



REGULAR BOARD MEETING AGENDA
Tuesday, October 29, 2024
EDUCATION CENTRE
Closed 5:30 P.M. - Public 7:00 P.M.

PUBLIC

A. PROCEDURAL ITEMS

- I. Roll call
- II. Land Acknowledgement: Read by: Nick Apostle
- III. Approval of Agenda
- IV. Conflict of Interest

REVISED

V. Education Topic and/or Delegation

	Superintendent
1. Donation from USW L. 2251 Guest : Mike Da Prat L2251 President	L.R.
2. Sparking Secondary Success: Grade 8 Reach Ahead Guests: Student Success System Administrator, Christine Mackechnie, Student Success Teachers Samantha Campbell and Noah Rushon, Students Nik Joseph, Matthea Brown and Colton Clark, Blind River Students.	M.B.

VI. System Information

	Superintendent
1. Update on Summer Capital Projects	J.S.M.
2. Update on Student Well-Being Survey	J.M.
3. Distribution of Policies: 1.01 Mission, Vision and Values Statements, 6.08 Short-Term Closing of Schools and/or Board Facilities.	L.R.

VII. Minutes from Previous Meetings

Minutes to be Approved by the Board:

1. Regular Board Meeting Minutes from 2024 09 24.

Minutes to be Received by the Board:

1. SEAC Meeting Minutes from 2024 09 17.

VIII. Committee Reports

- ☐ Student Trustees
- ☐ OPSBA
- ☐ Parent Involvement Committee (PIC)
- ☐ Committee Chairs



REGULAR BOARD MEETING AGENDA
Tuesday, October 29, 2024
EDUCATION CENTRE
Closed 5:30 P.M. - Public 7:00 P.M.

PUBLIC

B. ACTION ITEMS	
	Superintendent
1. 2024-2025 Bank Borrowing Resolution	J.S.M.
2. 2024-2025 Capital Project Borrowing Resolution	J.S.M.
3. By-Law to provide for a 2024 Education Tax Levy	J.S.M.
4. Approval of SEAC (Special Education Advisory Committee) Alternate Member	B.V.
5. Approval of Policies: 4.07 Employee Ethics, 6.21 Loss or Damage of Personal Effects, 6.23 Equipment- Personal Use & Donation, 6.46 Advertising	F.P./J.S.M.
C. INFORMATION ITEMS	
1. PES Conference – January 24-25, 2025, Toronto, ON	Chair Sarlo
FUTURE MEETINGS AND LOCATIONS	
2024 11 12 – 5:00 pm - Committee of the Whole Meeting Closed - H.E. Crowder Board Room 7:00 pm - Committee of the Whole Meeting Public - H.E. Crowder Board Room	

Section 1: Board – Philosophy – Aims & Objectives

Policy 1.01: Mission, Vision, and Values Statements

Supporting Policies:

Supporting Procedures:

Supporting Protocols and Guidelines:

Supporting Templates and Forms:

Other Resources:

ADSB Board Improvement Plan for Student Achievement (K-12) (Includes Strategic Priorities)

Approved by Board Resolution #80-2009 04 28

Revised by Board Resolution #024-2011 02 08

Revised by Board Resolution #105-2019 11 26

1. RATIONALE

Organizations use mission and vision statements to define their purpose and the statements are typically in written form to communicate who the organization is, what it values and where it is going. There is research to support that organizations who clearly communicate their mission, vision and values statements perform better than organizations without them.

Generally, a mission statement defines the organization's business and/or its reason for being and how it aspires to serve its stakeholders. The vision statement describes the desired future state of the organization, while the values are the beliefs to which the organization has an emotional investment. Together, the mission and vision statements guide the organization's strategy development, communicate the organization's purpose to stakeholders and inform the goals and objectives established, to determine whether the strategy is on track.

2. MISSION, VISION and VALUES

Through a collaborative process, the Algoma District School Board defines its mission, vision and values as follows:

Mission:

Confident learners, caring citizens

Vision:

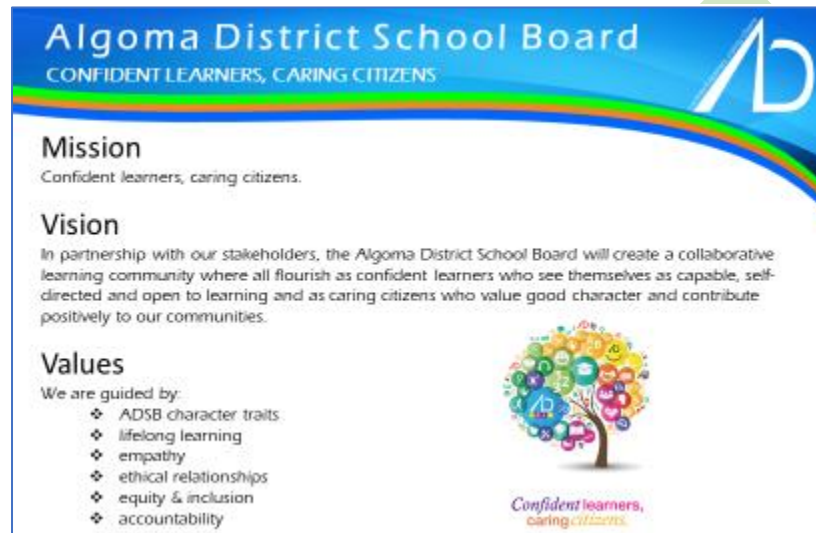
In partnership with our stakeholders, the Algoma District School Board will create a collaborative learning community where all flourish as confident learners who see themselves

as capable, self-directed and open to learning and as caring citizens who value good character and contribute positively to our communities.

