either in-person, on-line or in writing). We will discuss the special education budget at the April meeting after the budget gets announced at the end of March.

The Parents Reaching Out (PRO) Grant is available again this year. Michelle Meraw will apply for the grant on behalf of SEAC so we can offer two parent evenings next year.

World Down Syndrome Day is March 21, 2017 and will be supported at the school level.

Item m.3 Superintendent's Report - J. Bowyer (Cont'd)

World Autism Awareness Day is April 2, 2017. Packages will be sent to schools to run events to support Autism.

Dress Loud Day in support of the Hearing Impaired is May 5, 2017.

Motion SS-2017-03-07-05

Approval of the March 7, 2017 Verbal Coordinator,
Mental Health Leader and Superintendent Reports

Moved by K. LeFort seconded by L. McInnes

“THAT the Special Education Advisory Committee accept the verbal Coordinator, Mental Health Leader and Superintendent Reports at the March 7, 2017 Meeting.”

Carried

ASSOCIATION REPORTS

Learning Disabilities Association – Durham – L. Smart

The Learning Disabilities Association of Durham Region chapter presentations are (usually) held the last **Thursday** of each month. All are welcome. No registration or fee required.

Please save these dates for our upcoming presentations:

No March meeting date

Two April dates:

Thursday, April 6th 2017 LDADR will be joined by Carrie Clayton from the Child Development Institute's Integra Program

Thursday, April 27th 2017 LDADR will discuss technology and the Individual Education Plan

Thursday, May 25th 2017 LDADR welcomes a second presentation by Sherry Raffalovitch

VOICE for the Hearing Impaired – V. Adamo

The voice board of directors has completed its restructuring, resulting in the creation of a volunteer board. They have created a new mandate which focuses more on education, advocacy and family supports. In conjunction with this a new Logo has been unveiled (see attached).

VOICE for the Hearing Impaired – V. Adamo (Cont'd)

MAY UPDATE

The month of May is Hearing Awareness month and in support of this Voice runs two programs; The first is DRESS LOUD DAY schools and businesses can participate in this awareness and fundraising event. Official Dress ILoud day is Friday May 5, however many organizations choose to celebrate this on another day in the month of May. Last year several school in our board participated in this event. For information on participation please contact Email: admin@voicefordeafkids.com

The annual VOICE conference has returned to its usual schedule and is being held at the University of Guelph on Saturday May 6. Information follows in attached flyer.

The Annual VOICE CAMP is being offered again this year and will be held at Bark Lake Leadership Centre, Bark Lake in Irondale on August 11,12 & 13 the theme this year is DRESS LOUD to register Email: admin@voicefordeafkids.com

Voice is also supporting a petition to amend the income tax act in support of updating the test for qualification for those with hearing loss for the disability tax credit. See attached flyer.

Durham Down Syndrome Association – A. Shiels

March 21st – World Down Syndrome Day

Come celebrate World Down Syndrome Day with the DDSA and Blue Nail Crew on Sunday, March 19th at the Abilities Centre from 3:00 – 4:00 p.m. Paint your nails blue and post to social media with #bluenailcrew

AGM DDSA – March 27th at 7:30 p.m. Looking to fill several positions on the Board.

www.bluenailcrew.ca
president@ddsa.ca

Community – L. Cook

Lakeridge Community Services event – “The Generic Power of Behaviour Analysis: Concepts and Applications – Dr. Patrick Friman, Ph.D., ABPP, Vice President of Behavioural Health, Boys Town Clinical Professor of Pediatrics, UNMC. October 19th at Deer Creek Golf Club. Registration opens June 2017. For details visit: www.lrcss.com

Autism Ontario – Durham Region – E. Van de Klippe

In honour of Autism Awareness Day on April 2nd, Autism Ontario will be honouring student leaders in the area of autism with a \$100 reward.

Grandview Children's Centre – C. Nosseir

Spring into Literacy 6th Annual Conference for Professionals and Parents supporting Early Literacy Development of Children from Birth to Six Years – **Saturday, April 8, 2017**. Registration deadline -- **March 16, 2017**
Please register online at www.grandviewkids.ca

Grandview is an ASD Hub in partnership with the Children's Hospital of Eastern Ontario as the lead. We will be providing 140 additional Autism Diagnostic assessments until

March 31, 2018 as part of the new Ontario Autism Program. Parents have expressed to the government that they were having trouble accessing diagnosis early and as result Government has committed to funding 2,000 additional assessments across the province. Referrals are sent through the regular referral mechanism to Grandview which can be found on the Centre webpage at www.grandviewkids.ca

On March 5, 2017, hundreds of Grandview parents rallied and signed a petition in Oshawa to raise awareness for the 2700 + kids currently on the waitlist. Grandview was originally built in 1983 to serve only 400/year, we now serve over 8000 /yr. The hope is the provincial government will come through with \$40 million in infrastructure funding for a new Grandview. The rally was a great success as their voices were heard at Queens Park as Ontario PC Leader **Patrick Brown**, Oshawa NDP MPP **Jennifer French**, Whitby/Oshawa MPP **Lorne Coe** called on the Premier on behalf of Grandview. This has also been featured on Global Durham News and CTV.

Cystic Fibrosis Canada – Durham Chapter – M. LePage

Annual Regional Volunteer Leadership Conference – March 31, April 1, 2 in Toronto.

Outrun Cystic Fibrosis 5K Walk/Run – Sunday, April 9th at Carruthers Marsh Pavilion, Ajax – 12:00 p.m.

Strokes for Life – Golf Tournament – Thursday, June 8th 12:00 p.m. at the Oshawa Golf and Curling Club

Website: cysticfibrosis.ca

SEAC-2017-03-07
Page 11

CORRESPONDENCE

o.1 Nipissing-Parry Sound Catholic District School Board

Motion No. SS-2017-03-07-06 Receive and File Correspondence

Moved by V. Adamo seconded by L. Cook

“THAT the Special Education Advisory Committee receive and file the correspondence at the March 7, 2017 Meeting.”

Carried

o.2 Peterborough Victoria Northumberland and Clarington Catholic District School Board

Motion No. SS-2017-03-07-07 Receive and File Correspondence

Moved by V. Adamo seconded by L. Cook

“THAT the Special Education Advisory Committee receive and file the correspondence at the March 7, 2017 Meeting.”

Carried

INQUIRIES AND MISCELLANEOUS

PENDING ITEMS

None

ADJOURNMENT

The meeting adjourned at 8:36 p.m.

Motion No. SS-2017-03-07-08 Adjournment

Moved by E. van de Klippe seconded by L. Cook

“THAT the Special Education Advisory Committee meeting of March 7, 2017 adjourn.”

Carried

CLOSING PRAYER

The closing prayer was offered by V. Adamo.

Lynne Smart
Chair, Special Education Advisory Committee

Janine Bowyer
Superintendent of Education

Recording Secretary: Liz Beckstead



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Durham Catholic Parent Involvement Committee

Date: March 24, 2017

Re: **Durham Catholic Parent Involvement Committee – March 2017**

Origin: Rosemary Leclair, Superintendent of Education – Durham Catholic Parent Involvement Committee

RECOMMENDATIONS

Moved by , seconded by

“THAT the Durham Catholic District School Board accept the written report from the Durham Catholic Parent Involvement Committee Meeting of Thursday, March 9, 2017.”

RATIONALE

As per the attached minutes.

AOB/RL/cm



Durham Catholic District School Board

MINUTES of the **OPEN SESSION** of the **DURHAM CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING** of the Durham Catholic District School Board which was held at Catholic Education Centre, North & South Boardroom, 650 Rossland Road West, Oshawa, on **Thursday, March 9, 2017**

Committee Members

Trevor Aitcheson
Karolina Baker
Judy Bear
Kim Beatty
Melissa Bevan
Tom Brennan
Camilla Brown
Theresa Corless
Erin Groat
Hannah Kent
Rose LoPresti
Babajide Ogundare
Caroline Ogundare
Melanie O'Neill
Kamille Rambally
Amanda Roffey
Rodney Romain
Josephine-Dora Spitale
Chris Szent-Ivany

Regrets

Linda Dodson-Trchala
Sophie Kehdi
Andrea Sullivan

Staff Present

John Mullins
Cynthia Mackey

CALL TO ORDER

Item a.1

OPENING PRAYER

Vice Chair R. Lo Presti opened with the Acknowledgement of Traditional Territory and C. Szent-Ivany offered the opening prayer.

Item a.2

WELCOME AND COURTESIES

Vice Chair Lo Presti called the meeting to order at 7:06 p.m. and welcomed all committee members to the March 9, 2017 meeting.

APPROVAL OF AGENDA

Item b.1 **APPROVAL OF AGENDA**

Motion No. DCPIC2017-03-09-01 **Approval of Agenda**

Moved by E. Groat, seconded by Rodney Romain

“THAT the Durham Catholic Parent Involvement Committee approve the March 9, 2017 Durham Catholic Parent Involvement Committee Meeting Agenda.”

Carried

ANNOUNCEMENTS

Item c.1 The next Durham Catholic Parent Involvement Committee meeting will be held Thursday, April 6, 2017.

ACTIONS TO BE TAKEN

Item d.1 **APPROVAL AND SIGNING OF THE MINUTES OF THE OPEN SESSION OF THE DURHAM CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING OF February 2, 2017**

Motion No. DCPIC2017-03-09-02 **Approval of Minutes**

Moved by E. Groat, seconded by M. Bevan

“THAT the Durham Catholic Parent Involvement Committee approve the Minutes of the February 2, 2017 Durham Catholic Parent Involvement Committee Meeting.”

Carried

Item d.2 **Nomination of Parent Members**

Vice-Chair Lo Presti acknowledged the nominations of two parent members:

1. Caroline Ogundare
2. Hannah Kent

Each nominee was invited to speak about themselves and their reasons for wishing to serve on the committee. As there were no further nominations received, both were acclaimed and welcomed to the Durham Catholic Parent Involvement Committee.

REPORTS/INFORMATION/DISCUSSION ITEMS

Item f.1 April 20 Event – Paul Davis

K. Baker provided information about the April 20 event at Notre Dame C.S.S. and asked members to promote the event. A reminder that the event is also open to students 13+. 40 people have registered. Post cards advertising the event have been printed and will be distributed to schools immediately following the March break. The event will be added to school websites after the March Break.

Item f.2.1 CHAIR REPORT

In the absence of Chair Dodson-Trchala, Vice-Chair R. Lo Presti offered information about the April 22 Parent Involvement Committee Symposium taking place in Barrie. Two members of the DCPIC can attend; Chair Dodson-Trchala is attending and the second spot is open. Members interested in attending are asked to email Chair Dodson-Trchala.

Item f.2.2 TRUSTEE REPORT

Trustee Corless offered the following update from the Board of Trustees:

- Bell Time Study - The community consultation process conducted by The Durham District School Board (DDSB) and the Durham Catholic District School Board (DCDSB) went well. The conclusions of the study will be presented at the next DCDSB meeting of the Board of Trustees on March 27, 2017.
- Calendar Survey – each Spring, the calendar for the upcoming school year is developed with the assistance of public input and in collaboration with a Board committee of stakeholders. Trustee Corless and Chair Dodson-Trchala were part of the committee. There has been a minor change to the calendar with the addition of an extra PA day to coincide with the Family Day in 2018.
- Whitby Catholic Secondary Schools Study – the Trustees approved recommendations to review Whitby school boundaries and implement a regional arts and technology program at All Saints C.S.S. A letter detailing boundary review meeting dates and times as well as opportunities for input and feedback were sent home to affected communities. Details are available on the Board website.
- Budget Consultation - As part of the budget process for the upcoming year, the Finance Committee of the Board is seeking input from the community through its budget consultation process. Input may be shared through a variety of means (in person, via email/telephone or by completing a budget input form). Please refer to the hand-out which was emailed to the committee for all of the details and see the banner on the board website to link to the form.
- Board Award of Merit - The Board is currently accepting nominations to the Board Award of Merit. Selection is based on the following statements of belief:

Item f.2.2 TRUSTEE REPORT - continued

The Board believes that:

- Those who may bring honor to the school community and/or the Board through the outstanding performance of their duties deserve acknowledgement.
- Extraordinary contribution for the cause of Catholic education that is consistent with the Board's Mission Statement should be recognized.
- Special recognition should be given to those who demonstrate exemplary service in promoting and affirming Catholic education.
- A person eligible for nomination may be a Priest, employee, parent, ratepayer, student or Trustee who is currently, or was formerly, within the Board's jurisdiction.

Nominations are due April 7th in writing (via regular mail or email) via ryan.putnam@dcdsb.ca. See the nomination form which was distributed via email to the committee.

