**Record of Decision**

**Management Committee Meeting**

**Toronto ON**

**May 7 – 8 2019**

**Chair: John Cummings (PE)**

**Participants:**

|  |  |
| --- | --- |
| **Representative** | **Jurisdiction** |
| Stephen Smith | BC |
| Pat Martz for Cheryl Przybilla by telephone | AB |
| Jillian Code | SK |
| Vicki Toews | MB |
| Debbie Thompson  Jennifer Munro Galloway | ON |
| Steve Machat  Jennifer Heatley | NS |
| Marcel Lavoie by telephone | NB |
| John Cummings | PE |
| Elizabeth Churchill by telephone | NL |
| Marie Mendillo | NU |
| Joceline Young by telephone | NT |
| Liza Manolis | YT |
| Martha Vaughan for Karen McKinnon | PHAC |
| **School Health Coordinators’ Committee** |  |
| Sterling Carruthers | Co-Chair |
| **Secretariat** |  |
| Katherine Kelly | Executive Director |
| Susan Hornby | Senior Advisor |

**Management Committee**

**Record of Decision**

1. **Welcome, Acknowledgement, and Introductions**

John welcomed all to the meeting and acknowledged the land on which the meeting was held. All introduced themselves.

1. **Review and Approval of:**

* Agenda

The agenda was approved as written.

* December 11-12 2018 Record of Decision

The Record of Decision was approved as written.

1. **Update from Secretariat**

Katherine advised that there were no updates from the Secretariat in addition to the written update.

1. **Update from SHCC**

Sterling provided an update on the April face-to-face meeting of the School Health Coordinators’ Committee. This committee continues to spend significant time providing policy and practice information across sectors and jurisdictions. During the recent meeting, there was much discussion on the draft evaluation report.

1. **JCSH Evaluation 2019**

**Presentation of evaluation findings**

Jamie provided an overview of the evaluation work he and JCSH have been doing in the past few years. Development Evaluation was the process that focused the evaluation framework and led to surveys, interviews, and discussions. He indicated that this may not be the optimal approach moving forward as JCSH is not focused primarily on innovations benefitting from rapid feedback and change.

He provided an overview of evaluation findings under the heading of each of the 4 goals. Elements of his review are reflected below:

**Goal Leadership**

This goal frames Comprehensive School Health, Jamie noted.

It is also relational in its strategy, developing collaboration, moving forward with inclusiveness work.

Efficiencies have been realized in cross jurisdictional exchange; the face-to-face meetings are important for relationship building.

Clarification is warranted on what JCSH’s role is or should be in building collaboration between Health and Education sectors within a jurisdiction. It seems it happens in a jurisdiction if the political will is there; and if so, a lot can happen. If not, it seems there is little influence JCSH can have.

In terms of advancing Comprehensive School Health, there was a lot of work in establishing the concept and approach in the first two mandates. In this mandate efforts were directed to build on the existing knowledge of comprehensive school health.

Partnerships were expanded with Health and Education partners, but very limited otherwise; the question remains, as was asked in the 2014 evaluation, why the outside partnership strategy is there.

**Goal Knowledge Development and Exchange**

This goal is concentrated to the development of the research strategy. All other conversation on Knowledge Exchange is reflected in other areas of the evaluation report.

This is an area of high interest.

One challenge is that JCSH continues to consider what it means by a research strategy. Is the Consortium trying to influence research agenda in Canada?

In developing the strategy in 2015, a major interest was collaboration across Health and Education to help reduce survey burden on schools; a second was on influencing funders to support more comprehensive school health research. Jamie noted these should not be aggregated moving forward: Two very different pieces should not be in the same strategy.

Is JCSH more invested in using practice informed evidence or evidence informed practice; the focus may help define uptake of evidence.

**Goal Capacity Building**

The Healthy School Planner remains useful but there is a growing interest in updating and refreshing it to enable varied research connections and possibilities for use of data generated when schools complete Planner modules.

The differences in capacity needs between the larger and smaller jurisdictions suggest considerations to refine use and potential resources so they can be adapted for jurisdictional contexts; some might use them as basis for own resources, others will use them in full to support jurisdictional work.

**General Overview**

Jamie noted that JCSH committed to a developmental evaluation process during this mandate. He feels JCSH’s work does not benefit from the regular feedback loops that this approach requires. He suggests that, in the next mandate, a better strategy would be to conduct some surveys after two years and then move into a mandate review process and report two years later, a year or so before next mandate. This would allow for the kind of monitoring that would support the work.

It is time to look at structure and role of JCSH; what does and what should this look like.

There were no suggestions during the interviews to look at other FPT tables and what their structure looks like. It is more important that JCSH keep in mind fitness for purpose, and form following function.