Values:

We are guided by:

- ADSB character traits
- Lifelong learning
- Empathy
- Ethical relationships
- Equity & inclusion
- Accountability



Section 6B: Operations - Workplace

Policy 6.08: Short-Term Closing of Schools and/or Board Facilities

Supporting Policies:

Supporting Procedures:

[Procedures for Short-term Closing of Schools and/or Board Facilities](#)

Supporting Protocols and Guidelines:

Supporting Templates and Forms:

Other Resources:

*Amended by Board Resolution #041-2009 03 10
Approved by Board Resolution #112-2014 06 17
Revised by Board Resolution #107-2019 11 26*

The Director of Education (or designate) shall be responsible, on behalf of the Board, for the short-term closing of schools or facilities or for altering the school-day operations due to adverse weather, health and/or safety concerns, poor road conditions or physical plant problems, in all areas of the Board. In the event of system and/or school/facility closures, all employees are to make a reasonable effort to report to work for normal starting time unless directed otherwise.

The Director shall, each fall, issue notification to staff and parents regarding the Board's short-term closure policy and procedures.



**ALGOMA DISTRICT SCHOOL BOARD
REGULAR BOARD MEETING
MINUTES
CLOSED SESSION
2024 09 24
5:30 p.m.
*H.E. CROWDER BOARD ROOM***

The Regular Board Meeting was called to order by Chair Jennifer Sarlo.

- A. (I) Attendance as per attached schedule.

(Resolution #095-2024)

On motion of Trustees Elaine Johnston and Susan Johnson it was approved:

That the Board move into Closed Session at 5:31 p.m.

(II) **Conflict of interest**

N/A

D.1 **Action Items**

N/A

Updates given:

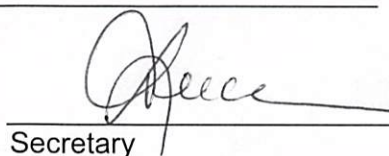
- E.1 **Negotiations Update**
- E.2 **Arbitration and Grievance Update**
- E.3 **Personnel/Property/Other Issues**

(Resolution #096-2024)

On motion of Trustees Susan Myers and Sheryl Evans it was approved:

That the Board adjourn Closed Session at 6.58 p.m.

Chair 

Secretary 



ALGOMA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING – CLOSED SESSION

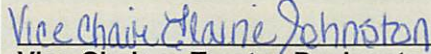
Date of Meeting: **Tuesday, September 24, 2024**

Time of Meeting: **5:30 p.m.**

Location: **EDUCATION CENTRE**

ATTENDANCE

Name	Abs/Pres	Late Arrival	Early Departure	Comments
Trustees				
Nick Apostle	Present			
Greg Bowman	Present			
Sheryl Evans	Present			
Sue Johnson	Present			
Elaine Johnston	Present			
Sara McCleary	Present			
Marie Murphy-Foran	Present			
Susan Myers	Present			
Jennifer Sarlo	Present			
Debbie Shamas	Present			
Heather Whitley	Present			
Admin. Council				
L. Reece	Present			
J. Santa Maria	Present			
B. Vallee	Present			
J. Maurice	Present			
M. Bell	Present			
F. Palumbo	Present			
B. Servant	Present			
Others				


 Vice-Chair or Trustee Designate



**ALGOMA DISTRICT SCHOOL BOARD
REGULAR BOARD MEETING
MINUTES
OPEN SESSION
2024 09 24
7:00 p.m.
H.E. CROWDER BOARD ROOM**

The Regular Board Meeting was called to order by Chair Jennifer Sarlo.

A. (I) Roll Call

Attendance as per attached schedule.

(Resolution #097-2024)

On motion of Trustees Susan Johnson and Susan Myers it was approved:

That the Board move into Open Session at 7:08 p.m.

(II) Land Acknowledgement – Read by Trustee Marie Murphy Foran

(III) Approval of Agenda

(Resolution #098-2024)

On motion of Trustees Elaine Johnston and Susan Myers it was approved:

That the Agenda dated 2024 09 24 be approved.

(IV) Conflict of interest

N/A

A. (V) Education Topic and/or Delegation**1. Overview of Summer Learning Programs**

Lisa Keranen; Summer Learning Camp Teacher/Experiential Learning Lead.
Students: Maxim Lavoie, Superior Heights Intermediate, Caelen Coutu, Korah CVS

Alyssa Traves; Indigenous Summer Learning Camp.
Students Ella-May Kidder, Korah CVS, Brody Marchand, White Pines CVS

SUPTS

(VI) System Information

- | | |
|---|--------|
| 1. Enrolment Update | F.P. |
| 2. Overview of Summer Learning Symposium/Summer Session | SUPT. |
| 3. Discussion of New Policies 6.50 Communication with Parents,
6.51 Guest (Third Party) Speakers and Presentation in Schools | L.R. |
| 4. Discussion of Revisions to Policy 2.06 Board of Trustees Code
of Conduct | J.S. |
| 5. Distributions of Policies: | |
| 4.07 Employee Ethics | F.P. |
| 6.21 Loss or Damage of Personal Effects | J.S.M. |
| 6.23 Equipment: Personal Use & Donations | J.S.M. |
| 6.32 Purchasing | J.S.M. |
| 6.46 Advertising | J.S.M. |

(Resolution #099-2024)

On motion of Trustees Elaine Johnston and Sheryl Evans it was approved:

A. (VII) Approval of Minutes from Previous Meetings**Minutes to be Approved by the Board:**

1. Regular Board Meeting Minutes of 2024 06 11.

(VII) Minutes to be Received by the Board.