Item f.2.3 RESOURCE REPORT

Superintendent John Mullins provided the following information on behalf of Superintendent Leclair:

We congratulate our Special Education Advisory Committee for hosting their Regional Pro-Grant Event on Connected Parenting. The speaker, Jennifer Kolari, was well received. We are now looking forward to our evening with Social Media expert Paul Davis at Notre Dame CSS on April 20th.

A banner has been placed on the Board website to encourage parents to nominate their schools for the Reverend John Markle Home School Communication Award. You may nominate your child's school by submitted a short paragraph describing how your school demonstrates excellence in advancing communication to the following email: communications@dcdsb.ca. Click on the banner to see further details and award criteria.

The deadline for submissions is March 23rd, 2017.

We wish our committee members a wonderful March Break upcoming. School will resume Monday, March 20th.

Item f.2.4 PRO GRANT SUB-COMMITTEE REPORT

Karolina Baker reported that the February 11 Symposium (Mind, Body and Spirit) was very well organized and everything ran smoothly. The attendance was lower than expected but feedback was very positive and the resources appreciated by those parents who participated.

The next event is Paul Davis on April 20. It will not be webcast as the speaker has requested that it not be recorded. Along with his April 20 presentation, Paul Davis will

Item f.2.4 **PRO GRANT SUB-COMMITTEE REPORT - continued**

also speak to two secondary schools and parents in the evening. Superintendent Leclair has shared this opportunity with principals.

Flyers for the April 20 event will go out the week of March 27. Emails have gone out to Catholic School Council Chairs and local church parishes have also be notified, but DCPIC members are asked to continue to promote the event to ensure a good turnout.

Item f.2.5 **COMMUNICATIONS SUB-COMMITTEE REPORT**

Expanding opportunities for social media was discussed. Also, suggestions for flyers and design items were presented: Lucidpress Design Tool for publishing – cost is \$200.00 a year for one year which includes the use of 15,000 graphics. Cost for design of the Mindfulness flyer totaled \$310.00 and \$160.00 for the Symposium flyer. Costs for graphics were \$36.00 for Mindfulness and and \$12.00 for the Symposium.

An inventory of items in the Resource Centre at Giffard resulted in the discovery of several bags, notebooks, pens and books. Most of it is outdated and has the incorrect facebook address on it. It was suggested that the Committee consider ways to use this up before more items are ordered. Please survey your schools as several kindergarten and French immersion info sessions are starting, and if there is a use for any of these items, please contact Karolina Baker. New “swag” ideas can be discussed at the Strategic Planning meeting or 2017/2018.

Item f.2.6 **SCHOOL COUNCIL OUTREACH SUB-COMMITTEE REPORT**

M. Bevan reported that work continues on the DCPIC Resource Binder which will be shared soon with Amanda Roffey.

Item f.2.7 **FAITH FORMATION SUBCOMMITTEE REPORT**

M. O'Neill reported that the Lunch and Learn Session will take place at the Pope Francis Centre on Thursday May 25. Dr. Josephine Lombardi has been booked to speak about the influence of human behaviours with God as the greatest influence. A discussion took place about the logistics of the event including food and the promotion of the event to the parent community and DCDSB staff.

M. O'Neill has reached out to local church parishes and encouraged the committee to make good use of these connections to promote the DCPIC and events. A four day retreat at St. Francis de Sales will take place April 3 - 6 and would be a good opportunity to partner up by providing coffee/tea/cookies at a DCPIC booth.

Item f.2.7 FAITH FORMATION SUBCOMMITTEE REPORT- continued

DCPIC members are encouraged to connect with their parishes to provide DCPIC information and event alerts through bulletins, etc.
The budget for the Faith Subcommittee initiatives would be approximately \$2500.00 in total.

Item f.2.8 POLICY SUBCOMMITTEE REPORT

Deferred for this month

Item f.2.9 BUDGET SUBCOMMITTEE REPORT

R. Lo Presti addressed the budget suggested for the Faith Subcommittee initiatives and asked for a motion to approve this budget:

Motion No. DCPIC2017-03-09-03 Approval of Faith Subcommittee Budget

Moved by K. Beatty, seconded by K. Baker

“THAT the Durham Catholic Parent Involvement Committee approve a budget of 2500.00 for the Faith Subcommittee events.”

Carried

ADJOURNMENT

The DCPIC meeting adjourned at 8:13 p.m. C. Szent-Ivany offered the closing prayer.

Motion No. DCPIC2017-03-09-04 Adjournment

Moved by M. O'Neill, seconded by R. Romain

“THAT the Durham Catholic Parent Involvement Committee meeting of Thursday, March 9, 2017, adjourn.”

Carried

Rose Lo Presti
Vice-Chair, Durham Catholic Parent
Involvement Committee

John Mullins
Superintendent of Education

Recording Secretary: Cynthia Mackey



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: March 27, 2017

Subject: **Durham Student Transportation Services – Regional Bell Time Study**

Origin: R. Putnam, Superintendent of Business & CFO
K. Mechoulam, CAO, Durham Student Transportation Services

RECOMMENDATIONS:

1. Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board receive as information the Regional Bell Time Study prepared by Durham Student Transportation Services (DSTS).”

2. Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve the recommendations of the DSTS Regional Bell Time Study, effective September 2017.”

Rationale

Attached is the Regional Bell Time Study prepared by Durham Student Transportation Services (DSTS). The study was reviewed by the DSTS Governance Committee in November 2016. The report and related recommendations were approved, in-principle, by the respective member Boards in January 2017, subject to public consultation in February 2017. The Governance Committee reviewed input received during the consultation process at its most recent meeting on February 28, 2017. Following discussion, the Governance Committee passed a motion recommending approval of the DSTS Regional Bell Time Study, effective September 2017, by the member Boards at their respective Board meetings in March 2017.

To: Board of Trustees
Re: DSTS Regional Bell Time Study
Date: March 27, 2017

Page 2

Background

DSTS operates under parameters as determined by the member Boards and the DSTS Governance Committee. Such factors include walk distance (eligibility, home to stop), ride times (average, one-way), program (French, Special Education, Alternative Education), school location, school boundaries, supervision windows (as per collective agreements) and school start times. Each of these factors has a direct influence on the efficiency and number of buses required to provide transportation in accordance with the Transportation Policy and Procedures.

From a transportation perspective one of the key performance metrics is tiering of buses wherein a particular bus can be used for multiple routes within the available time the bus can be on the road under contract (typically 90 minutes in the morning and 90 minutes after school). Inherently the more routes a bus can do the more students it can transport within the allotted time.

Coordinated school start times within neighbouring communities significantly enhances DSTS ability to tier buses and to maximize ridership thereby minimizing the number of buses required. The last time a system bell time review was undertaken was ten years ago in 2006/2007. Much has changed within the Region over the past decade including demographic shift, traffic intensification and the creation of new communities. As such, the DSTS Governance Committee commissioned a Regional Bell Time Study during the 2015/2016 school year in order to assess potential opportunities for maximizing efficiency and effectiveness and consequently minimizing the number of buses required.

Recommendations

Staff is pleased to note that the attached report presents recommendations that would reduce the required number of buses by 48. This represents an annual combined savings of approximately \$1.92 million to the member Boards of which DCDSB would see approximately one-third (\$640,000) of the savings based on proportionate ridership. As discussed at the January 19, 2017 Finance Committee meeting, transportation is a non-classroom expenditure. As such, any proposed savings would be of great assistance in maintaining a balanced budget and advancing the Board's Strategic Plan.

In order to achieve the increased efficiency through more effective tiering of buses, DSTS is recommending bell time changes in 38 of 171 schools. Specifically, 27 of the 38 schools would see changes of 10 minutes or less and 11 schools would see changes of 15 minutes or greater. From a DCDSB perspective 10 schools are recommended for a bell time change of which 9 are 10 minutes or less and only 1 school has a proposed change of 15 minutes or greater.

To: Board of Trustees
Re: DSTS Regional Bell Time Study
Date: March 27, 2017

Page 3

Consultation

At the November 2016 meeting the DSTS Governance Committee approved the recommended changes, subject to a joint public consultation process and final approval of the member Boards. The respective Boards approved the recommended changes, in-principle, in January 2017, and provided their support to engage in the joint public consultation process. Public meetings were held on February 13th (Notre Dame CSS), February 14th (All Saints CSS) and February 15th (Port Perry HS), wherein staff and Trustees provided information and received direct feedback with respect to the proposed changes. There was a turnout of approximately 100 parents across the three sessions, with the majority being from DDSB schools with the larger proposed bell time changes.

In addition to the open house sessions, a dedicated email and phone line was made available to parents to provide their input. DSTS received a total of 305 comments from a total population of 24,537 students from the 38 schools who have recommended bell time changes. Of the 305 comments, 8 were from DCDSB parents, with no more than 3 being from any one school.

There was also discussion at the Catholic School Council meeting at St. Thomas Aquinas CS on February 6, 2017, regarding the proposed change of 25 minutes for their school community. In the case of this particular school, there were legacy conditions that precipitated the current bell times which no longer exist. Furthermore, it is anticipated that the proposed bell time change may actually reduce ride times at this particular school given the ability to balance out some of the current routes as a result of increased efficiency and tiering opportunities. In addition, staff are exploring potential before and after school programming opportunities in conjunction with the proposed bell time change.

Conclusion

Staff is recommending approval of the DSTS Regional Bell Time Study and related recommendations, with the proposed bell time changes taking effect September 2017.

AOB:RP:KM:cc
Attachment



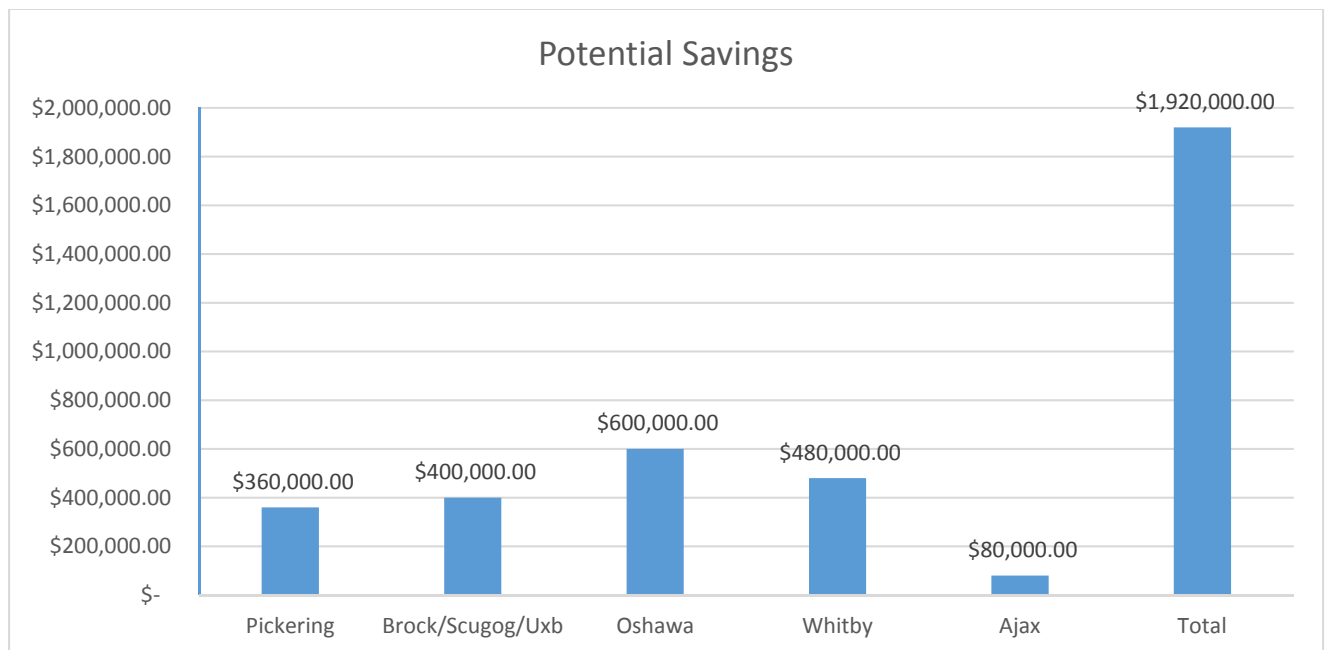
Regional Bell Time Review Consolidated Report

A review of the Ajax, Pickering, Uxbridge, Whitby, Oshawa, Scugog and Brock area school bell times has been conducted. Current and proposed bell times have been provided in separate sections within this document for the areas listed above.

