



## MINUTES

Board of Trustees Public Meeting  
October 13, 2015, 5:00 p.m., Room 5E-100

### PRESENT

<u>Trustees:</u>	Rachee Allen, Kevin Collins, Terry Coulthard, Rick Volpe, Marvin Zuker
<u>Bloorview School Authority:</u>	Michael O’Keefe, Director; Linda Ward, Principal; Sonja Litner, Vice Principal; Terry Jakobsmeier
<u>Guests:</u>	Julia Hanigsberg, CEO; Lynda Torneck—Holland Bloorview Kids Rehabilitation Hospital Kathryn Marcus, Heather Fairley, Linda Trimble—Bloorview School
<u>Recorder:</u>	Christine Davidson
<u>Presiding:</u>	Rachee Allen, Chair

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### PRESENTATION

Chair Rachee Allen welcomed Kathryn Marcus, newly appointed Program and Services Coordinator for Bloorview School Authority, who gave a presentation on her current and future activities. Details included the implementation and evaluation of a new pain management program “Get Up and Go”.

### 1. CALL TO ORDER

Chair Rachee Allen called the meeting to order at 5:28 p.m.

### 2. REVIEW AND APPROVAL

#### 2.1 Approval of the Agenda for the meeting of October 13, 2015

MOTION: Coulthard / Collins

THAT the agenda be approved as presented.

– MOTION CARRIED –

#### 2.2 Approval of the Minutes of Previous Meetings

MOTION: Collins / Volpe

THAT the Minutes of the Public Board Meeting held on September 15, 2015, be approved as presented.

– MOTION CARRIED –

**3. TRUSTEE DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict

**4. HOLLAND BLOORVIEW UPDATE**

CEO Julia Hanigsberg reported on the Hospital’s in-patient census, the financial optimization process, and information regarding the status of the WiFi system. She also distributed a handout of her blog in which 5 priorities are identified for the Hospital, building on the strategic plan.

**5. PRINCIPAL’S REPORT**

Linda Ward discussed issues with transportation, resources for meeting with families and the transitioning to home schools. Curriculum Night was successful and meaningful to parents. A School Council has been formed; the first meeting has taken place—next meeting will be October 19<sup>th</sup>. Staff is in the process of writing student IEPs and will be attending a Health & Safety In-service on lifting. The Terry Fox event was successful, and children looking forward to Hallowe’en. The partnership with Crescent School Disability Awareness Program is proving to be a great awareness opportunity. Students have a specific focus of activity each time they visit the Bloorview School.

**ACTION:**

- Principal to provide Trustees with names and contact information of School Council members
- Principal to provide Trustees with protocol criteria for IET admissions

**6. REPORTS**

**6.1 Board Bylaws**

The Policy Committee recommends the bylaws in the package.

**MOTION: Zuker / Collins**

**THAT** the Bylaws be approved as presented.

**– MOTION CARRIED –**

**6.2 Trustee Appointment Policy**

Discussion took place regarding the benefit of including governance experience and expertise in medical/health area in qualifications for future trustees.

**MOTION: Volpe / Zuker**

**THAT** the Trustee Appointment Policy be approved as presented.

**– MOTION CARRIED –**

**6.3 School Council Policy**

Recommend by the Policy Committee to enact the School Council Policy.

**MOTION: Volpe / Zuker**

**THAT** the School Council Policy be approved as presented.

**– MOTION CARRIED –**

**6.4 Performance Appraisal Policy**

Recommend by the Policy Committee to approve the Performance Appraisal Policy.

**MOTION: Coulthard / Collins**

**THAT** the Performance Appraisal Policy be approved as presented.

**– MOTION CARRIED –**

**6.5 Expression of Concern Policy**

Recommend by the Policy Committee to approve the Expression of Concern Policy.

**MOTION: Coulthard / Collins**

**THAT** the Expression of Concern Policy be approved as presented.

**– MOTION CARRIED –**

**6.6 Governance Policy**

Recommend by the Policy Committee to approve the Governance Policy.

**MOTION: Volpe / Zuker**

**THAT** the Governance Policy be approved as presented.

**– MOTION CARRIED –**

**ACTION:**

- Chair will take recommendations brought forward in discussions of the Appointment Policy (item 6.2) to formal Policy Committee to review and/or amend and report back at next meeting.
- Guests are invited to attend the Policy Committee Meetings. Chair and/or Director of Education will advise Holland Bloorview Hospital of the dates for future Policy Committee meetings.

**7. FINANCE**

Kevin Collins presented the current financial status report. Auditors have been appointed and are reviewing the financial statements during the week October 13-16, 2015. The Finance and Audit Committee will meet next in early November. A surplus of funds exists mainly due to underspending in salary and miscellaneous budget lines. Whipper Billy Watson Scholarship received fewer applications than anticipated; hopeful to see increase in future years with better communication strategies. To be determined if more funding will come into the scholarship program.

**8. COMMUNICATION**

**8.1 Memo regarding Board Minutes**

Different formats for the Board Minutes have been explored. A new template will be used over the next few meetings and evaluated.

**8.2 Website Organization**

A working plan was presented to rearrange more effectively the information presented on the BSA website. Implementation by staff is currently underway.

**MOTION: Coulthard / Collins**

**THAT** the Trustees move to the In-Camera Meeting at 6:20 p.m. Julia Hanigsberg, Linda Ward, and Sonja Litner invited to attend.

**– MOTION CARRIED –**

**9. ADJOURNMENT**

**MOTION: Coulthard / Zuker**

**THAT** the Public Meeting be adjourned at 6:45 p.m.

**– MOTION CARRIED –**