1. SEAC Meeting Minutes of 2024 05 28.
2. SEAC Meeting Minutes of 2024 06 18.

A. Reports from Committee Chairs, OPSBA Items**(VIII) Reports:**

- ☐ Student Trustees
- ☐ OPSBA
- ☐ Parent Involvement Committee
- ☐ Committee Chairs: Audit Committee, Budget & Operations

(Resolution #100-2024)

On the motion of Trustees Marie Murphy Foran and Greg Bowman it was approved:

B.1 2024-2025 ONTARIO PUBLIC SCHOOL BOARD ASSOCIATION (OPSBA) FEES**1.4.0 Proposed Resolution**

- 1.4.1 That the Board approve the membership in OPSBA for the year 2024-2025 at a cost of \$42,801.01 including HST.

(Resolution #101-2024)

On the motion of Trustees Greg Bowman and Susan Johnson it was approved:

B.2 APPROVAL OF POLICIES**2.4.0 Proposed Resolution**

- 2.4.1 That the Board approve, as part of the regular review process, the following policy:

2.06 Board of Trustees Code of Conduct

as outlined in the Director's Report of 2024 09 24.

(Resolution #102-2024)

On the motion of Trustees Greg Bowman and Susan Johnson it was approved:

B.2 APPROVAL OF POLICIES

2.4.0 Proposed Resolution

2.4.1 That the Board approve, as part of the regular review process, the following policy:

6.50 Communication with Parents

as outlined in the Director's Report of 2024 09 24.

(Resolution #103-2024)

On the motion of Trustees Greg Bowman and Susan Johnson it was approved:

B.2 APPROVAL OF POLICIES

2.4.0 Proposed Resolution

2.4.1 That the Board approve, as part of the regular review process, the following policy:

6.51 Guest [Third Party] Speakers and Presentations in Schools

as outlined in the Director's Report of 2024 09 24.

(Resolution #104-2024)

On the motion of Trustees Sheryl Evans and Elaine Johnston it was approved:

B.3 TRUSTEE TRAVEL – 2024 OPSBA Northern General Meeting & Program

3.4.0 Proposed Resolution

3.3.1 That approval be granted for up to 11 Trustees to attend the 2024 OPSBA Northern General Meeting & Program being held at the Valhalla Hotel & Conference Centre in Thunder Bay, ON, from October 26th to 27th, 2024.

C. INFORMATION ITEMS

1. Celebrating 25 Years of Service – October 8th, 2024,

J.S.

FUTURE MEETINGS AND LOCATIONS

2024 10 08 4:00 PM Celebration of 25 Years of Service – The Grand Gardens
7:00 PM Committee of the Whole Meeting – H.E. Crowder Board Room

(Resolution #105-2024)

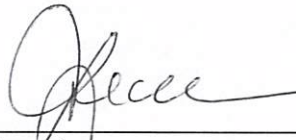
On the motion of Trustees Elaine Johnston and Marie Murphy Foran it was approved:

That the Board move to adjourn the Public Meeting at 8:44 pm.

Chair



Secretary





ALGOMA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING – OPEN SESSION

Date of Meeting: **Tuesday, September 24, 2024**

Time of Meeting: **7:00 p.m.**

Location: **EDUCATION CENTRE**

ATTENDANCE

Name	Abs/Pres	Late Arrival	Early Departure	Comments
Trustees				
Nick Apostle	Present			
Greg Bowman	Present			
Sheryl Evans	Present			
Sue Johnson	Present			
Elaine Johnston	Present			
Sara McCleary	Present			
Marie Murphy-Foran	Present			
Susan Myers	Present			
Jennifer Sarlo	Present			
Debbie Shamas	Present			
Heather Whitley	Present			
Student Trustees				
Georgie-June Abel	Present.			
Cameron Ciotti	Present			
Addy McEachren	Absent.			
Admin. Council				
L. Reece	Present			
J. Santa Maria	Present			
B. Vallee	Present			
J. Maurice	Present			
M. Bell	Present			
F. Palumbo	Present			
B. Servant	Present			
Others				
L. Aceti	Present			
F. Walsh	Present			
Media				
Brian Kelly	Present			
Darren Taylor	Present.			

Vice Chair Elaine Johnston
Vice-Chair or Trustee Designate



**ALGOMA DISTRICT SCHOOL BOARD
SPECIAL EDUCATION ADVISORY COMMITTEE (S.E.A.C.)**

**MINUTES OF MEETING
September 17, 2024
DT Walkom/Teams
12:00 Start Time**

Present: P. Mick (Member-At-Large), M. Tuomi, (Autism Ontario), M. Barbeau (Community Living Algoma), Clinton Snider (Algoma Family Services) A. Gauthier (Thrive Child Development Centre), S. Kitts (North Shore Tribal Council)

Trustees: H. Whitley (Trustee), S. Evans (trustee), Susan Myers

Staff: B. Vallee (Superintendent), C. Phillips (Recording Secretary), K. Viita (System Administrator), Krista Lappage (System Administrator)

Regrets: Velma Simon (Member-at- Large)

Guests: None

Meeting called to order following our reflection. With the approval of Chair Mick, Superintendent Vallee to facilitate the remainder of the hybrid meeting.

1. Welcome

2. Round Table - Introduction of members, staff, and/or guests.

3. Approval of Agenda and Minutes

- Approval of Agenda. Moved by S. Kitts. Seconded by M. Tuomi. All in favour.
- Approval of Minutes (June 18, 2024). Moved by C. Snider. Seconded by M. Tuomi. All in favour.