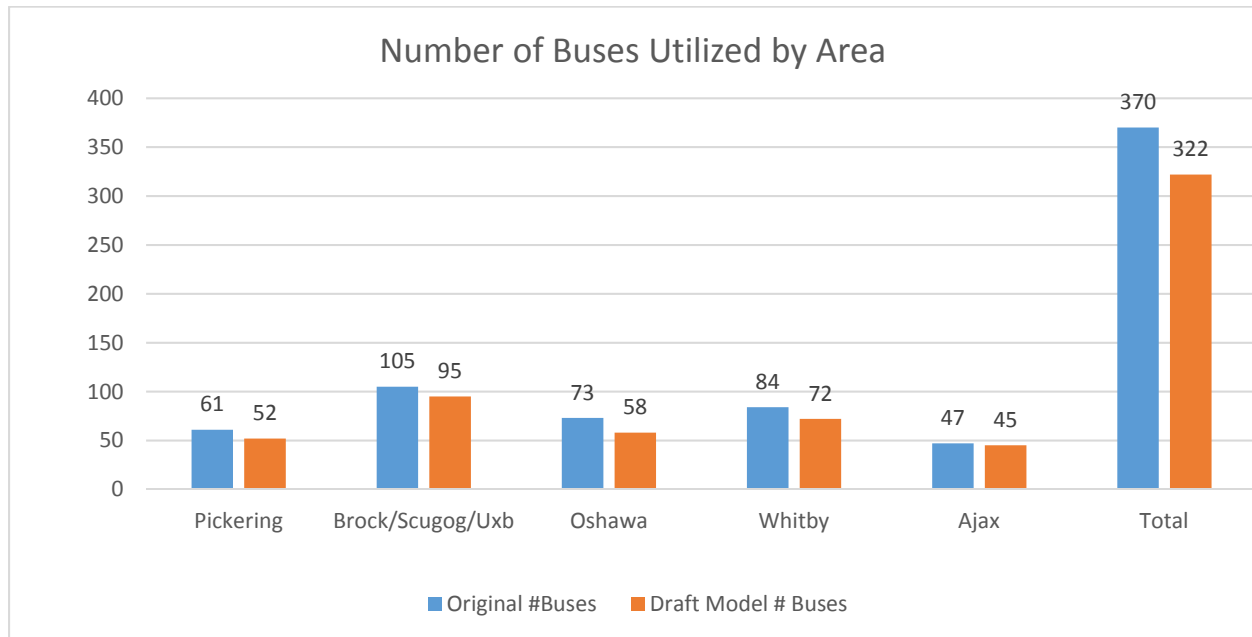
Utilizing the proposed bell times for the areas listed (based on 2015-16 rider data) would result in the following:

- Overall potential savings/reduction of 48 buses
- reduced buses achieved primarily through improved tiering opportunities based on proposed time changes which enables different pairing of schools in many cases and/or reduction in slack time resulting in the ability to facilitate more Tier 2 and Tier 3 routes and the ability to combine runs
- resolution of crossing guard timing issue in North Oshawa (Coldstream and Clearbrook)
- opportunity to address community concerns in Uxbridge with regard to traffic congestion and student safety as well as reduced number of buses going into the areas of concern
- resolution of crossing guard timing issue in Whitby (Dryden and Waller)

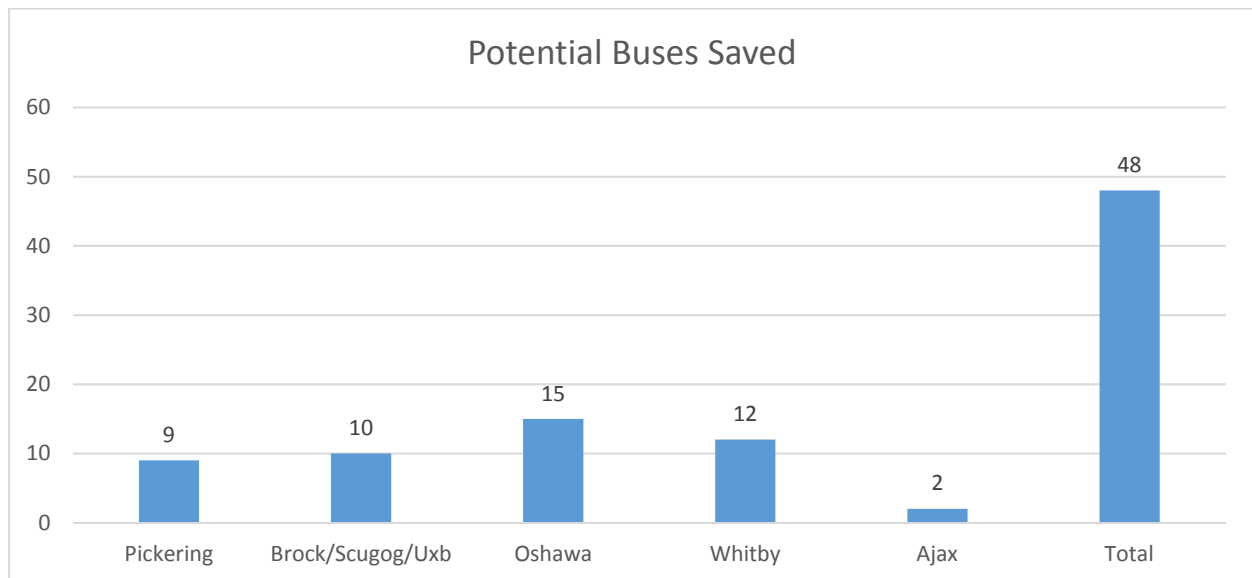
Potential Savings by Area (utilizing approx. cost of \$40,000 per bus)



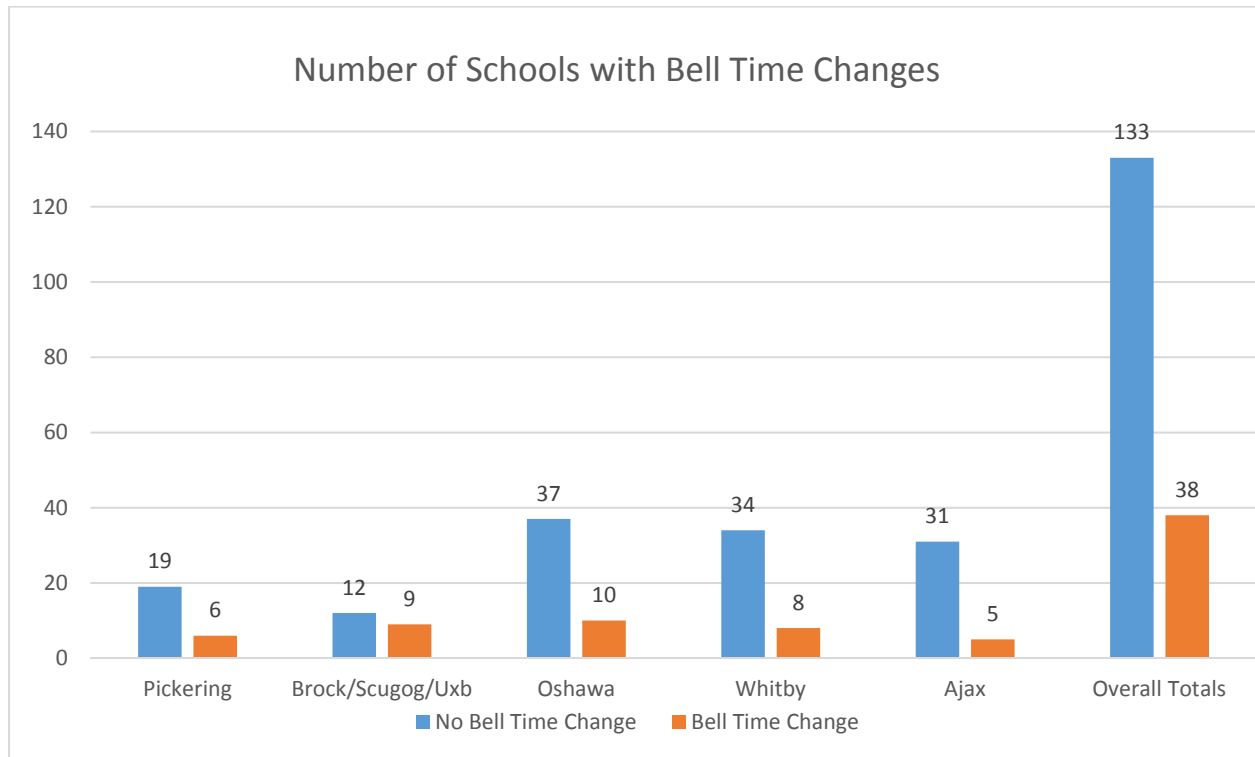
Number of Buses Utilized



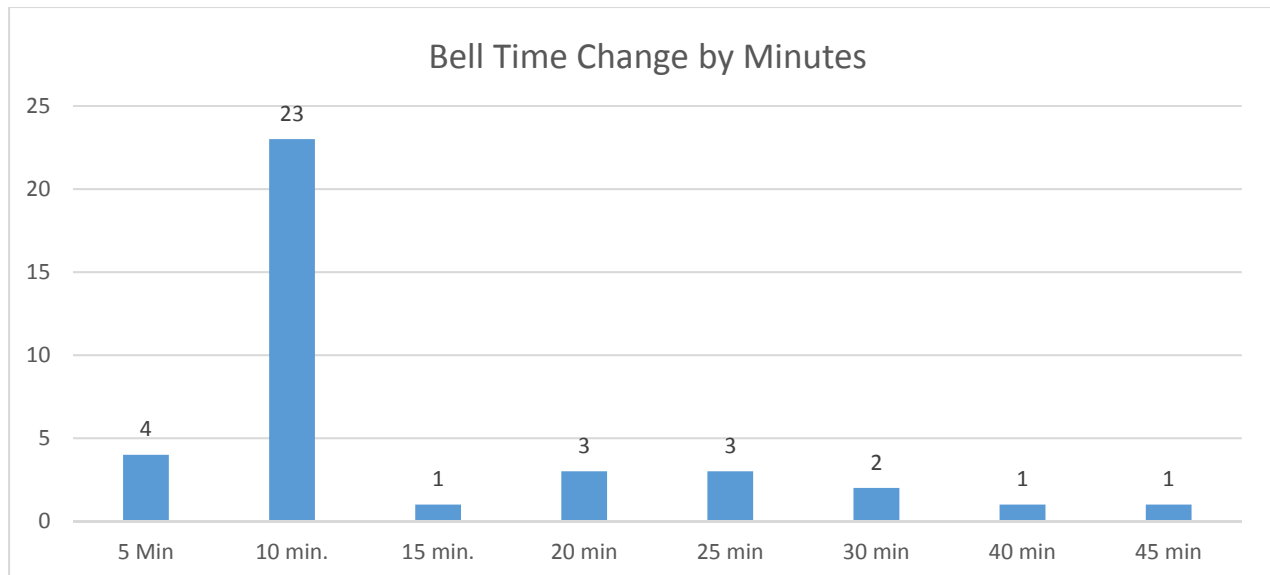
Potential Buses Saved by Area



Number of Schools with Proposed Bell Time Changes



Proposed Bell Time Change Ranges



Above Proposed Bell Time Changes - 71% (5-10 min.), 18% (15-25 min.), 11% (30-45 min.)

Assumptions

- 2015/2016 rider data utilized
- Bell times posted on the respective Board Web Sites (first bell) were utilized
- Rider data was based on grade and program assignment as of the date of the test database development, however, some re-alignment was done for schools with program shifting that was known at the time of the draft database development
- Data utilized is based on current address as of the date the test database was developed for each area
- Draft Modelling was done for 70 passenger buses

Summary

- Potential Savings of \$1,920,000
- Potential of change in fleet re: 70 passenger buses from 370 currently to potentially 322 which represents 13% reduction of current 70 passenger fleet
- Potential Savings/Reduction re: 48 busses off the road
 - ✓ 9 reduced in Pickering
 - ✓ 10 reduced in Brock/Scugog/Uxbridge
 - ✓ 15 reduced in Oshawa
 - ✓ 12 reduced in Whitby
 - ✓ 2 reduced in Ajax
- No Bell Time Change proposed for 133 schools (78% of schools reviewed)
- Bell Time Change proposed for 38 schools (22% of schools reviewed)
- Of the 38 schools with a proposed bell time change
 - ✓ 27 schools - proposed 5-10 minute change
 - ✓ 7 schools - proposed 15-25 minute change
 - ✓ 4 schools - proposed 40-45 minute change
- Potential for resolution of community concerns regarding traffic, safety and crossing guards
- Reduction in volume of buses going into a number of schools
- Reduction of overall number of buses requires less drivers which could assist with offsetting the potential of driver shortages impacting DCDSB and DDSB schools
- Less vehicles on the road provides opportunity to reduce greenhouse gases/carbon footprint
- Some cost savings could potentially be utilized for improved technology and/or other vehicle enhancements which would enhance student safety

Ajax Area Schools Bell Time Review – Draft Model

A review of the Ajax area school bell times was conducted. A chart of the current and proposed bell times is listed below.