**Jamie’s Next Steps:**

* Primary conclusions will show what’s worked and what needs to be addressed
* Executive Summary will pull out activities and conclusions, and do some synthesis
* Report conclusion will provide deeper analysis leading the issues in moving forward
* May 17 – Jamie will have the next draft ready to circulate to everyone
* May 24 – Deadline for return of Management Committee comments back to Jamie.

**Action:** Share draft of executive summary and recommendations with MC before copy editing and layout.

1. **JCSH Proposal for Mandate Renewal**

**Themes from in camera session:**

* Interest in continuing, with changes to role and structure. Considerations to address: what committees are required, how often to meet, roles of these committees
* Member tables travel: look creatively to address jurisdictions with restrictions, consider help with financing, must look at technology options
* JCSH business travel: what factors considered in meeting policies on this, how to support JCSH as it continues to grow.
* Efficiencies and accountability:- budget approval process, accountability and transparency
* Revise Management Committee Terms of Reference
* Ensure we don’t drift from community presence - keep in mind we are jurisdictions that make up that organization; it meets the needs of the jurisdictions, rather than meeting the needs of the organization

**Process for moving forward:**

* Form a Mandate Renewal Task Group
  + Deliverables: Mandate Proposal, Management Committee Terms of Reference, Strategic Directions Document.
  + **Action** - Katherine will look back at 2014 records to see if there is material that may be useful for this mandate renewal process.

1. **JCSH Tools and Resources**

**CSH framework**

* Next Steps: to come out of Mandate Renewal Work

**Statement on Reconciliation**

* Next Steps:

**Decision:** Post on JCSH website in French and English and other languages as translations are completed

**Action:** Marie will check to see if translations done by Nunavut in Inuktitut and Inuinnaqtun can be posted on website.

**Recommendation:** Consider CSH framework to see how it can reflect the Statement

**Action**: Use in mandate renewal - task group will look at this

**Recommendation**: Use it instead of current land acknowledgement

**Decision:** Continue with current practice of acknowledging the land the meeting is held on

**Recommendation:** Use statement to reflect work in jurisdictions

**Decision**: Each jurisdiction will make this decision

**Recommendation:** Use Statement in Annual Report

**Decision:** Yes

**Recommendation**: Align statement with tools and resources

**Decision:** Yes

**Recommendation:** Add some graphics design

**Decision:** JCSH letterhead only

**Recommendation:** Develop other communications tools, including postcard

**Decision:** Instead, use Statement as part of information sharing during conferences.

**Indigenous module of the Positive Mental Health Toolkit**

* Update: As requested, Kevin Lamoureux has provided a proposal; it includes work with Indigenous researchers and interviews with elders. The proposal does not outline how to get it into E-book format.

**Decision:** It was decided that the best approach was to do a formal Request for Proposals (RFP) for the completion of an Indigenous Module for the toolkit.

**Action:** Form an advisory committee to support development of module

**Action:** Management Committee members will share Request for Proposals within their own jurisdictions.

**Consideration:** This process may not be able to be completed within this mandate.

**Healthy School Planner (HSP)**

* Update: The HSP will be moved to the JCSH website since the University of Waterloo is no longer able to host and support it. The Secretariat is working with the JCSH webmaster to complete this move.
  + More jurisdictions have recently committed to more widespread use of HSP.
  + The tool is in need of revision.

**Decision:** Go back to SHCC for discussion and recommendations on how, when, and in what way to proceed with the HSP.

**Core Indicators Model on Comprehensive School Health and Student Achievement (CIM)**

* Update: For various reasons, this is one piece of work that has not moved forward in the ways it was originally envisioned.
* Next Steps: New work on the CIM could become part of Healthy School Planner revisions

**Decision:** The CIM remains an important piece of work of interest to jurisdictions.

**Decision:** Continue to look for connections with researchers or practitioners or both to move this piece forward

1. **BUDGET**

* Update: Surplus: Plans to have external evaluation for this mandate and a cross sector meeting did not occur

**Discussion:**

* It is important to keep discussion on the surplus and membership fees moving towards the next five-year mandate.
* Mandate renewal discussions will also review appropriate cost structure for JCSH moving forward
* There was a request for the more detail of the four Secretariat salaries
* Operating expenses: Secretariat staff are hired for five-year contracts on five-year mandates
* Who sanctions JCSH presentations at conferences?
  + Katherine responded that conference and meeting attendances and presentations are shown in the Secretariat Updates; travel approval processes are as per the Government of PEI
  + Information was requested on whether JCSH or conference/meeting sponsor pays for JCSH attendance costs to conference presentations and training
    - Katherine responded that this varies, depending on the conference and the organization’s funding structure.