4. Correspondence: No Correspondence received this month.

5. Presentation: Special Education Programs & Services in ADSB (B Vallee)

The presentation provided an overview/update on special education programs and services in the ADSB. This included an overview of accommodations, modifications and alternative programming as the building blocks of Individual Education Plans (IEPs), pathways to receiving an IEP (e.g. Identification, Placement, Review Committee (IPRC) or IEP only), our current demographic data (e.g. numbers of students identified in each category), placements in

specialized programs & classrooms available in our board, and an overview of our special education team (including our system-wide special education program team, our system-wide multi-disciplinary team, and school-based special education staff).

6. Member Organization Updates

Community Living Algoma (M. Barbeau)

- Families enjoyed a night at the Water tower Inn to network and engage.
- Summer employment program was a great success.
- Project SEARCH was a great success last year - students have developed amazing skills to help them in the work force.
- A BBQ took place in August to involve the community for CLA's 70th anniversary.

Thrive (Amanda Gauthier)

- Busy with transition meetings and preparing for the September school start-up.
- Lot of programs and summer camp opportunities for families this year.

Algoma Family Services (Clint Snider)

- Wellness Hub hours are 12- 5. Lots of services being offered on-site including drop-in support by a nurse practitioner, counsellors.
- Planning for groups focused on anxiety and mental health as these are presenting issues for many clients.
- FASD Day (Sept 9, 2024) was celebrated at the Hub.

Autism Ontario (M. Tuomi)

- Busy with back-to-school resources, school readiness and links helping children to transition back to school. [School Collection Resources](#) , [Tips for Collaborating with the School](#) and [Ready-Set-Learn-Playful-Pathways-to-School-Readiness.pdf](#)
- Webinar: *Aligning Communication IEP Goals for Academic Success*: If your child is non-speaking, this webinar will talk about how to use the IEP (Individual Education Plan) to increase your child's participation at school. Date: Thursday, September 26th, 2024, Time: 12:00 pm to 1:00 pm.

North Shore Tribal Council (S. Kitts)

- Back to school event including a BBQ, fun things for kids to do, free backpack give away, etc. was a great success with over 500 people attending.
- Busy with meeting with schools, principals and families helping to transition into the new school year.

P. Mick (Member- At-Large)

- Nothing to report this month.

7. Report from the Board (Trustees)

- Noah, our guest speaker from last year's SEAC meeting, had a fantastic 5th place finish at the Paralympics.
- First Board Meeting of the 2024-2025 school year is scheduled for September 24th

- August was busy with principal's summer session, and training opportunity for all teachers.

8. Report from Administration (B. Vallee & K. Viita)

- **Transitions:** Transitions across many levels (e.g. entry to school, divisional changes, change in school, and/or change in panel).
- **Professional Development Day (September 3rd):** The first Professional Development Day of the 2024-2025 school year took place on Tuesday, September 3rd. Staff participated in a range of operational training (e.g. fire safety, traumatic events response, mental health emergency procedures. A portion of the morning was set aside for professional learning regarding the updated *Safe Practices for Staff Working with Students with High Needs* guideline. Time was also provided for staff to complete Safety Plans and begin working on Behaviour Management Plans
- **Summer Symposium.** Teachers had the opportunity to participate in two days of professional learning on August 28th and 29th. Special Education topics offered during the symposium included Psychological-Educational Assessments and How They Apply to the Classroom, Experience, *Executive Functions*, *Co-Regulation*, *Accessing and Using Classroom Support/Strategies for Students with Exceptionalities*, and *Tier Two Oral Language Intervention*. The Keynote Speaker for Day One was Doctor Jean Clinton who spoke on the topic of *Building Relationships in our K-12 Classrooms*. Day Two Keynote speaker was Dr. Marion Small, who spoke about building mathematical understanding. Approximately 300 teachers participated in the two-day session.
- **Empower Reading Training:** Last week, we welcomed our SickKids trainer, Inga, back to the Soo provided a day of Refresher training (which is mandatory every second year for staff), as well as providing the initial two days of training for staff new to the PRIM program. Training for teachers new to the INTER program was conducted virtually on August 26th and 27th. We were pleased to host staff from Huron-Superior to join us in these training sessions as well.
- **Formal Assessments:** Amanda Naccarato is in the process of completing any remaining from last spring this week. We have also begun our assessment process for the 2024-2025 school year with assessments underway this week. This block of assessments is based on referrals submitted in June. We anticipate providing assessments for this round of referrals by Christmas break. December is generally the intake period for our next round of referrals.
- **SERT Professional Learning:** We hosted a busy day of in-person professional learning for our elementary SERTs on Friday, September 13th. Topics for the day includes whole group sessions on IPRC/IEP development processes, the SERT Yearly Breakdown, an overview/review of Transition Processes, and use of the CAT4/Insight assessment data. Afternoon breakout sessions focused on *Behaviour Management Plans*, *Online Data Tracking* tools, and the *Edsembli Student Information System*.
- **Summer Programming:** A wide range of summer programming took place this year. Our multi-disciplinary team, including Speech-Language Pathologists and Communicative Disorders Assistants supported the Summer Learning Program. We were also able to provide a two-week school readiness program for some of our incoming JKs that present with high needs during the month of August. This program ran with both a morning group and an afternoon group. Programming focused on developing familiarity with school routines, including a daily bus ride supported by our staff. Several of our specialized classrooms, including DARE, Community Education, and several SLC classes

provided specific transition programs during the last few weeks of August to ease their students into the school year. Individual schools were also able to provide individual transition programming for students with special education needs.

9. **Next Meeting:** October 22, 2024

10. **Motion to adjourn:** Moved by S. Kitts. Seconded by H. Whitley.