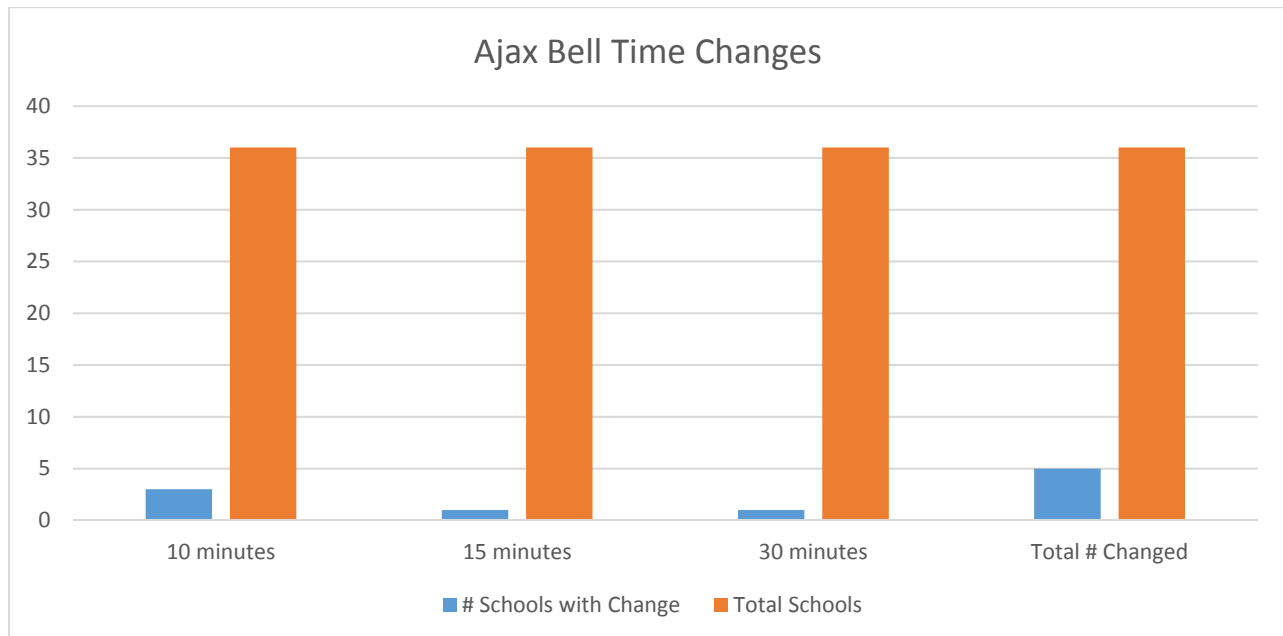
School Name - Elementary	Current		Proposed		Time Variance
	am	pm	am	pm	
Ajax High School	8:55	3:00	9:05	3:05	10 minutes later and shorten lunch by 5 min
Alexander Graham Bell PS	8:05	2:30	8:05	2:30	None
Applecroft PS	8:30	3:15	8:30	3:15	None
Archbishop Denis O'Connor CHS	8:35	2:35	8:40	2:35	None
Bolton C Falby PS	8:10	2:45	8:10	2:45	None
Cadarackque PS	8:00	2:30	8:00	2:30	None
Carruthers Creek PS	8:55	3:35	9:05	3:45	10 minutes later
Da Vinci PS	9:00	3:30	9:00	3:30	None
Dr. Roberta Bondar PS	8:50	3:35	8:50	3:35	None
Duffins Bay PS	8:55	3:25	8:55	3:25	None
Eagle Ridge PS	8:30	3:10	9:00	3:40	30 minutes later
J Clarke Richardson SS	8:45	2:50	8:45	2:40	10 minutes earlier at end of day only
Lakeside PS	8:45	3:25	8:45	3:25	None
Lester B Pearson PS	8:45	3:25	8:45	3:25	None
Lincoln Alexander PS	8:15	2:55	8:15	2:55	None
Lincoln Avenue PS	8:25	3:00	8:25	3:00	None
Lord Elgin PS	8:40	3:10	8:40	3:10	None
Michaelle Jean PS	8:05	2:35	8:05	2:35	None
Notre Dame CSS	8:05	2:05	8:05	2:05	None
Nottingham PS	8:10	2:50	8:10	2:50	None
*Pickering HS	8:30	2:35	8:15	2:20	15 minutes earlier
Roland Michener PS	8:30	3:05	8:30	3:05	None
Romeo Dallaire PS	8:10	2:40	8:10	2:40	None
Southwood Park PS	9:00	3:40	9:00	3:40	None
St. André Bessette CS	8:40	3:10	8:40	3:10	None
St. Bernadette CS	8:55	3:25	8:55	3:25	None
St. Catherine of Siena CS	8:40	3:10	8:40	3:10	None
St. Francis de Sales CS	8:30	3:00	8:30	3:00	None
St. James CS	8:45	3:15	8:45	3:15	None
St. Josephine Bakhita CS	8:40	3:10	8:40	3:10	None
St. Jude CS	9:00	3:30	9:00	3:30	None
St. Patrick CS	8:40	3:10	8:40	3:10	None
St. Teresa of Calcutta CS	8:05	2:30	8:05	2:30	None
Terry Fox PS	8:55	3:35	8:55	3:35	None
Vimy Ridge PS	8:55	3:30	8:55	3:30	None
Westney Heights PS	8:55	3:30	8:55	3:30	None

* Pickering High School is within the Municipality of Ajax and is included above for Bell time changes, however, based on routing efficiency, bus savings/tiering it is included with the Pickering group statistics.

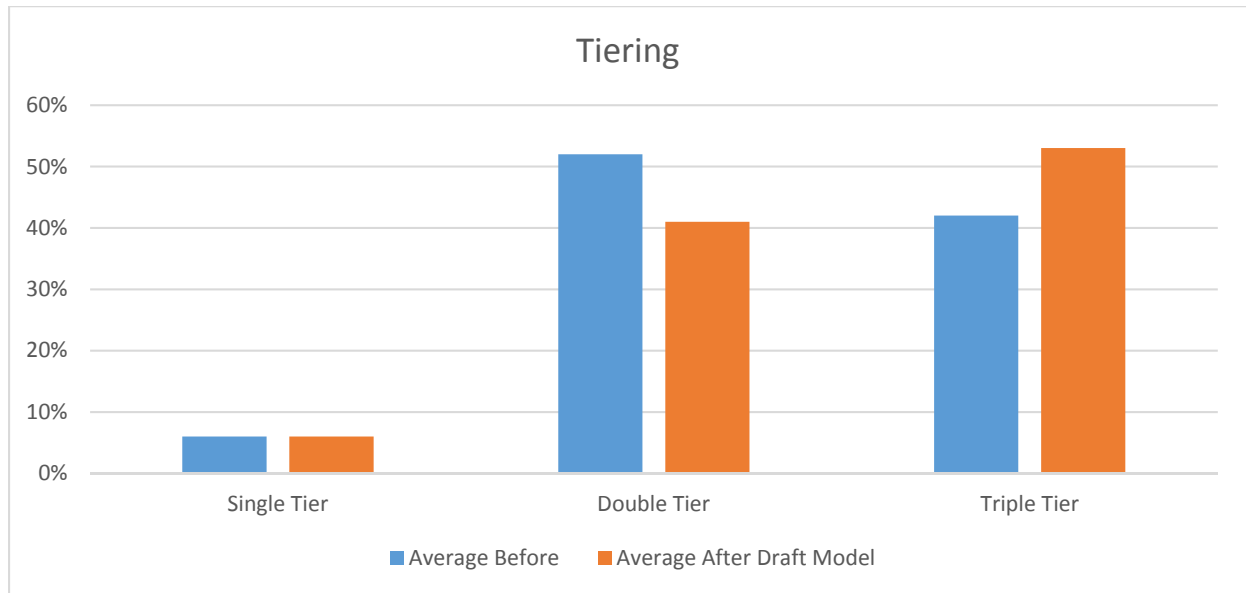
Utilizing the proposed Ajax bell times (based on 2016-17 rider data) will result in the following:

- savings/reduction of 2 buses (4%) - bus utilization (70 passenger) is currently 47 buses – new draft model would utilize 45 buses
- reduced buses achieved primarily through improved tiering opportunities based on proposed time changes, which enables different pairing of schools in many cases and/or reduction in slack time, which resulted in the ability to facilitate more Tier 3 routes
- 36 Ajax schools - 11 DCDSB and 25 DDSB
- 5 (out of 36) Ajax schools with proposed bell time changes (see chart below)
 - ✓ 1 school proposed 10 minutes earlier dismissal only with shorter lunch to 40 min
 - ✓ 2 schools proposed 10 minutes later
 - ✓ 1 school proposed 15 minutes earlier
 - ✓ 1 school proposed 30 minutes later
 - ✓ 14% of schools have proposed bell time changes (with 60% of those schools in the ten minute or less category)
- Previously 100% of routes with multiple schools – new model has 100% as well
- Previously 6% of routes with single runs – new model would remain at 6%
- Ride times will remain primarily the same (see chart)

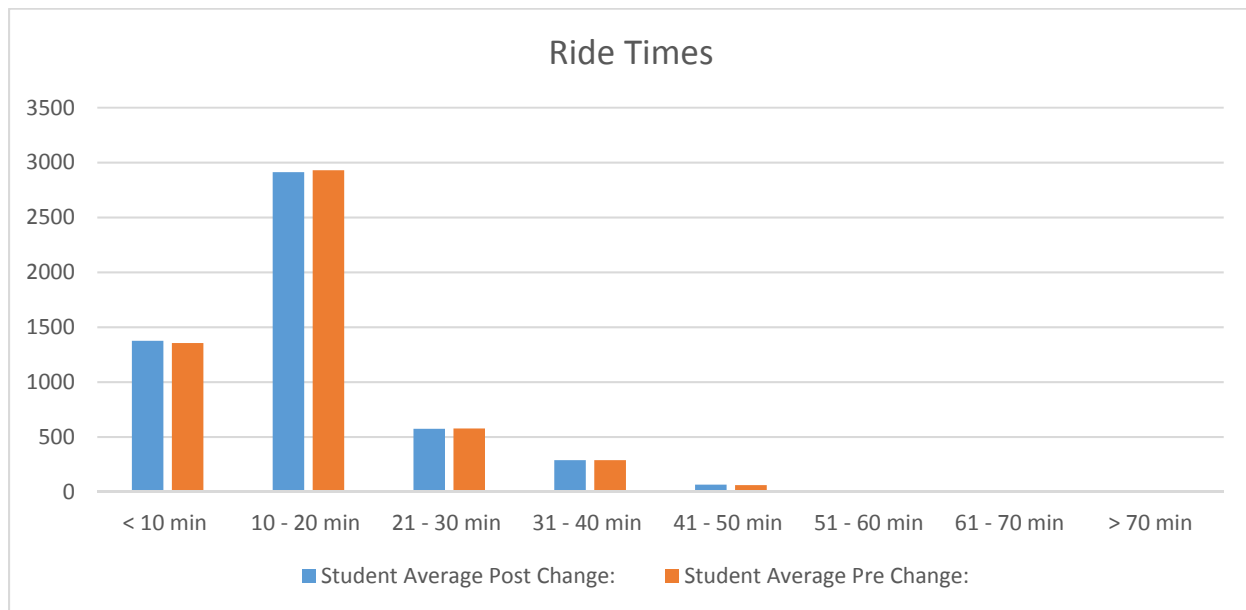
AJAX BELL TIME CHANGES



AJAX TIERING



AJAX RIDE TIMES



AJAX - Other Considerations:

- The reduction of buses is based on the current transportation policy and rider data.
- In the event of a DDSB policy change regarding secondary student eligibility for transportation moving from a distance of more than 4.0 km to more than 3.2 km, this change would potentially require an additional 14 runs (7 am/7pm). Subject to implementing the draft model and adjusting current runs we could facilitate 12 runs (6am/6pm) which would result in the need for **one additional bus**.
- In the event of a DDSB policy change regarding transportation eligibility of JK/SK students for transportation when attending a single track French Immersion school where a sibling is currently attending and is eligible for transportation, this will require **one bus** to accommodate within the proposed model, however this bus could be tiered with the additional bus required for the Secondary 3.2 (if policy change occurs), which would result in no additional buses required for this initiative.

