

CORPORATION OF THE TOWNSHIP OF PRINCE

BY-LAW NO. 2019-05

Being a by-law to authorize the Mayor and CAO/Clerk-Treasurer to sign a Service Agreement Amendment to the 2018 Service Agreement between the District of Sault Ste. Marie Social Services Administration Board (DSSMSSAB) and the Corporation of the Township of Prince (Service Provider)

THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PRINCE
HEREBY ENACTS AS FOLLOWS:

THAT the Mayor and CAO/Clerk-Treasurer are hereby authorized to execute and affix the Corporate Seal to a Service Agreement Amendment to the 2018 Service Agreement between the District of Sault Ste. Marie Social Services Administration Board (DSSMSSAB) and the Corporation of the Township of Prince (Service Provider) which Agreement is attached hereto as Schedule "A"

1. Schedule "A"

Schedule "A" forms part of this by-law.

READ THREE TIMES AND PASSED in open Council this 16^h day of January 2019.



Mayor, Ken Lamming



CAO/Clerk-Treasurer, Peggy Greco

2018 Service Agreement Amendment

This amending agreement, made in duplicate is effective December 1, 2018

Between

The District of Sault Ste. Marie Social Services Administration Board

(DSSMSSAB)

-and-

**Corporation of the Township of Prince
(Service Provider)**

WHEREAS the DSSMSSAB and the Service Provider entered into an agreement effective the 1st day of January, 2018 for the provision of child care services;

AND WHEREAS, the DSSMSSAB and the Service Provider have agreed to amend the agreement in the manner set forth in this Amending Agreement;

NOW THEREFORE in consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which is expressly acknowledged, the parties agree to amend the Agreement as follows:

**2018 Addendum to SCHEDULE "A"
Capacity Building – Professional Practice Leader
– Leadership Series**

All other terms and conditions of the Agreement remain unchanged and in full force and effect.

Each party acknowledges that it has read the Amending Agreement, understands it and agrees to it. Each party states that it has the full power and authority to enter into and perform the Amending Agreement and the person signing on behalf of each party is properly authorized and empowered to sign and bind the party.

IN WITNESS WHEREOF this Amendment has been signed by an authorized DSSMSSAB official on behalf of the DSSMSSAB and the Service Provider by its proper signing officers.

DISTRICT OF SAULT STE MARIE SOCIAL SERVICES ADMINISTRATION BOARD

Mike Nadeau
Chief Administrative Officer



Signature



Date

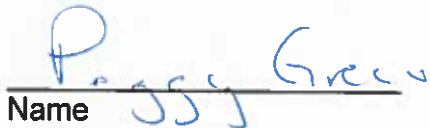
FOR THE SERVICE PROVIDER



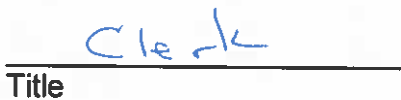
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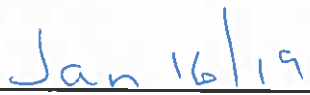
Signature



Date



Signature



Date

I have the authority to bind the Service Provider

2018 Addendum to SCHEDULE "A" Professional Practice Leaders

BACKGROUND

The District of Sault Ste. Marie Early Years Quality Assurance Program uses a collaborative approach to meet the overall goal of establishing the highest quality child care programs in the Province of Ontario. The Professional Practice Leader plays an integral role in the success of the Quality Assurance Program by being a role model and inspiring others to deepen their own knowledge of current pedagogy and reflect on how this knowledge informs their daily practice.

OBJECTIVE

The PPL will strategically challenge and mentor their peers with coaching strategies to create a culture of reflective teaching and best practices that lead to quality early childhood environments.

ROLES AND RESPONSIBILITIES

The **DSSMSSAB** will:

1. Provide a minimum of two weeks' notice for workshops or meetings with the Quality Assurance Coordinator that will require replacement staff, unless the Service Provider requests an earlier mutually agreed upon time.
2. Support the **Service Provider** and the PPL in meeting their obligations.
3. Issue funding to the **Service Provider** according to the number of Environmental Scales required and number of PPL's participating.

The **Service Provider** will:

1. Schedule replacement staff to cover 10 hours of PPL time for each required Environmental Scale. This time will be used to complete the scale, assess the results, create an action plan and meet with the Quality Assurance Coordinator to review results, discuss challenges and implement action plans.
2. Schedule replacement staff to allow for the PPL to attend two full day workshops as identified by the Quality Assurance Coordinator.
3. Schedule four hours per month (during workday and at Supervisor's convenience) for the PPL to prepare for and provide mentoring to coworkers.
4. Issue 2.5 hours in wages to the PPL for attending each of the eight evening meetings scheduled throughout the year. Wages will be consistent with agency scales and do not have to meet the funding received to administer this program.

PPL FUNDING ALLOCATION OVERVIEW

PROFESSIONAL PRACTICE LEADER FUNDING				
	Hours	Salary / Benefits		
Scale	5	\$ 26.50	\$	132.50
Assessment / Action Plan	5	\$ 26.50	\$	132.50
				<u>\$ 265.00</u>
Meetings (8 meetings x 2.5hrs)	20	\$ 26.50	\$	530.00
Full Day Meeting 2 days x 8 hours	16	\$ 26.50	\$	424.00
Prep & Mentoring 4hr x 12mth	48	\$ 26.50	\$	1,272.00
				<u>\$ 2,226.00</u>

PROGRAM	# SCALES	COST	#PPS'S	COST	Total PPL Grant
Mountain View	1	\$ 265.00	1	\$ 2,226.00	\$ 2,491.00

2018 Addendum to SCHEDULE "A" Leadership Series

Background

During the community forum with child care service providers for the development of the 2016 DSSMSSAB Child Care Service Plan, it was unanimously agreed that long term succession planning including mentoring, and learning plans to build leaders and leadership capacity in the community is required. In the past, funds have been allocated to offset participation costs for Supervisors and an additional allocation to further support a series of workshops is now being provided for Supervisors with this amendment.

Objective

There are three anticipated outcomes attached to this Leadership Series:

1. To build a Community of Practice in knowledge sharing and Professional Learning.
2. To enhance both skills and knowledge in both organizational resource management and human resource management.
3. To enhance the capacity to implement *How Does Learning Happen? (HDLH)* in each centre and across Early Years system.

Scope

Six one-day workshops will be held, the foundational content of which will be based on The College of Early Childhood Education Standards of Practice, Code of Ethics and HDLH. Service Providers will participate in all six sessions and may choose to send up to one staff per site as determined by their current roles and future goals within the child care organization. Additional details will be made available in the near future.

The following components will comprise the content of sessions:

- | | |
|---------------------------------|-----------------------------------|
| 1. Community of Practice | 4. Supporting Staff |
| 2. Change Management | 5. Recruitment & Retention |
| 3. Pedagogical Program Planning | 6. System Approach and Governance |

Responsibilities

The DSSMSSAB will

- provide 30 days' notice prior to each scheduled seminar;
- issue a total of \$3,000.00 (\$500 per workshop) for each agency supervisor; and
- cover all costs related to venue for participants.

The Service Provider will ensure:

- attendance and participation of Supervisor(s) in all six workshop sessions; and
- participant(s) have opportunity to reflect on and transfer their new knowledge and skills into their day-to-day work.