Meeting adjourned at 1:22



B.1 Director's Report To The Board

Date: 2024 10 29

Subject: **2024-2025 BANK BORROWING RESOLUTION**

1.1.0 Background & Information

- 1.1.1 In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to \$10,000,000 to meet its obligations, until current revenue is received, the current expenditures of the Board for the period commencing on September 1, 2024, and ending on August 31, 2025 (the "Period").
- 1.1.2 Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- 1.1.3 The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

1.2.0 Recommendation

- 1.2.1 It is recommended that The Chair or Vice Chair and one of the Director of Education and Treasurer or Associate Director of Corporate Services & Operations are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or Demand Bridge Loan from the Banker of the Board, currently Canadian Imperial Bank of Commerce ("CIBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in the aggregate \$10,000,000 to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to the Banker of the Board, currently CIBC, or from any other approved lender promissory notes or Demand Bridge Loan, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and one of the Director of Education and Treasurer or Superintendent of Business for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently CIBC, or from any other approved lender; (See Attachment B. #1).
- 1.2.2 The Director of Education and Treasurer or Associate Director of Corporate Services & Operations is authorized and directed to apply in payment of all sums borrowed plus interest, all of the money collected or received in respect of the current revenues of the Board.



B.1 Director's Report To The Board

Date: 2024 10 29

Subject: **2024-2025 BANK BORROWING RESOLUTION**

1.2.0 Recommendation (Continued)

1.2.3 The Director of Education and Treasurer or Associate Director of Corporate Services & Operations is authorized and directed to deliver to the Banker of the Board, currently CIBC, or from any other approved lender from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

1.3.0 Proposed Resolution

1.3.1 That the Chair or Vice Chair and one of the Director of Education and Treasurer or Associate Director of Corporate Services & Operations are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or Demand Bridge Loan from the Banker of the Board, currently Canadian Imperial Bank of Commerce ("CIBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in the aggregate \$10,000,000 to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to the Banker of the Board, currently CIBC, or from any other approved lender promissory notes or Demand Bridge Loan as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and one of the Director of Education and Treasurer or Superintendent of Business for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently CIBC, or from any other approved lender; (See Attachment B.1 #1).

1.3.2 The Director of Education and Treasurer or Superintendent of Business is authorized and directed to apply in payment of all sums borrowed plus interest, all of the money collected or received in respect of the current revenues of the Board;

1.3.3 The Director of Education and Treasurer or Associate Director of Corporate Services & Operations is authorized and directed to deliver to the Banker of the Board, currently CIBC, or from any other approved lender from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

ALGOMA DISTRICT SCHOOL BOARD

2024-2025 Borrowing Resolution

Director's Report to the
Board of 2024 10 29
Attachment B.1 #1

A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE ALGOMA DISTRICT SCHOOL BOARD (the "Board")

Background

1. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to \$10,000,000 to meet, until current revenue is received, the current expenditures of the Board for the period commencing on September 1, 2024, and ending on August 31, 2025 (the "Period").
2. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.

The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

RESOLVED THAT:

1. That the Chair or Vice Chair and one of the Director of Education and Treasurer or Associate Director of Corporates Services & Operations are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or Demand Bridge Loan from the Banker of the Board, currently Canadian Imperial Bank of Commerce ("CIBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in the aggregate \$10,000,000 to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to the Banker of the Board, currently CIBC, or from any other approved lender promissory notes or Demand Bridge Loan, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and one of the Director of Education and Treasurer or Associate Director of Corporate Services & Operations for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently CIBC, or from any other approved lender;
2. The Director of Education and Treasurer or Associate Director of Corporate Services & Operations is authorized and directed to apply in payment of all sums borrowed plus interest, all of the money collected or received in respect of the current revenues of the Board;
3. The Director of Education and Treasurer or Associate Director of Corporate Services & Operations is authorized and directed to deliver to the Banker of the Board, currently CIBC, or from any other approved lender from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

We hereby certify that the foregoing is a true and complete copy of a Resolution of the Board in the Province of Ontario, duly passed at a meeting of the Board and that this Resolution is in force and effect.

DATED this 29th day of October 2024.

WITNESS the corporate seal

Chair

Secretary



B.2 Director's Report To The Board

Date: 2024 10 29

Subject: **REVISION TO THE 2024-2025 CAPITAL PROJECT BORROWING RESOLUTION**

2.1.0 Background & Information

2.1.1 In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow, for short term purposes, the amount of up to \$55,000,000 to meet the Boards obligations for payments related to Capital Projects, until the Ministry of Education flows Capital funding.

2.1.2 This is required to ensure ADSB's cash management strategy addresses Ministry of Education procedures in funding Capital payments for approved projects. The Ministry of Education flows payments to School Boards only twice per year:

- a) Capital expenditures from September to March (recorded in the March report submission to the Ministry and paid out in August to School Boards)
- b) Expenditures from April to August (recorded in the financial statement submission to the Ministry and paid out in February to School Boards)

Short term interest costs on the Demand Bridge Loan are fully reimbursed by the Ministry of Education for Capital Projects.

2.1.3 Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the un-received balance of the estimated revenues of the Board for the Period.

2.1.4 The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

2.2.0 Recommendation

2.2.1 It is recommended that The Chair or Vice Chair and one of the Director of Education and Treasurer or Associate Director of Corporate Services & Operations are authorized on behalf of the Board to borrow from time to time by way of Capital Bridge Financing from the banker of the board, currently Canadian Imperial Bank of Commerce ("CIBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in the aggregate \$55,000,000 to meet, until current revenue is collected, the current Capital expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to the Banker of the Board, currently CIBC, or from any other approved lender or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and one of the Director of Education and Treasurer or Associate Director of Corporate Services & Operations for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently CIBC, or from any other approved lender.