Whitby Area Schools Bell Time Review – Draft Model

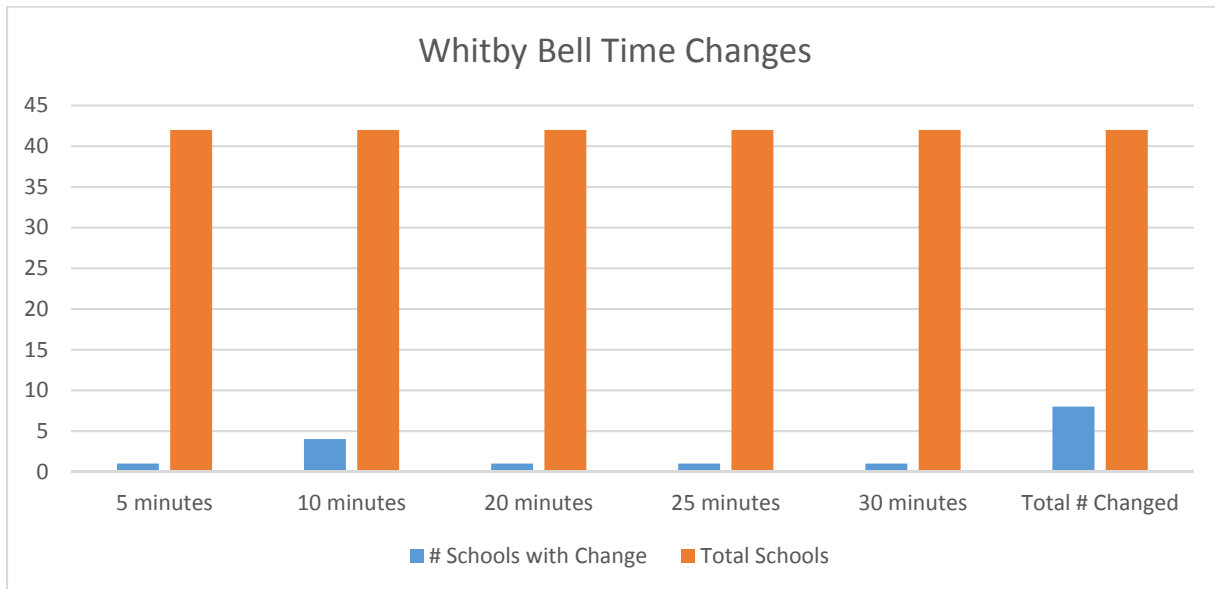
A review of the Whitby area school bell times was conducted. A chart of the current and proposed bell times is listed below.

School Name - Elementary	Current		Proposed		Time Variance
	am	pm	am	pm	
All Saints CSS	8:50	2:55	8:50	2:55	None
Anderson Collegiate	8:40	2:45	8:40	2:45	None
Bellwood PS	9:05	3:35	9:05	3:35	None
Blair Ridge PS	8:25	3:00	8:25	3:00	None
Brooklin High School	8:10	2:15	8:10	2:15	None
Brooklin Village PS	8:55	3:30	8:55	3:30	None
Captain Michael VandenBos PS	8:15	2:50	8:15	2:50	None
CE Broughton PS	8:35	3:05	8:35	3:05	None
Chris Hadfield PS	9:00	3:40	9:00	3:40	None
Colonel JE Farewell PS	8:50	3:20	8:50	3:20	None
Donald A. Wilson SS	8:40	2:40	8:10	2:10	30 minutes earlier
Dr. Robert Thornton PS	8:55	3:35	8:55	3:35	None
EA Fairman PS	8:30	3:00	8:30	3:00	None
Fallingbrook PS	8:45	3:15	8:45	3:15	None
Father Leo Austin CSS	8:50	2:45	8:50	2:45	None
Glen Dhu PS	8:55	3:25	8:55	3:25	None
Henry Street HS	9:00	3:05	9:00	3:05	None
Jack Miner PS	8:05	2:40	8:05	2:40	None
John Dryden PS	8:10	2:45	8:30	3:05	20 minutes later
Julie Payette PS	8:00	2:35	7:55	2:30	5 minutes earlier
Meadowcrest PS	8:50	3:30	9:00	3:40	10 minutes later
Ormiston PS	8:30	3:10	8:30	3:10	None
Pringle Creek PS	9:00	3:35	9:10	3:45	10 minutes later
Robert Munsch PS	9:05	3:35	9:05	3:35	None
Sinclair SS	8:15	2:20	8:40	2:45	25 minutes later
Sir Samuel Steele PS	8:55	3:25	8:55	3:25	None
Sir William Stephenson PS	9:05	3:35	9:05	3:35	None
St. Bernard CS	8:30	3:00	8:30	3:00	None
St. Bridget CS	8:45	3:15	8:45	3:15	None
St. John the Evangelist CS	9:00	3:30	9:00	3:30	None
St. John Paul II CS	8:20	2:50	8:20	2:50	None
St. Leo CS	8:15	2:45	8:05	2:35	10 minutes earlier
St. Luke the Evangelist CS	8:15	2:45	8:15	2:45	None
St. Marguerite d'Youville CS	8:30	3:00	8:20	2:50	10 minutes earlier
St. Mark the Evangelist CS	9:00	3:30	9:00	3:30	None
St. Matthew the Evangelist CS	8:45	3:15	8:45	3:15	None
St. Paul CS	8:45	3:15	8:45	3:15	None
St. Theresa CS	8:45	3:15	8:45	3:15	None
West Lynde PS	9:00	3:30	9:00	3:30	None
Whitby Shores PS	8:50	3:20	8:50	3:20	None
Williamsburg PS	8:05	2:40	8:05	2:40	None
Winchester PS	8:40	3:15	8:40	3:15	None

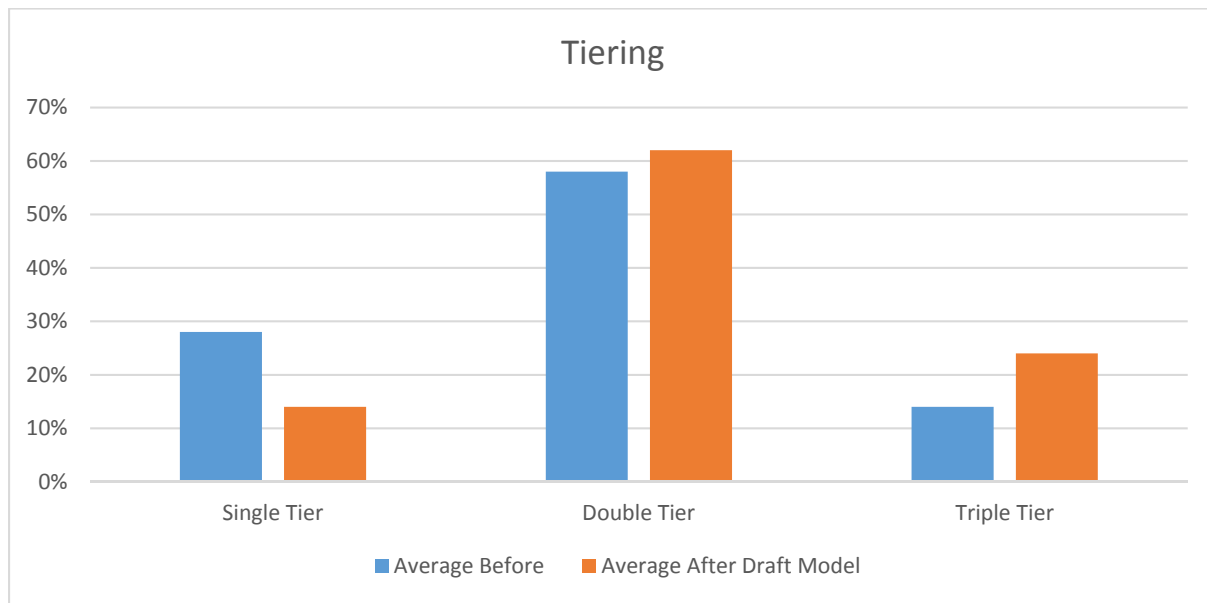
Utilizing the proposed Whitby bell times (based on 2015-16 rider data) will result in the following:

- savings/reduction of 12 buses (14.5%) - bus utilization (70 passenger) is 84 buses – new draft model would utilize 72 buses
- reduced buses achieved primarily through improved tiering opportunities based on proposed time changes, which enables different pairing of schools in many cases and/or reduction in slack time, which resulted in the ability to facilitate more Tier 2 and Tier 3 routes and the ability to blend a few runs (see chart)
- resolution of crossing guard timing issue in Whitby (Dryden and Waller) which came about as a result of the French Immersion program allocated to John Dryden PS
- 42 Whitby schools - 13 DCDSB and 29 DDSB
- 8 (out of 42) Whitby schools with proposed bell time changes (see chart below)
 - ✓ 1 school proposed 5 minutes earlier
 - ✓ 2 schools proposed 10 minutes earlier
 - ✓ 2 schools proposed 10 minutes later
 - ✓ 1 school proposed 20 minutes later
 - ✓ 1 school proposed 25 minutes later
 - ✓ 1 school proposed 30 minutes earlier
 - ✓ 19% of schools have proposed bell time changes (with 63% of those schools in the ten minute or less category)
- Previously 87% of routes with multiple schools – new model would improve this to 96%
- Previously 28% of routes with single runs – new model would reduce this to 14%
- Ride times will remain primarily the same (see chart)

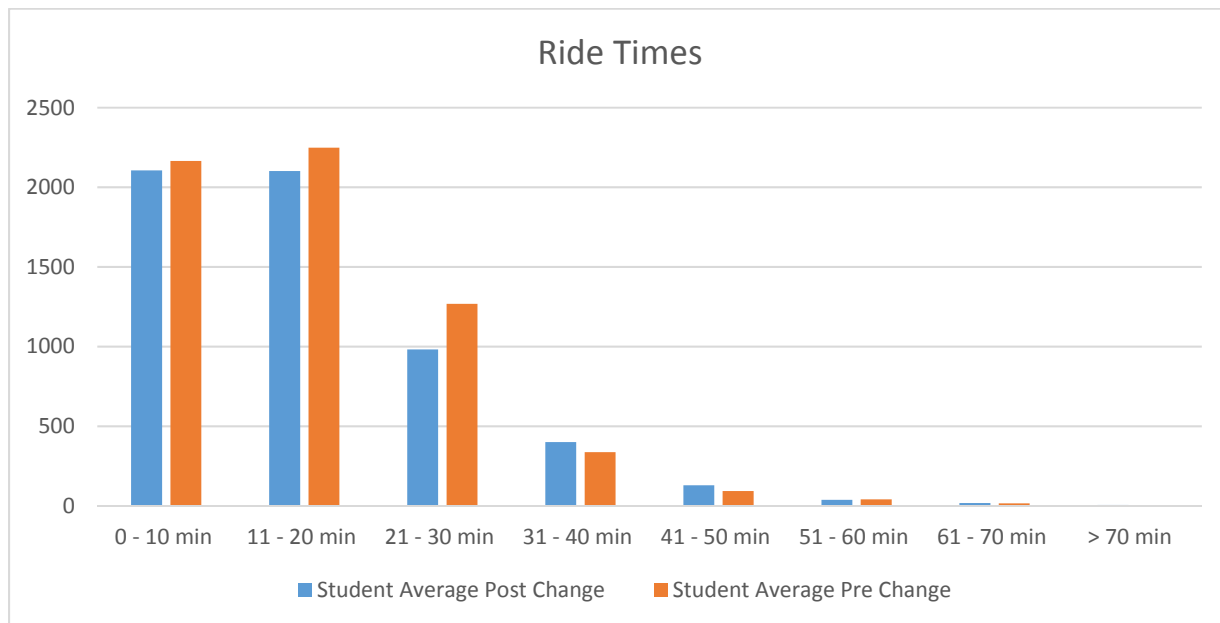
WHITBY BELL TIME CHANGES



WHITBY TIERING



WHITBY RIDE TIMES



WHITBY - Other Considerations:

- The reduction of buses is based on the current transportation policy and rider data.
- In the event of a DDSB policy change regarding secondary student eligibility for transportation moving from a distance of more than 4.0 km to more than 3.2 km, this change would potentially require an additional 10 runs (5 am/5pm). Accommodating these runs would require an **additional three buses**, which could be tiered between the Whitby Secondary Schools subject to the proposed bell time changes.
- In the event of a DDSB policy change regarding transportation eligibility of JK/SK students for transportation when attending a single track French Immersion school where a sibling is currently attending and is eligible for transportation, this will require **one bus** to accommodate within the proposed model.