**Action:** Katherine will provide five-year trend for this mandate to help develop five-year trend for next mandate

**Action:** Provide an accompanying budget documentto show details on expenses, budget lines.

**Action**: Remove rent from budget

**Motion**: Approve in principle with amendments.

**Decision:** All in favour

1. **Next Meeting**

The next meeting details will emerge out of the work of the Mandate Renewal Task Group.

1. **Concluding Remarks and Adjournment**

John thanked everyone for active participation during the entire meeting and wished all travelling safe journeys home.

# Appendix A

**Knowledge Exchange across Jurisdictions**

**ON**

Following up on its enactment of [*Rowan’s Law (Concussion Safety), 2018*](https://www.ontario.ca/laws/statute/18r01) a year ago, the Ontario government has posted on the [Ontario Regulatory Registry](https://www.ontariocanada.com/registry/view.do?postingId=28286&language=en) a consultation paper and draft regulation under *Rowan’s Law* to seek public feedback (ended in April 2019). Amendments to the *Education Act* give the Minister of Education authority to require school boards to comply with policies and guidelines about concussions involving students. In the 2018-19 school year, the Ministry of Education released new/revised legalization of recreational cannabis resources for [educators](http://www.edu.gov.on.ca/eng/healthyschools/educators-resources.html) and [parents](http://www.edu.gov.on.ca/eng/healthyschools/parents-resources.html), including fact sheets; development was assisted by sharing resources from MB. The ministry is also planning to develop resources and other supports for schools in preparation for the legalization of edible cannabis, cannabis extracts, and cannabis topical, as well as responding to current questions: What happens after cannabis is confiscated from students, for example. The Ministry of Education is working with the Ministry of Health and Long-Term Care to address questions and issues related to vaping among youth. As well, resource development is underway to ensure student safety in light of smoking legislation - where do students go to smoke, how to ensure their safety after they leave school property. Physical activity investments have continued - have resulted in major improvements in schools that would not have had opportunities to purchase equipment, advance physical activity. Change in grant applications have resulted in creative ideas for the funds, student involvement. Outcome information will be shared. The Fresh From the Farm fundraising program has been just launched for its 7th year; it continues to see collaboration of the Ministry of Education, the Ministry of Agriculture, Food and Rural Affairs, the Dietitians of Canada, and the Ontario Fruit and Vegetable Growers Association. Thanks for introducing this program during a School Health Coordinators’ Committee was given to MB. The Northwest section of the province serviced by Peak of the Market in Winnipeg.

**BC**

A cross-government mental health strategy will be released later in 2019, continuing the province’s focus on mental health as a priority. The strategy will have a strong focus on young people, with schools as a setting, and an emphasis on both addressing mental health needs and providing good mental health supports to all children and youth. To this end, the Ministry of Education is working on an action plan, with three main areas: social and emotional learning, mental health literacy, and trauma-informed practices in school settings. It is expected that specific details will be framed within a Comprehensive School Health approach. Vaping is of growing concern; the province is working to mobilize a multi-component response to vaping among youth. Schools/districts have had discussion on vaping, with tobacco regulations clarified for vaping, and knowledge exchange on resources from sources, including Health Canada, Public Health Agency of Canada, and the Canadian Institute for Substance Use Research (CISUR) at University of Victoria. The physical activity and healthy eating program is being updated, although less for healthy eating in light of numerous supports currently in BC schools. The intention is to improve physical literacy to empower staff to implement new curriculum requirements, and improve awareness of the links between physical activity and mental health improvement. The province’s commitment to SOGI (Sexual Orientation and Gender Identity) work moves forward with the Ministry of Education’s support of extensive resources for educators. The measles concern has led to some measures to reach students who have not had the vaccination, along with for mandatory reporting of immunization to local public health units.

**Action:** Stephen will share vaping resources with Secretariat for distribution

**NS**

The province continues to focus on mental health as a key initiative for students; a school-based youth health model, in development and in pilot in a couple of sites, will integrate school services and upstream health promotion at the school and board levels. The school healthy eating program is being implemented throughout the province. With investment from PHAC, Health Promoting Schools is being supported as the [Uplift Project](https://www.dal.ca/faculty/health/news-events/news/2018/09/21/uplift_project_launches_to_change_trajectory_of_health_in_nova_scotia.html), through the Recipe for Health and Learning (R4HL) initiative, a five-year investment with collaboration with the Medical Research Foundation of NS and co-led by well-known researcher Dr. Sara Kirk. The Recipe for Health and Learning partnership is a collaborative approach to systems change to support the health and learning of Nova Scotia children and youth. (In an update, just following the Management Committee meeting, federal announcement of [further matched funding](https://www.dal.ca/faculty/health/news-events/news/2019/05/15/program__co_led_by_dal_health_researcher__is_poised_to_attract__10_million_to_improve_health_and_wellbeing_of_ns_children_and_youth.html) could increase this initiative’s backing to as much as $10 million.) Comprehensive school health and the health promoting school approach will be significant in this initiative, as it has been in other issues in the province. From an operational perspective, vaping and cannabis responses are among the issues facing NS school administrators. The approaches include paying attention to social determinants of health, to safe inclusive environments, and how to support educators with new health education pedagogies, including sexual health. A new policy on inclusion is coming, recognizing well-being; connection to student achievement; connections with a safe, healthy, inclusive environment. The task is to expand the concept of well-being beyond social-emotional learning and positive mental health.