**B.2 Director's Report To The Board****Date:** 2024 10 29**Subject:** **REVISION TO THE 2024-2025 CAPITAL PROJECT BORROWING RESOLUTION****2.2.0 Recommendation (Continued)**

2.2.2 The Director of Education and Treasurer or Associate Director of Corporate Services & Operations is authorized and directed to apply in payment of all sums borrowed plus interest, all of the money collected or received in respect of the current revenues of the Board.

2.3.0 Proposed Resolution

2.3.1 That the Chair or Vice Chair and one of the Director of Education and Treasurer or Associate Director of Corporate Services & Operations are authorized on behalf of the Board to borrow from time to time by way of Capital Bridge Financing from the Banker of the Board, currently Canadian Imperial Bank of Commerce ("CIBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in the aggregate \$55,000,000 to meet, until current revenue is collected, the current Capital expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to the Banker of the Board, currently CIBC, or from any other approved lender or Capital Bridge Financing, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and one of the Director of Education and Treasurer or Associate Director of Corporate Services & Operations for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently CIBC, or from any other approved lender; (See Attachment B.2 #1).

2.3.2 The Director of Education and Treasurer or Associate Director of Corporate Services & Operations is authorized and directed to apply in payment of all sums borrowed plus interest, all of the money collected or received in respect of the current revenues of the Board.



REVISED CAPITAL PROJECTS BORROWING RESOLUTION 2024-2025

A RESOLUTION AUTHORIZING THE ALGOMA DISTRICT SCHOOL BOARD (the “Board”) TO BORROW MONEY PURSUANT TO THE PROVISIONS OF SECTION 243(1) OF THE EDUCATION ACT FOR THE RAISING OF FUNDS TO MEET THE CURRENT EXPENDITURE REQUIREMENTS OF CERTAIN CAPITAL PROJECTS AS MORE PARTICULARLY DESCRIBED IN THIS RESOLUTION, UNTIL CURRENT REVENUE IS RECEIVED.

WHEREAS:

- A. The Board has received funding approval under the Ministry of Education’s Capital Funding Programs for identified capital needs valued at over \$64 million. Reimbursement of board expenditure is contingent on amounts reported in the Financial Statements (as of August 31st) and March Report (as of March 31st) and payments for these capital expenditures will occur on a bi-annual basis as illustrated below:

Capital Expenditures made in Period	Ministry Payment Received
Apr 01 to Aug 31	Feb
Sep 01 to Mar 31	Aug

The ministry will fund the board’s short-term interest costs related to these capital expenditures.

- B. The Board wishes to apply to the Canadian Imperial Bank of Commerce (“CIBC”) for a capital loan for the purpose of short-term financing the capital projects until the capital grants are received from the Ministry of Education;
- C. The total cost of the projects is within the Board’s Debt and Financial Obligation Limit as established by the Ontario Ministry of Education.
- D. The interest expense incurred will be repaid to the Board by the Ministry of Education under the ‘Allocation for Short-Term Interest Grant’.

THEREFORE, BE IT RESOLVED as follows:

1. “The **Board Chair** and the **Director of Education** are authorized on behalf of the Board to borrow up to \$55,000,000 for capital projects in accordance with the Act.
2. The Chair or Vice-Chair and the Director of Education are authorized for and on behalf of the Board to execute and deliver all such documents to do such other acts and things as may be necessary to give full effect of this resolution.

We hereby certify that the foregoing is a true and complete copy of a Resolution of the Board in the Province of Ontario, duly passed at a meeting of the Board and that this Resolution is in force and full effect.

Dated this 29th day of October 2024.

.....
Jennifer Sarlo, Board Chair

.....
Lucia Reece, Director of Education



B.3 Director's Report to the Board

Date: 2024 10 29

Subject: **A BY-LAW TO PROVIDE FOR A 2025 EDUCATION TAX LEVY**

3.1.0 Background

- 3.1.1** Subsection 257.7(1) of the Education Act requires that the English-language public district school boards levy education tax for all boards of education in areas without municipal organization within the jurisdictional area of the board.
- 3.1.2** Section 257.7(1) of the Education Act states that taxes levied by the English-language public district school boards shall be collected under the *Provincial Land Tax Act, 2006* as if they were taxes imposed under the Act.
- 3.1.3** Ontario Regulation 400/98 and subsequent amendments to this regulation prescribe the tax rates under subsection 257.12(1) of the *Education Act*.
- 3.1.4** As of January 01, 2009, the Board no longer administers the collections of the Education Tax Levy in our Unorganized Townships. This function has been centralized through the Provincial Land Tax Office. This By-Law will allow us to receive the Algoma District School Board's share of Education Taxes from the Provincial Land Tax Office.

3.2.0 Information

- 3.2.1** It is necessary for the Board to pass By-Law 2025-01 (Attachment B.3 #1) in order to provide for the receipt of a 2025 Education Tax Levy in accordance with the Education Act, Provincial Land Tax Act and related regulations noted above.

3.3.0 Recommendation

- 3.3.1** It is recommended that the Board read three times and approve By-law No. 2025-01 to provide for the receipt of a 2025 Education Tax Levy in accordance with the Education Act, Provincial Land Tax Act and related regulations noted above as described in the Director's Report to the Board of 2024 10 29.

3.4.0 Proposed Resolution

- 3.4.1** That the Board read three times and approve By-law No. 2025-01 to provide for the receipt of a 2025 Education Tax Levy in accordance with the Education Act, Provincial Land Tax Act and related regulations noted above as described in the Director's Report to the Board of 2024 10 29.