Oshawa Area Schools Bell Time Review – Draft Model

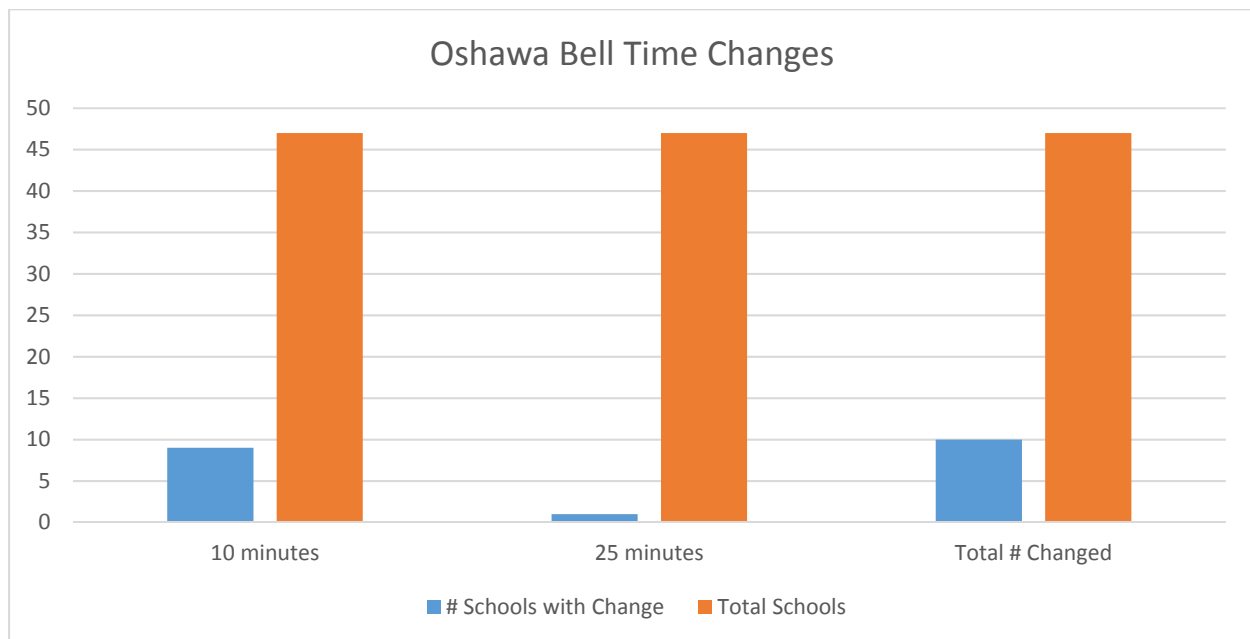
A review of the Oshawa area school bell times was conducted in early 2016. A chart of the current and proposed bell times is listed below.

School	Current		Proposed		Time Variance
	am	pm	am	pm	
Adelaide McLaughlin PS	8:05	2:40	8:05	2:40	None
Beau Valley PS	8:40	3:05	8:40	3:05	None
Bobby Orr PS	8:55	3:25	8:55	3:25	None
Clara Hughes PS	9:05	3:35	9:05	3:35	None
College Hill PS	8:30	3:00	8:30	3:00	None
Coronation PS	9:00	3:35	9:10	3:45	10 minutes later
David Bouchard PS	7:55	2:35	7:55	2:35	None
Dr. C.F. Cannon PS	8:25	2:55	8:25	2:55	None
Dr. S.J. Phillips PS	8:40	3:20	8:40	3:20	None
Eastdale CVI	8:45	2:45	8:55	2:55	10 minutes later
Father Joseph Venini CS	8:45	3:15	8:45	3:15	None
Forest View PS	8:10	2:40	8:10	2:40	None
G.L. Roberts CVI	8:50	2:55	8:50	2:55	None
Glen Street PS	8:55	3:15	8:55	3:15	None
Gordon B. Attersley PS	8:55	3:25	8:55	3:25	None
Harmony Heights PS	8:25	2:55	8:25	2:55	None
Hillsdale PS	8:40	3:10	8:40	3:10	None
Kedron PS	8:00	2:30	8:00	2:30	None
Lakewoods PS	8:40	3:10	8:40	3:10	None
Mary St Community School	8:45	3:15	8:45	3:15	None
Maxwell Heights	8:25	2:30	8:25	2:30	None
Msgr. John Pereyma CSS	9:00	2:55	9:00	2:55	None
Msgr. Paul Dwyer CHS	8:15	2:10	8:15	2:10	None
Msgr. Philip Coffey CS	8:45	3:15	8:55	3:25	10 minutes later
Norman G. Powers PS	7:55	2:30	7:55	2:30	None
O'Neill CVI	8:25	2:30	8:15	2:20	10 minutes earlier
Oshawa Central CI	8:40	2:50	8:40	2:50	Closing
Pierre Elliott Trudeau PS	8:40	3:15	8:40	3:15	None
Queen Elizabeth PS	8:35	3:00	8:35	3:00	None
R.S. McLaughlin CVI	8:40	2:45	8:40	2:45	None
Seneca Trail PS	9:10	3:40	9:10	3:40	None
Sherwood PS	8:50	3:15	8:50	3:15	None
Sir Albert Love CS	8:45	3:15	8:45	3:15	None
St. Christopher CS	8:55	3:25	9:05	3:35	10 minutes later
St. Hedwig CS	8:45	3:15	8:45	3:15	None
St. John Bosco CS	8:10	2:40	8:20	2:50	10 minutes later
St. John XXIII CS	8:55	3:25	9:05	3:35	10 minutes later
St. Joseph CS	8:30	3:00	8:30	3:00	None
St. Kateri Tekakwitha CS	8:15	2:45	8:15	2:45	None
St. Thomas Aquinas CS	8:40	3:10	9:05	3:35	25 minutes later
Stephen Saywell PS	8:50	3:20	8:50	3:20	None
Sunset Heights PS	8:20	2:50	8:10	2:40	10 minutes earlier
Village Union PS	8:40	3:10	8:40	3:10	None
Vincent Massey PS	8:30	3:10	8:30	3:10	None
Walter E. Harris PS	8:10	2:50	8:00	2:40	10 minutes earlier
Waverly PS	8:35	3:00	8:35	3:00	None
Woodcrest PS	8:45	3:00	8:45	3:00	None

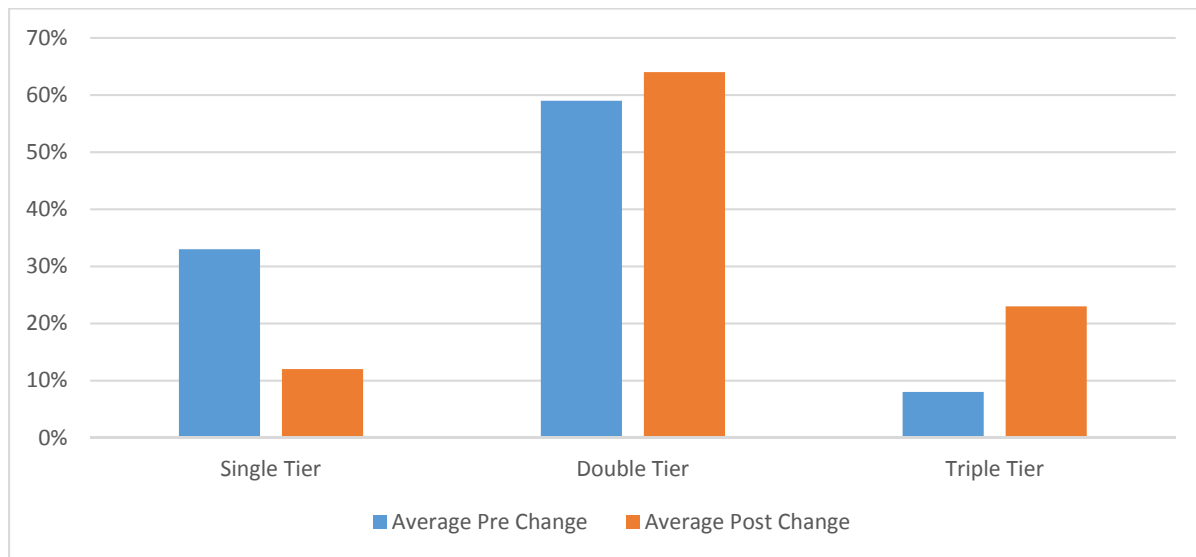
Utilizing the proposed Oshawa bell times (based on 2015-16 rider data) will result in the following:

- savings/reduction of 15 buses (21%) - bus utilization (70 passenger) is 73 buses – new draft model would utilize 58 buses
- reduced buses achieved primarily through improved tiering opportunities based on proposed time changes, which enables different pairing of schools in many cases and/or reduction in slack time, which resulted in the ability to facilitate more Tier 2 and Tier 3 routes and the ability to blend a few runs (see chart)
- resolution of crossing guard timing issue in North Oshawa (Coldstream and Clearbrook)
- 47 Oshawa schools - 12 DSCSB and 35 DDSB (including Oshawa Central CVI)
- 10 (out of 47) Oshawa schools with proposed bell time changes (see chart below)
 - ✓ 6 schools proposed 10 minutes later
 - ✓ 3 schools proposed 10 minutes earlier
 - ✓ 1 school proposed 25 minutes earlier
 - ✓ 21% of schools have proposed bell time changes (with 90% of those schools in the ten minute category)
- Previously 73% of routes with multiple schools – new model would improve this to 95%
- Previously 33% of routes with single runs – new model would reduce this to 12%
- Ride times will remain primarily the same (see chart)

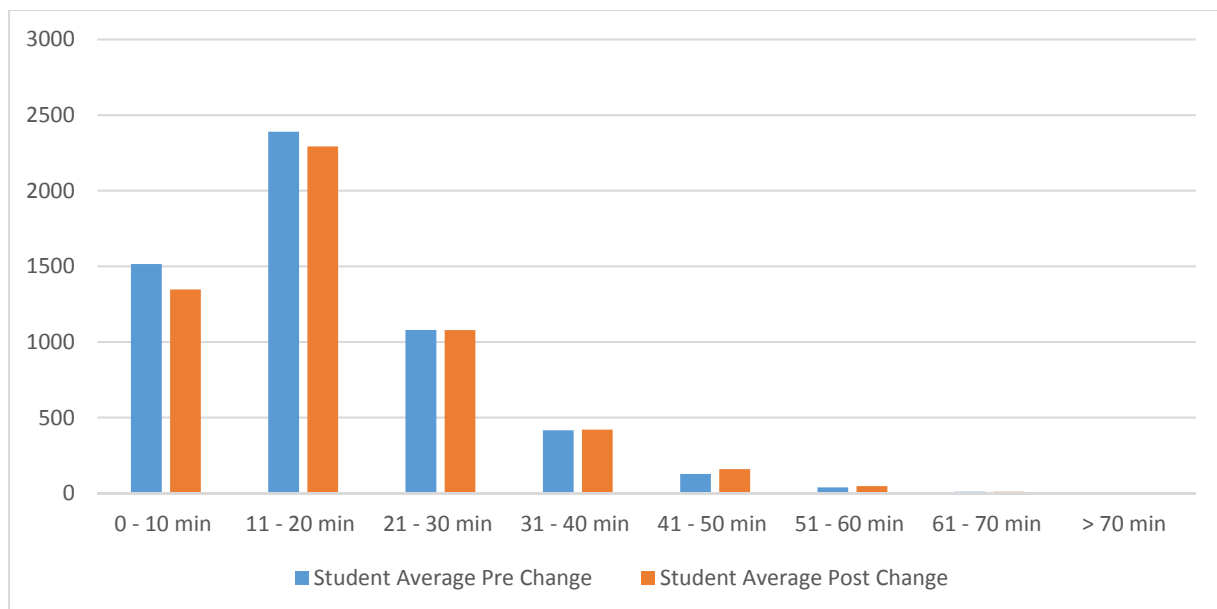
OSHAWA BELL TIME CHANGES



OSHAWA TIERING



OSHAWA RIDE TIMES



OSHAWA - Other Considerations:

- The reduction of buses is based on the current transportation policy and rider data. It does not take into consideration the additional buses required as a result of special transportation approved for a three year transitional period for all **current** Oshawa Central CI students (approximately 3 buses).
- In the event of a DDSB policy change regarding secondary student eligibility for transportation moving from a distance of more than 4.0 km to more than 3.2 km, this change would potentially require an additional 16 runs (8 am/8pm). Accommodating these runs would require an **additional four buses**, which could be tiered between O'Neill/Eastdale subject to the proposed bell time changes.
- In the event of a DDSB policy change regarding transportation eligibility of JK/SK students for transportation when attending a single track single French Immersion school where a sibling is currently attending and is eligible for transportation, this can be accommodated within the proposed model.

Pickering Area Schools Bell Time Review – Draft Model

A review of the Pickering area school bell times was conducted. A chart of the current and proposed bell times is listed below.

