



## PROGRAM & PLANNING COMMITTEE

### MINUTES

Tuesday, February 7, 2017

6:00 p.m.

Grimsby-Lincoln Room

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PRESENT: Dave Schaubel (Chair), Linda Crouch, Kevin Maves, Diane Chase

ADMINISTRATION: Paula MacKinnon, Helen McGregor, Marian Reimer-Friesen, JoAnna Roberto, Michael St. John

GUESTS:

REGRETS: Helga Campbell

SECRETARY: Nichola Lee

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#### **CALL TO ORDER**

Chair Dave Schaubel called the meeting of the Program and Planning Committee to order at 6:01 p.m.

#### **APPROVAL OF THE AGENDA**

Moved by Kevin Maves, Seconded by Diane Chase.

CARRIED

#### **APPROVAL OF THE MINUTES OF November 1, 2016**

Moved by Linda Crouch, Seconded by Diane Chase.

CARRIED

#### **BUSINESS ARISING FROM THE MINUTES**

Chair Schaubel asked if there was any business arising from the minutes and there was none.

#### **NEW BUSINESS**

#### **EDUCATIONAL RESEARCH COMMITTEE**

Chair Schaubel invited Superintendent Paula MacKinnon to discuss the following Educational Research proposal:

##### PROPOSAL #1

Title of Research: The 2017 Ontario Student Drug Use and Health Survey

Superintendent MacKinnon presented an overview of the survey, which is an ongoing epidemiological study of Ontario students, conducted every two years since 1977 by the Centre for Addiction and Mental Health

(CAMH). The DSBN participated in the 2014-2015 school year. The Educational Research Committee recommends the research be approved with the condition that a teacher is present during the survey. Superintendent MacKinnon reported that students would participate with a permission form signed by the students' parent/guardian.

Moved by Diane Chase, Seconded by Kevin Maves.

“That the report of the Educational Research Committee of November 17, 2016 be received.”

CARRIED

### **SECONDARY SCHOOL PROGRAM REVIEW FOR THE CURRENT SCHOOL YEAR REPORT**

Chair Schaubel invited Superintendent Helen McGregor to review the report with the Committee. She reported that there is a net decrease of 32 courses across all 19 secondary schools; however, some of the decrease is related to the change/removal of Ministry course codes. The Superintendent explained that there was a smaller increase in the number of combined courses this year than in the previous year, and an increase in shared staff between schools due to the small population size of the schools. She reported that the DSBN offers a good variety of courses to its students and that all nineteen schools, and all program areas, surveyed adhered to the guaranteed minimum course offerings.

Moved by Linda Crouch, Seconded by Diane Chase.

“That the Secondary School Program Review for the Current School Year report be received.”

CARRIED

### **SECONDARY SCHOOL PROGRAM REVIEW FOR THE SUBSEQUENT SCHOOL YEAR 2017-2018**

Superintendent Helen McGregor reviewed the report with the Committee. She pointed out that declining enrolment does affect course offerings; however, the DSBN has met the minimum requirements and maintained the breadth of program offerings to meet the students' learning needs. Superintendent McGregor responded to the question of how many teachers teach courses outside of their primary area of expertise. She noted that smaller schools may experience this more.

Moved by Kevin Maves, Seconded by Diane Chase.

“That the Secondary School Program Review for the Subsequent School Year 2017-2018 report be received.”

CARRIED

### **ONLINE OSSLT PILOT**

Superintendent McGregor gave an overview of the Online OSSLT Pilot that took place in October 2016. Although a cyberattack derailed the Ministry online test, the planning and preparation by the DSBN resulted in a high number of successful students. Feedback from the schools indicates that a lot has been learned about online

assessments through this process. The March OSSLT will be a paper only test.

Moved by Linda Crouch, Seconded by Diane Chase

“That the Online OSSLT Pilot update be received.”

CARRIED

### **SCHOOL YEAR CALENDAR REPORT**

Superintendent JoAnna Roberto reviewed the Elementary and Secondary School Calendars report for the Committee, providing a summary of the process in creating the School Year Calendar. She clarified a question regarding the early release day in September, explaining the Ministry report requires only PA Days be recorded and submitted.

Moved by Linda Crouch, Seconded by Diane Chase.

“That the report of the Elementary and Secondary School Year Calendars 2017-2018 be received and approved for submission to the Ministry of Education by March 1, 2017.”

CARRIED

### **OTHER BUSINESS**

Chair Schaubel asked if there was any other business and there was none.

### **NEXT MEETING**

The next Program and Planning Committee meeting is scheduled for Tuesday, March 7, 2017 at 6:00 p.m. in the Grimsby-Lincoln Room.

### **ADJOURNMENT**

Moved by Diane Chase, Seconded by Kevin Maves.

“That the meeting of the Program and Planning Committee adjourn.”

CARRIED

The meeting adjourned at 6:31 p.m.