BY-LAW NO. 2025-01

A BY-LAW TO PROVIDE FOR A 2025 EDUCATION TAX LEVY

WHEREAS subsection 257.7(1) of the *Education Act* requires the Board to levy the tax rates prescribed under section 257.12 of the *Education Act*;

AND WHEREAS Ontario Regulation 400/98 and subsequent amendments to this regulation prescribe the tax rates under subsection 257.12(1) of the *Education Act*;

NOW THEREFORE the Algoma District School Board enacts as follows:

The rates set out in Ontario Regulation 400/98 and subsequent amendments to this regulation for the year 2024 are hereby levied in localities within the area of jurisdiction of the Board on the property indicated in section 257.7 of the *Education Act*.

ENACTED AND MADE AS OF THE 29th day of October 2024

Jennifer Sarlo, Chair

Lucia Reece, Director

Read three times and approved at the Regular Board meeting on October 29, 2024.



B.4 DIRECTOR'S REPORT TO THE BOARD

DATE: 2024 10 29

SUBJECT: **APPROVAL OF S.E.A.C. MEMBER CHANGE**

4.1.0 Background

- 4.1.1 In accordance with Ontario Regulation 464/97, Board approval is required to appoint members and alternates to the Special Education Advisory committee (SEAC).
- 4.1.2 Applicant organizations who are district offices of a Provincial Organization for children with special needs, or who represent First Nations, complete the Algoma District School Board form attesting to their qualifications to sit on this committee as per Ontario Regulation 464/97. They submit the signed form to the Superintendent of Education.

4.2.0 Information

- 4.2.1 Sarah Burns has requested that she represent the interest of *Thrive Child Development Centre* as an alternate member of the Special Education Advisory Committee and has submitted the required form attesting to her qualifications.
- 4.2.2 *Thrive Child Development Centre* has historically had both a regular and alternate member represent their interest on the Algoma District School Board SEAC and has requested a change of the alternate member as the previous alternate is no longer eligible to sit on the ADSB SEAC.

4.3.0 Recommendation

- 4.3.1 It is recommended that the Board approve the appointment of Sarah Burns to represent the interest of *Thrive Child Development Centre* as an alternate member on the Algoma District School Board SEAC as described in the Director's Report to the Board of 2024 10 29.

4.4.0 Proposed Resolution

- 4.4.1 That the Board approve the appointment of Sarah Burns to represent the interest of *Thrive Child Development Centre* as an alternate member on the Algoma District School Board SEAC as described in the Director's Report to the Board of 2024 10 29.



B. 5 Director's Report to The Board

Date: 2024 10 29

Subject: APPROVAL OF POLICIES

5.1.0 Background

5.1.1 As part of our policy review process, the following policies have been reviewed by trustees, administrative council and appropriate Board personnel and are attached as items:

4.07 Employee Ethics
6.21 Loss or Damaged of Personal Effects,
6.23 Equipment – Personal Use & Donation
6.46 Advertising

*It is to be noted that all related documents (ie. procedures, forms, protocols, and guidelines), have been/or are being reviewed/updated but do not require Board approval.

5.2.0 Information

5.2.1 The above-mentioned policies have been brought forward and discussed at the Committee of the Whole meeting of 2024 04 16. The following recommendations reflect the changes discussed and made.

5.3.0 Recommendations

5.3.1 It is recommended as part of the regular review process, that the Board approve the following policies:

5.3.1 a 4.07 Employee Ethics
b 6.21 Loss or Damaged of Personal Effects,
c 6.23 Equipment – Personal Use & Donation
d 6.46 Advertising

as outlined in the Director's Report of 2024 10 29

5.4.0 Proposed Resolution

5.4.1 That the Board approve, as part of the regular review process, the following policies:

5.4.1 a 4.07 Employee Ethics
b 6.21 Loss or Damaged of Personal Effects,
c 6.23 Equipment – Personal Use & Donation
d 6.46 Advertising

as outlined in the Director's Report of 2024 10 29.

Section 4: Human Resources Management

Policy 4.07: Employee Ethics

Supporting Policies:

[6.02 Child Abuse \(Maltreatment\) Reporting Policy](#)
[6.16.01 Privacy and Information Management](#)
[6.27.01 Workplace Violence Policy](#)
[6.27.02 Workplace Harassment Policy](#)
[6.36 Equity and Inclusive Education](#)
[6.42 Use of Information and Technologies and Resources](#)
[6.49 Board Code of Conduct](#)
[6.49.01 Safe Schools Policy](#)
[6.49.02 Progressive Discipline Policy Including Suspension and Expulsion](#)
[6.49.03 Bullying Prevention and Intervention](#)
[6.53 Accessibility Standards](#)

Supporting Procedures:

[Employee Ethics Procedures](#)

Supporting Protocols and Guidelines:

Supporting Templates and Forms:

Other Resources:

Education Act and Regulations
Teaching Profession Act
Municipal Freedom of Information Protection of Privacy Act
Accessibility Standards Act
Ontario Human Rights Code
Personal Health Information Protection Act (PHIPA)
Ontario Student Record (OSR) Guideline
Personal Information and Protection of Electronic Documents Act (PIPEDA)
Provincial and Federal Laws

Approved by Board Resolution #136-2015 02 24

Revised by Board Resolution # 106-2019 11 26

1 POLICY

The Algoma District School Board is committed to holding all employees to high ethical standards, ethical attitudes and conduct that reflect a clear sense of their responsibility to perform their duties in the best interests of students, staff and the organization. By adhering to a Code of Ethics, employees will demonstrate leadership, accountability and transparency, and will merit the trust of students, parents, members of the educational community and the general public.