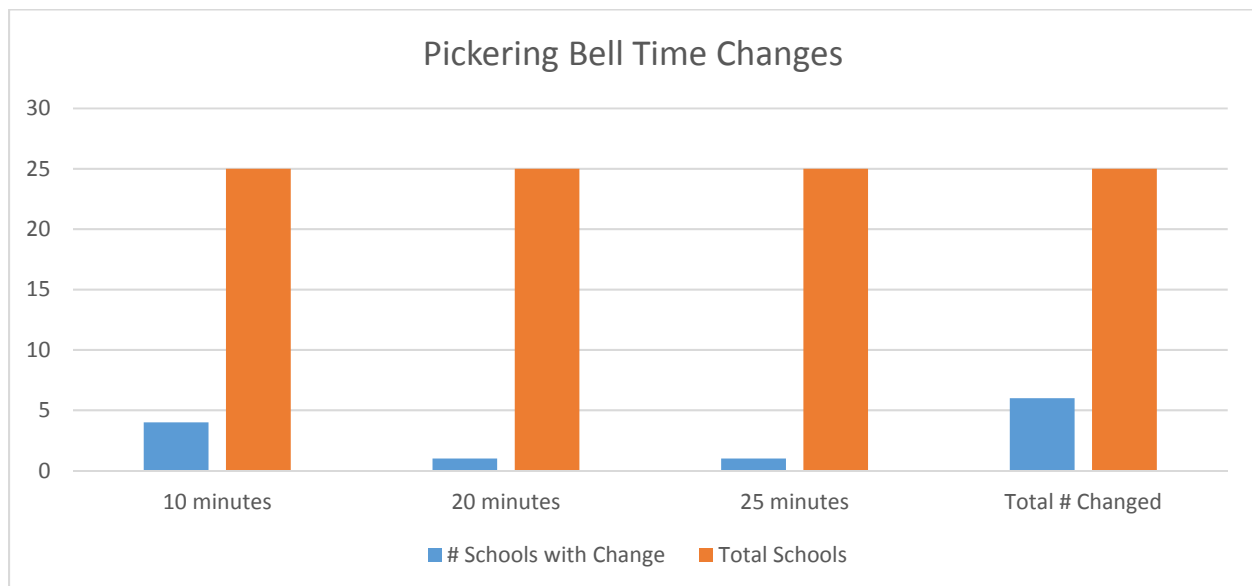
School Name	Current		Proposed		Time Variance
	am	pm	am	pm	
Altona Forest PS	8:05	2:35	7:55	2:25	10 minutes earlier
Bayview Heights PS	8:05	2:30	8:30	2:55	25 minutes later
Claremont PS	9:05	3:35	9:05	3:35	None
Dunbarton HS	8:40	2:51	8:40	2:51	None
Elizabeth B. Phin PS	8:40	3:15	8:40	3:15	None
Fairport Beach PS	8:40	3:15	8:40	3:15	None
Father Fenelon CS	9:00	3:30	9:00	3:30	None
Frenchman's Bay PS	7:55	2:30	7:55	2:30	None
Gandatsetiagon PS	8:50	3:30	9:00	3:40	10 minutes later
Glengrove PS	8:40	3:10	8:40	3:10	None
Highbush PS	8:45	3:15	8:45	3:15	None
Maple Ridge PS	8:55	3:35	8:55	3:35	None
Pine Ridge SS	8:30	2:30	8:10	2:10	20 minutes earlier
Rosebank PS	8:40	3:10	8:40	3:10	None
Sir John A. Macdonald PS	8:55	3:15	8:55	3:15	None
St. Elizabeth Seton CS	8:10	2:40	8:00	2:30	10 minutes earlier
St. Isaac Jogues CS	9:00	3:30	9:00	3:30	None
St. Mary CSS	9:00	3:00	9:00	3:00	None
St. Monica CS	8:35	3:05	8:35	3:05	None
St. Wilfrid CS	8:10	2:40	8:00	2:30	10 minutes earlier
Valley Farm PS	8:25	3:05	8:25	3:05	None
Valley View PS	8:00	2:40	8:00	2:40	None
Vaughan Willard PS	8:45	3:20	8:45	3:20	None
Westcreek PS	8:50	3:30	8:50	3:30	None
William Dunbar PS	8:45	3:15	8:45	3:15	None

* Pickering High School is within the Municipality of Ajax and is not included above for Bell time changes, however, based on routing efficiency, bus savings/tiering, Pickering High School is included with the Pickering group statistics.

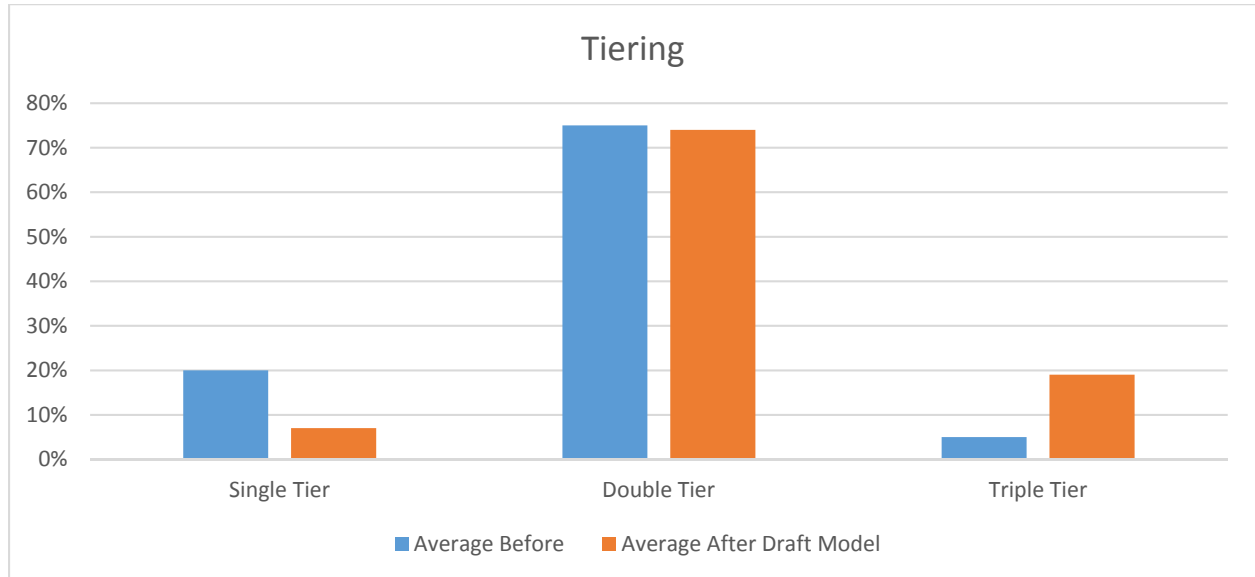
Utilizing the proposed Pickering bell times (based on 2015-16 rider data) will result in the following:

- savings/reduction of 9 buses (15%) - bus utilization (70 passenger) is currently 61 buses – new draft model would utilize 52 buses
- reduced buses achieved primarily through improved tiering opportunities based on proposed time changes, which enables different pairing of schools in many cases and/or reduction in slack time, which resulted in the ability to facilitate more Tier 2 and Tier 3 routes
- 25 Pickering schools - 6 DCDSB and 19 DDSB
- 6 (out of 25) Pickering schools with proposed bell time changes (see chart below)
 - ✓ 3 schools proposed 10 minutes earlier dismissal
 - ✓ 1 school proposed 10 minutes later
 - ✓ 1 school proposed 20 minutes earlier
 - ✓ 1 school proposed 25 minutes later
 - ✓ 24% of schools have proposed bell time changes (with 67% of those schools in the ten minute or less category)
- Previously 87% of routes with multiple schools – new model has 100%
- Previously 20% of routes with single runs – new model would reduce this to 7%
- Ride times will remain primarily the same (see chart)

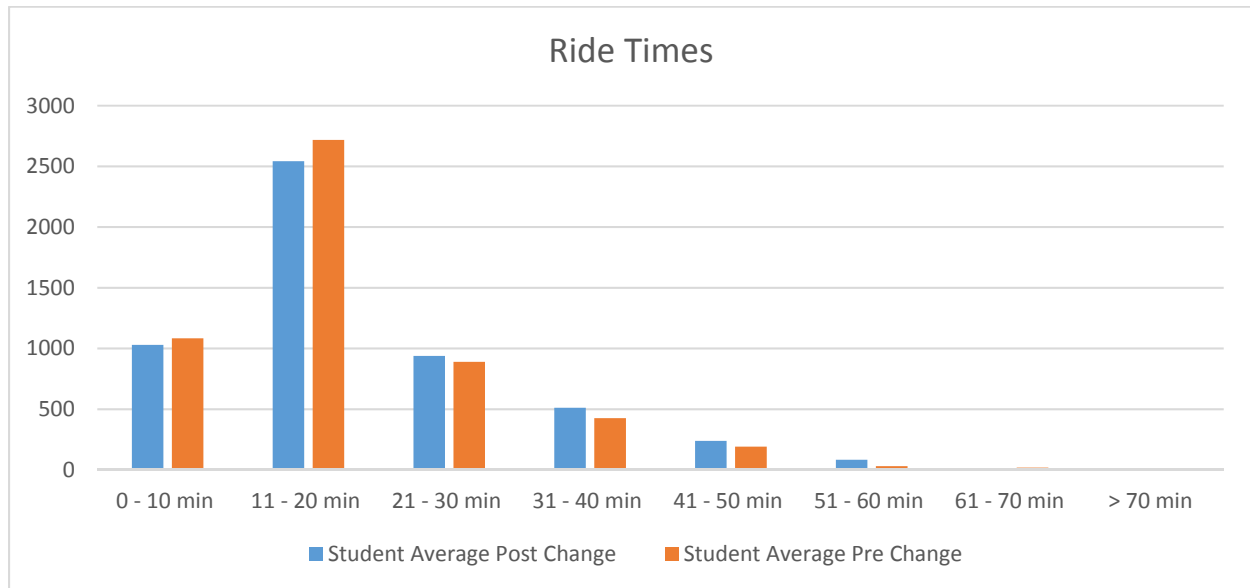
PICKERING BELL TIME CHANGES



PICKERING TIERING



PICKERING RIDE TIMES



PICKERING - Other Considerations:

- The reduction of buses is based on the current transportation policy and rider data.
- In the event of a DDSB policy change regarding secondary student eligibility for transportation moving from a distance of more than 4.0 km to more than 3.2 km, this change would potentially require an additional 10 runs (5 am/5pm). Subject to implementing the draft model and adjusting current runs we could facilitate 6 runs (3am/3pm) which would result in the need for **two additional buses**.
- In the event of a DDSB policy change regarding transportation eligibility of JK/SK students for transportation when attending a single track French Immersion school where a sibling is currently attending and is eligible for transportation, this will require **two buses** to accommodate within the proposed model.

Brock Area Schools Bell Time Review – Draft Model

There are no bell time changes proposed for Brock Area schools.

Scugog Area Schools Bell Time Review - Draft Model

A review of the Scugog area school bell times was conducted in December 2015/January 2016. A chart of the current and proposed bell times is listed below.

School	Current		# Buses	Proposed		# Buses	Bell Time Variance
	am	pm		am	pm		
Cartwright Central	8:05	2:35	8	8:05	2:35	8	No change
Good Shepherd CS	8:55	3:25	9	9:05	3:35	13	10 minutes later
Greenbank PS	8:25	3:00	4	8:05	2:40	4	20 minutes earlier
Prince Albert PS	9:10	3:35	6	9:10	3:35	5	No change
R.H. Cornish PS	9:00	3:25	30	9:10	3:35	30	10 minutes later
S.A. Cawker PS	8:20	2:50	9	9:05	3:35	10	45 minutes later
Port Perry HS	8:50	3:10	38	8:55	3:15	38	5 minutes later
Epsom PS	8:10	2:45	2				Potential Closure - Recommendation of ARC to be finalized

Utilizing the proposed bell times will result in the following:

- saving of 5 buses overall
- 1 less bus going into Prince Albert Public School
- 1 additional bus going into S.A. Cawker
- remaining schools have same amount of runs

The saving of 5 buses is achieved through better tiering opportunities as a result of bell time changes. The tiering opportunities enables elimination of buses but not necessarily elimination of runs as demonstrated in the chart above. Some of the runs were blended and others tiered.

With multiple programs and language tracks at R.H. Cornish PS and Port Perry HS, although extensive review took place, due to the distance, ride times, and high proportion of runs blended, the number of buses going into these schools has not changed. Some runs which were not previously tiered are now tiered, which has contributed to the overall savings of five buses.

Uxbridge Area Schools Bell Time Review - Draft Model

A review of the Uxbridge area school bell times was conducted in December 2015/January 2016. A chart of the current and proposed bell times is listed below.