**PE**

The Departments of Health and Education have collaborated with the PEI Tobacco Reduction Alliance (PETRA) to develop information products on vaping and will be engaging with a larger group to develop a policy on vaping as well as a broader alcohol and drug policy. Discussions are underway with principals on next steps in education and knowledge exchange on cannabis and edibles. Work on revamping the province’s school food policy continues to benefit from the focus in the past year on fresh local food, engaging with chefs to cook and distribute healthy lunches in families of schools, and a new pay-what-you-can initiative. The Department of Education and the Public Schools branch are collaborating on this work, but also involve a number of other departments, including Agriculture. The school well-being teams in the province have identified Comprehensive School Health as a core competency for staff and training and follow up sessions are underway. In addition, there is an opportunity to discuss comprehensive school health with school leaders taking UPEI’s Master of Education Leadership in Learning program.

**SK**

[Nourishing Minds: Eat Well, Learn Well, Live Well](http://publications.gov.sk.ca/documents/11/85696-MOE-43A-NourishingMinds.pdf), the nutrition in Saskatchewan schools policy document, and all supporting documents have been updated. Next steps include monitoring of progress.

**MB**

A commission has been established to review K-12 education. Healthy Child Manitoba has gone through a revision and has been moved to the Department of Families. A new [Smudging Protocol and Guidelines for School Divisions](https://www.edu.gov.mb.ca/aed/publications/pdf/smudging_guidelines.pdf) has been launched and available online. The Healthy School programs have established criteria for engaging with public health more formally around granting. Dr. Hasan Hutchinson, Director General of Nutrition Policy and Promotion, Health Canada, has been working with Manitoba Health, Seniors and Active Living as well as the education community on the new Canada Food Guide. As follow-up to the application for PHAC funding, the Letter of Intent submitted to the [Mental Health Promotion Innovation Fund](https://www.canada.ca/en/public-health/services/funding-opportunities/grant-contribution-funding-opportunities/mental-health-promotion-innovation-fund.html) was not successful. The letter of response to the LOI from the Manitoba Regional Health Authority stated the proposal did not clearly show impact on children and youth. The proposal planned was to develop a Mental Health Promotion Planning guide that is based upon the JCSH resources, in particular the Positive Mental Health Toolkit.

**NU**

An inclusive education policy is being rolled out, focusing on student achievement and a safe and caring schools framework. Consultation across the territory is seeking to learn how a safe and caring schools initiative is perceived. The Department of Education wants to involve all school communities in implementing universal interventions around student behaviours using a self-regulation and behaviour modification structure. Rather than only responding to crises, the territory is working to prioritize proactive initiatives and horizontal coordination across departments to engage students and support students in a number of areas.

**YT**

The territory’s [From the Ground Up](http://www.yukonfromthegroundup.ca/) is a healthy choice fundraiser similar to ON’s Fresh From the Farm. This year, the partnership of the Departments of Agriculture, Education, and Health Promotion decided the funds raised had to be used for healthy school ventures; the decision was well received. The Health Behaviour in School-aged Children (HBSC) study initial results have been received; the territory is deciding on how to roll out the results to schools. Mental health literacy curriculum training is underway and has been well-received; the full launch of this work is still underway. The territory continues to work with educators and administrators on using trauma-informed lens in their practice and to support all who have been impacted by the legacy of residential schools. Internationally respected trauma expert [Kim Barthel](http://kimbarthel.ca/about-kim/) has been working with the territory on this issue. Although vaping has become of serious concern as is the case in other jurisdictions, the Health Canada tour in the Yukon received a lukewarm response.

**Discussion:**

* Other jurisdictions heard the response to the [Consider the Consequences Awareness Tour](https://considertheconsequences.ca/)
* NS has raised concerns that federal programs sometimes commence without prior consultation with the jurisdiction, perhaps during an ongoing provincial/territorial initiative, and without consultation with educators. School leaders are interested but then have questions on whether these are in line with their own initiatives.

**NB**

The Integrated Service Delivery (ISD) Model continues to generate much attention and discussion as the partners work through the complexities of the relationships created through this initiative. The challenge at this time is to balance better the efforts between intervention and promotion and prevention: More than twice the number of students than expected have been referred for interventions. Plans include improved relationship links with schools. Recent outbreaks of measles in schools have led to immunization initiatives.