2 ADMINISTRATIVE DETAIL

1. This policy applies to all employees of the Algoma District School Board;
2. It is the responsibility of all employees to adhere to this Code of Ethics and to act at all times in good faith, and in the best interests of the organization;
3. Employees who are members of professional organizations are responsible for adhering to the ethical standards of their organizations in addition to this policy;
4. It is the responsibility of all Senior Administrators, Principals, Supervisors and Managers to ensure that all employees, including new employees, are made aware of this policy and procedures;
5. Violations of this policy may result in disciplinary action, up to and including dismissal.

CURRENT

Section 4: Human Resources Management

Policy 4.07: Employee Ethics

Supporting Policies:

[6.02 Child Abuse \(Maltreatment\) Reporting Policy](#)
[6.16.01 Privacy and Information Management](#)
[6.27.01 Workplace Violence Policy](#)
[6.27.02 Workplace Harassment Policy](#)
[6.32 Purchasing Policy](#)
[6.36 Equity and Inclusive Education](#)
[6.42 Use of Information and Technologies and Resources](#)
[6.49 Board Code of Conduct](#)
[6.49.01 Safe Schools Policy](#)
[6.49.02 Progressive Discipline Policy Including Suspension and Expulsion](#)
[6.49.03 Bullying Prevention and Intervention](#)
[6.53 Accessibility Standards](#)

Supporting Procedures:

[Employee Ethics Procedures](#)

Supporting Protocols and Guidelines:

Supporting Templates and Forms:

Other Resources:

Education Act and Regulations
Teaching Profession Act
Municipal Freedom of Information Protection of Privacy Act
Accessibility Standards Act
Ontario Human Rights Code
Personal Health Information Protection Act (PHIPA)
Ontario Student Record (OSR) Guideline
Personal Information and Protection of Electronic Documents Act (PIPEDA)
Provincial and Federal Laws

Approved by Board Resolution #136-2015 02 24

Revised by Board Resolution # 106-2019 11 26

Revised by Board Resolution # ???-2024 09 24

1 POLICY

The Algoma District School Board is committed to holding all employees to high ethical standards, ethical attitudes and conduct that reflect a clear sense of their responsibility to perform their duties in the best interests of students, staff and the organization. By adhering to a Code of Ethics, employees will demonstrate leadership, accountability and transparency, and will merit the trust of students, parents, members of the educational community and the general public.



2 ADMINISTRATIVE DETAIL

1. This policy applies to all employees of the Algoma District School Board;
2. It is the responsibility of all employees to adhere to this Code of Ethics and to act at all times in good faith, and in the best interests of the organization;
3. Employees who are members of professional organizations are responsible for adhering to the ethical standards of their organizations in addition to this policy;
4. Current employees will review this policy and its accompanying procedure, on a yearly basis and will be required to indicate this through a declaration of review through the employee portal;
5. Upon hiring, new employees will be provided with and will review this policy and the accompanying procedure; ~~It is the responsibility of all Senior Administrators, Principals, Supervisors and Managers to ensure that all employees, including new employees, are made aware of this policy and procedures;~~
6. Violations of this policy may result in disciplinary action, up to and including dismissal.

Section 6B: Operations - Workplace

Policy 6.21: Loss or Damage of Personal Effects

Supporting Policies:

Supporting Procedures:

Supporting Protocols and Guidelines:

Supporting Templates and Forms:

Other Resources:

*Approved by Board Resolution #154-1998 06 23
Reviewed by Resolution #021-2015 01 27
Approved by Board Resolution #110 – 2019 11 26*

The Board shall not be responsible for the loss or damage to personal effects of students, staff, visitors, or volunteers, including personal vehicles.



Section 6B: Operations - Workplace

Policy 6.23: Equipment - Personal Use and Donations

Supporting Policies:

Supporting Procedures:

Supporting Protocols and Guidelines:

Supporting Templates and Forms:

Other Resources:

*Approved by Board Resolution #154 -1998 06 23
Amended by Board Resolution #038 -2015 02 24
Approved by Board Resolution #111 – 2019 11 26*

1 POLICY

Board equipment (such as vehicles, televisions, computers, photocopiers, gym equipment, athletic equipment, shop equipment, tables and/or chairs, power mowers, snow blowers, ladders, tools, etc.) shall not be rented, loaned or otherwise used by outside organizations/individuals; and shall not be used for personal purposes by staff.

Notwithstanding above, under special circumstances, permission may be granted for the use of board equipment by outside organizations/individuals. Approval will be required by the Director or designate.

Instructional equipment (computers, musical instruments, vehicles, etc.) that is donated to a school is deemed property of the Board.

Section 6B: Operations - Workplace

Policy 6.46: Advertising

Supporting Policies:

Supporting Procedures:

[Advertising Procedures](#)

Supporting Protocols and Guidelines:

Supporting Templates and Forms:

Other Resources:

Approved by Board Resolution #056 -2007 04 24

Approved by Board Resolution #046 -2015 02 24

Approved by Board Resolution #114 -2019 11 26

1 RATIONALE

As a teaching and learning organization, the Algoma District School Board plays a major role in promoting learning and the economic benefits of education in all communities within the district.

2 POLICY STATEMENT

The Algoma District School Board shall, as part of its communication plan, advertise in a cost-effective manner to promote learning and education and to raise public awareness of education programs, services, issues, events and activities of specific interest or benefit to students and parents. Advertising will present objective, factual and explanatory information based on verifiable facts in an unbiased, fair and equitable manner.

Appropriate approval for all advertising shall be obtained from the respective Superintendent or Director/ Director Designate.