School	Current		# Buses	Proposed		# Buses	Bell Time Variance
	am	pm		am	pm		
Goodwood PS	8:00	2:40	6	8:00	2:40	6	No change
Joseph Gould PS	8:30	3:05	11	9:10	3:45	7	40 minutes later
Quaker Village PS	8:30	3:10	4	8:40	3:20	4	10 minutes later
Scott Central PS	8:05	2:35	8	8:00	2:30	8	5 minutes earlier
Uxbridge PS	8:55	3:25	12	9:00	3:30	15	5 minutes later
Uxbridge SS	8:25	2:40	22	8:25	2:40	19	No change
St. Joseph Uxbridge CS	8:55	3:25	14	8:55	3:25	16	No change

Utilizing the proposed bell times will result in the following:

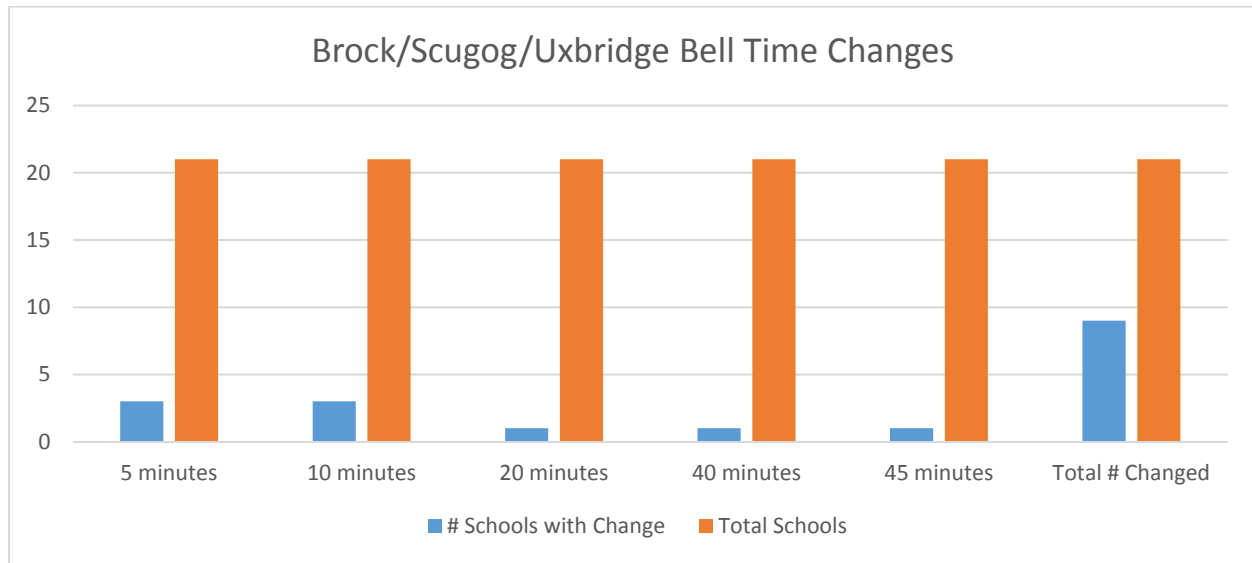
- saving of 5 buses overall
- 4 less buses going into Joseph Gould PS
- 3 less buses going into Uxbridge SS
- 3 more buses going into Uxbridge PS
- 2 more buses going into St. Joseph Uxbridge CS

The saving of 5 buses is achieved through different tiering opportunities as a result of bell time changes. The tiering opportunities enables elimination of buses but not necessarily elimination of runs as demonstrated in the chart above. Some of the runs were blended and others tiered. In some cases the route changes enabled a reduction in the number of buses going into the schools, however, in other situations the number of buses going into the schools remained the same or increased, even though there was an overall savings of buses.

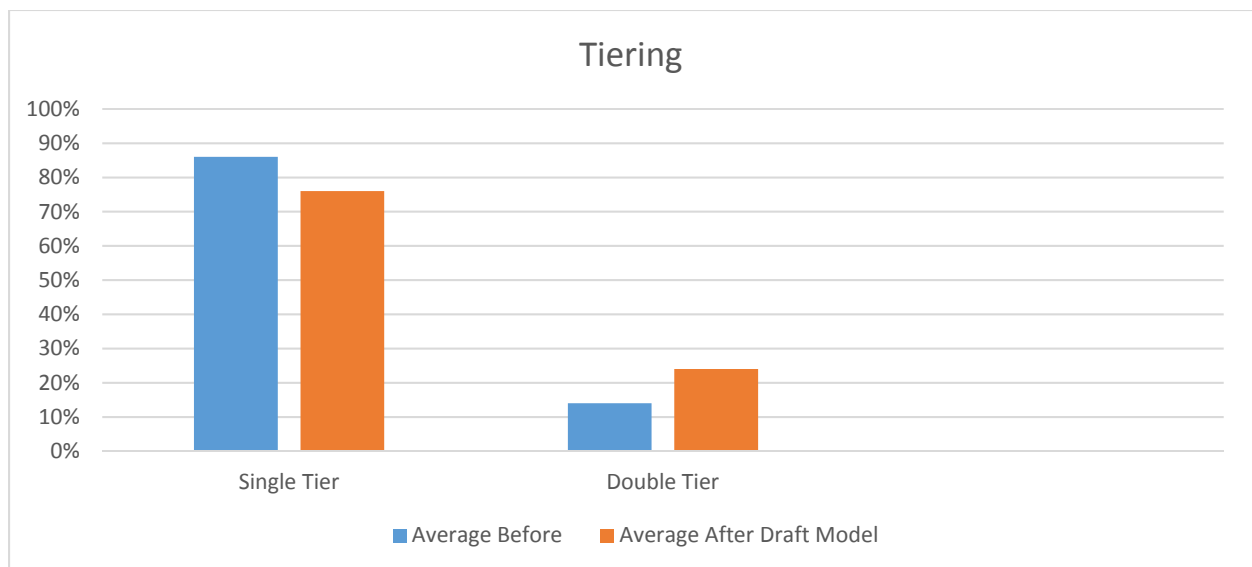
With multiple programs and language tracks at Uxbridge Secondary School, Uxbridge Public School and St. Joseph Catholic School, although extensive review took place, due to the distance, ride times, and high proportion of runs blended, there were some adjustments in the number of buses going into these schools, however, they continue to have a high volume of busing and required buses. Some runs which were not previously tiered are now tiered, which has contributed to the overall savings of five buses.

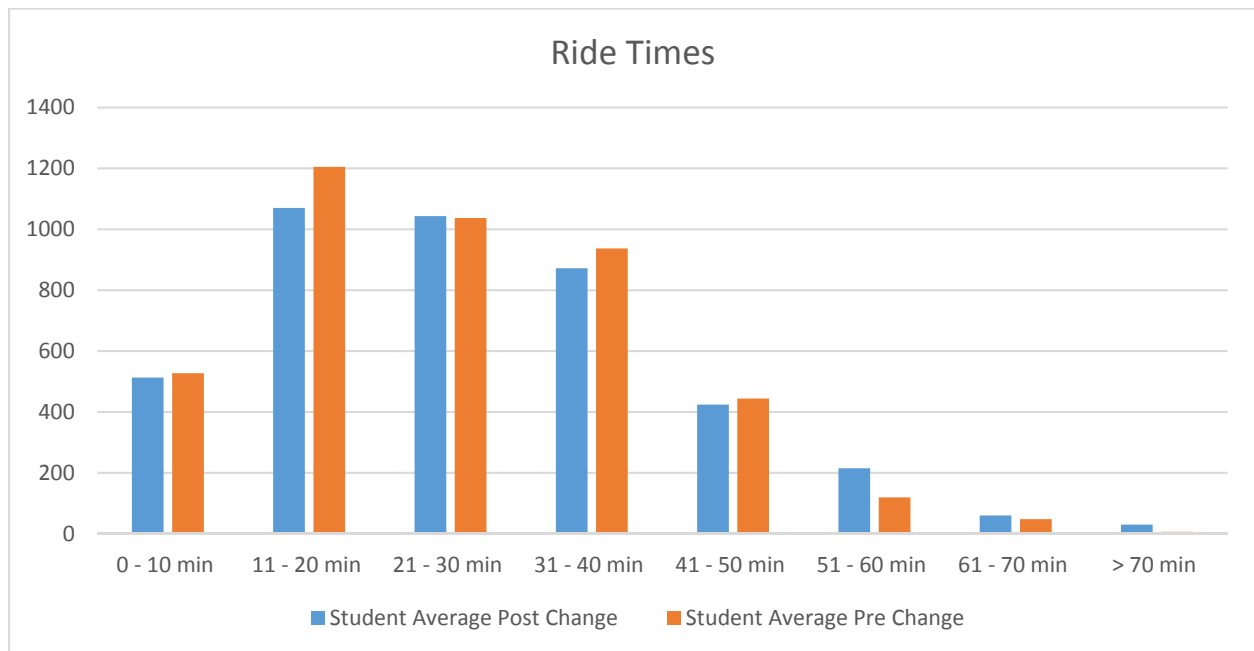
In order to facilitate the opportunity of bus savings as well as address school community and concerns of the town with regard to traffic congestion and student safety, the school hours of Joseph Gould PS could be adjusted as indicated in the chart above. In making the adjustments, DSTS would be able to reduce the actual number of buses going into Joseph Gould PS as well as Uxbridge Secondary School. With the reduced number of buses going into these two schools, in addition to the change in school hours, there would be a significant improvement with respect to traffic congestion within the neighbourhood.

BROCK/SCUGOG/UXBRIDGE COMBINED – BELL TIME CHANGES



BROCK/SCUGOG/UXBRIDGE COMBINED - TIERING



BROCK/SCUGOG/UXBRIDGE COMBINED – RIDE TIMES



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: March 27, 2017

Subject: **Foreign Student Fees 2017/2018**

Origin: Bob Camozzi, Superintendent of Education, Facilities Services
Michael Gray, Superintendent of Education, Human Resources
Lewis Morgulis, Manager of Planning, Admissions and Partnerships

RECOMMENDATIONS

Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board receive as information, the Foreign Student Fees 2017/2018 Report dated March 27, 2017."

Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board establishes Foreign Student Fees in the amount of \$12,500 for an elementary student and \$13,750 for a secondary school student for the 2017/2018 school year."

PURPOSE

In accordance with provisions of the Education Act a Board must charge tuition fees to foreign student to cover the cost of education. During the 2016/17 school year, the Board had 26 elementary and secondary foreign students. The purpose of this report is to review the current fee amount and recommend Foreign Student Fees for the 2017/2018 school year.

To: Board of Trustees
Re: Foreign Student Fees 2017/2018
Date: March 27, 2017

RATIONALE

At the regular Board meeting held on March 29, 2016 the Board of Trustees approved a foreign student fee of \$12,200.00 for elementary students and \$13,300.00 for secondary students. In addition, the Board charges a one-time registration fee amount of \$250.00 for each foreign student. This fee amount has been in use since 2015.

The fees include a \$1,500.00 ESL component which the parents/guardians are required to pay. If the school determines that the student did not require ESL programme the \$1,500.00 will be refunded to the parent/guardian.

In determining an appropriate fee amount staff reviewed the fees charged to international students at six surrounding school boards. The table below indicates the fee amounts for elementary and secondary school students.

BOARD	ELEMENTARY	SECONDARY
Toronto DSB	\$12,500.00	\$14,000.00
Toronto Catholic DSB	\$12,000.00	\$13,500.00
York Region DSB	\$12,000.00	\$13,750.00
York Catholic DSB	\$12,000.00	\$13,200.00
Halton Catholic DSB	\$12,500.00	\$13,500.00
Durham DSB	\$13,000.00	\$14,200.00
Average	\$12,333.33	\$13,691.67

The Durham Catholic District School Board has not increased its Foreign Student Fees for a number of years. Staff recommends that the fees be increased to \$12,500 for elementary students and \$13,750.00 for secondary students for the 2017/2018 school year. This fee amount is consistent with the tuition charged by neighboring boards and covers the cost of education as required by the Act.



Durham Catholic District School Board

MEMORANDUM

To: Board of Trustees

From: Anne O'Brien, Director of Education

Date: March 27, 2017

Subject: **Out of Province Travel**

RECOMMENDATION

Moved by _____, seconded by _____

"THAT the Durham Catholic District School Board approve the attendance of six staff members at the Canadian Association of School System Administrators (CASSA) – Annual Conference "Healthy Schools, Healthy Communities, Healthy Future", scheduled for July 5-7, 2017 in Halifax, Nova Scotia.

RATIONALE

The Attendance of Board Employees at Conventions, Conferences and Seminars policy (PO 319) and its attendant Administrative Procedure (AP 319-1) requires that out of province travel be brought by the Director to the Board for approval.

Anne O'Brien, in her capacity as President of CASSA and as a member of the Board of Directors of the Canadian Association of School System Administrators (CASSA) is asked to attend the Annual CASSA Conference on "Healthy Schools, Healthy Communities, Healthy Future". CASSA is the National Supervisory Officers Annual AGM Conference.

The members of staff have been invited to present the Durham Catholic District School Board's Staff and Student Mental Health Plan, as it relates to our overall Discovery 2020 Strategic Priorities. Board staff will focus on our strategic pillar "Celebrating Inclusion".

AOB/ml