



## Minutes

Board of Trustees Special Meeting

November 14, 2017 5:00 p.m. Principal's Office/Teleconference

<u>Trustees:</u>	Julia Alleyne, Kevin Collins, Terry Coulthard, Barry Pervin, Rick Volpe, Marvin Zuker, Helen Huang
<u>Staff:</u>	Michael O'Keefe, Director; Linda Ward, Principal; Alise Sanborn (VP)
<u>Holland Bloorview Kids Rehabilitation Hospital:</u>	Stewart Wong representing Julia Hanigsberg
<u>Recorder:</u>	Elizabeth Lee
<u>Presiding:</u>	Julia Alleyne, Chair

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### 1. CALL TO ORDER The Chair called the meeting to order at 5:02 p.m.

The Chair confirmed that all attendees were either present on site at the school or on the teleconference call. The Chair gave her opening remarks and thanked all the attendees for making time in their schedules on short notice. She confirmed that she had reviewed the Special Board Meeting process with the Director and the normal quorum rules apply to a Special Board Meeting. The Chair indicated that the focus of this meeting was to be the Terms of Reference of the IKP committee and clarification regarding the process to be followed. The Chair stated that any decisions made by the Board should be respected and supported by all Board members.

### 2. REVIEW AND APPROVAL

#### 2.1 Approval of the Agenda for the Special Board Meeting of November 14, 2017

**MOTION: Pervin/ Collins**

**That** the agenda for the Special Board Meeting for November 14, 2017 be approved as presented.

**MOTION CARRIED**

### 3. TRUSTEE DECLARATION OF CONFLICT OF INTEREST

In that the focus of the meeting was to be clarification regarding the terms of reference and the process to be followed by the IKP committee, no a conflict of interest relating to these matters was identified.

#### **4. ACTION/INFORMATION ITEMS**

##### **4.1 Review of IKP Committee motion and terms of reference**

The Chair spoke to the summary of meetings regarding the IKP Review Committee and provided briefing document summarizing the events since May 2017. (attached to these minutes) and relevant appendixes included in meeting materials.

The Chair felt that the IKP committee could not move forward without approved terms of reference which required clarification from the Board, thus the need for a Special Board Meeting.

##### **4.2 Concerns regarding process and terms of reference**

**R. Volpe**

R. Volpe stated that the reports were sent to all Board members and stakeholders involved for review. He feels that there are no problems with what he and Richard Messina have presented as Terms of Reference and process to the Board and that they would like to move forward as quickly as possible. They felt that holding informal meetings has led to progress with the undertaking.

B. Pervin stated that he understands this meeting to be regarding any changes to the design of the Terms of Reference. The Board passed a motion at the May 2017 meeting to establish an IKP committee and further determined IKP committee membership composition at the June 2017 Board meeting. The Chair stated that if the Board wanted to revisit the motion at this time, a new motion would need to be brought forward.

Much discussion ensued with all trustees contributing to the conversation. Occasionally clarifications regarding some items were provided by the Director and Principal.

M. O'Keefe left the meeting at 6:15.

No formal motions or votes were taken. However, several general agreements were reached

(a) Any issue regarding the student waiting list should not be a part of the Committee's mandate as it should be the Board's decision.

(b) The purpose of the Committee should be to talk about the enrolment strategies, viability and funding for the IKP.

(c) It is anticipated that the Committee will return to the Board with possible private and public funding options for decision by the Board.

(d) The requirement of a limit of one representative per stakeholder category is not necessary at this point. An open call is to be made by the principal to staff and school council members to join the inaugural first meeting.

(e) It is anticipated that meetings of the committee will be at least monthly (more frequently if necessary).

(f) The committee's deliberations can be face to face, teleconference or email discussions.

(g) The IKP Program will be a standing item on the board agenda until May 2018 or further.

(h) The Committee will have its next formal report to the Board no later than January 2018

(i) A final recommendation report is to be returned by May 1, 2018 or sooner to ensure that any decisions made by the Board can be implemented into the school planning cycle.

**5. ADJOURNMENT: 6:25 p.m.**