



REGULAR BOARD MEETING AGENDA

Tuesday, March 26, 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: Heather Whitley
- III. Approval of Agenda
- IV. Conflict of Interest

V. Education Topic and/or Delegation

	Superintendent
1. Keystone Lodge #412 Algoma East Donation to ADSB Breakfast Program Guest Presenter: Dennis Adshead	L.R.

VI. System Information

	Superintendent
1. Overview of Board and Math Achievement Plans	M.B.
2. Distribution of Policies: 4.04 Progressive Discipline, 6.10 Drug and Alcohol Policy, 6.27.03 Fragrances/Scented Products in the Workplace	F.P./J.M.

VII. Minutes from Previous Meetings

Minutes to be Approved by the Board:

1. Regular Board Meeting Minutes from 2024 02 27

Minutes to be Received by the Board:

1. SEAC Meeting Minutes from 2024 02 13

VIII. Student Trustees' Report

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



REGULAR BOARD MEETING AGENDA

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PUBLIC

B. ACTION ITEMS

	Superintendent
1. Approval for Travel for OPSBA Labour Relations Conf.	J.S.
2. Approval of Special Education Advisory Committee (S.E.A.C.) Member	B.V.
3. Revision to Capital Borrowing Resolutions	J.S.M.
4. JK-12 Organization for 2024-2025	F.P./J.M.

C. INFORMATION ITEMS

1. C.1 ADSB Quarterly Report – Q2	J.S.M.

FUTURE MEETINGS AND LOCATIONS

2024 04 16 5:30 pm Committee of the Whole Meeting - Closed
7:00 pm Committee of the Whole Meeting - Public

SECTION 4: HUMAN RESOURCES MANAGEMENT**Policy 4.04: PROGRESSIVE DISCIPLINE POLICY FOR EMPLOYEES*****Supporting Policies***

4.07 [Employee Ethics](#)

6.27.01 [Workplace Violence & Harassment Policy](#)

6.27.02 [Workplace Harassment Policy](#)

6.49.01 [Safe Schools Policy](#)

Supporting Procedures

[Progressive Discipline Procedure for Employees](#)

Supporting Protocol and Guidelines***Supporting Templates and Forms******Other Resources***

[Education Act](#)

[Employment Standards Act](#)

[Occupational Health & Safety Act](#)

[Ontario College of Teachers Act](#)

[Human Rights Code](#)

[Collective Agreement](#)

Approved by Board Resolution #050-2016 05 10

Amended by Board Resolution # 017-2019 02 26

RATIONALE

As an educational organization, the Algoma District School Board's first priority is to maintain the best possible learning and working environments for all. Thus, the Board expects all employees:

- to conduct themselves in a professional manner, consistent with Board policies, procedures, character attributes, expectations and directives as well as Ministry regulations, legislation and acts, both within and outside the workplace;
- to ensure learning and working environments are safe, accessible and welcoming;
- to perform assigned duties and responsibilities in a manner that meets acceptable standards.

POLICY STATEMENT

It is the policy of the Algoma District School Board that progressive discipline* will be applied in circumstances where an employee's performance and/or behavior do(es) not meet acceptable standards.

***Progressive discipline** is a series of increasingly serious steps that a Director, member of Senior Management, Supervisor or School Administrator initiates in order to correct unacceptable performance or behavior. Given that each situation is unique, all circumstances will be considered before issuing a response. There are no rigid or arbitrary rules of application. Serious situations may result in immediate and significant disciplinary consequences.

Current

SECTION 4: HUMAN RESOURCES MANAGEMENT**Policy 4.04: PROGRESSIVE DISCIPLINE POLICY FOR EMPLOYEES*****Supporting Policies***

- 4.07 [Employee Ethics](#)
- 6.27.01 [Workplace Violence & Harassment Policy](#)
- 6.27.02 [Workplace Harassment Policy](#)
- 6.49 [Board Code of Conduct](#)
- 6.49.01 [Safe Schools Policy](#)

Supporting Procedures

[Progressive Discipline Procedure for Employees](#)

Supporting Protocol and Guidelines***Supporting Templates and Forms******Other Resources***

[Education Act](#)
[Employment Standards Act](#)
[Occupational Health & Safety Act](#)
[Ontario College of Teachers Act](#)
[Human Rights Code](#)
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- to perform assigned duties and responsibilities in a manner that meets acceptable standards.

POLICY STATEMENT

It is the policy of the Algoma District School Board that progressive discipline will be applied in circumstances where an employee's performance, **conduct** and/or behavior do(es) not meet acceptable standards. **For clarity:**

Progressive discipline is a series of increasingly serious steps that a Director, member of Senior Management, Supervisor or School Administrator initiates in order to correct unacceptable performance or behavior. Given that each situation is unique, all circumstances will be considered before issuing a response. There are no rigid or arbitrary rules of application. Serious situations may result in immediate and significant disciplinary consequences.

DRAFT

SECTION 6: OPERATIONS

Policy 6.10: Drug and Alcohol Policy

Supporting Policies

[6.13 Smoking on School Property](#)

[6.49.01 Board Code of Conduct](#)

[6.49.02 Progressive Discipline Including Suspension and Expulsion](#)

Supporting Procedures

[ADSB Smudging Procedure](#)

Supporting Protocols and Guidelines

[Project ABCD \(Action for Building a Community that is Drug Free\)](#)

Supporting Templates and Forms

Other Resources

Kiwanis Community Theatre Centre (KCTC) Alcohol Policy 10.0

[Algoma Model Website Portal \(www.algomamodel.ca\)](http://www.algomamodel.ca)

[Tobacco Control Act, 1994](#)

[Algoma Public Health](#)

[Smoke Free Ontario Act](#)

[Cannabis Control Act](#)

Approved by Resolution #154-1998 06 23

Revised by Resolution #091-2016 09 20

Revised by Resolution #087-2018 10 30

POLICY STATEMENT

1. In conjunction with its policy on STUDENT BEHAVIOUR AND CONDUCT, the Algoma District School Board assumes a leadership role in creating and promoting a positive drug-free lifestyle and a healthy environment dedicated towards the development of skills, attitudes, confidence and good citizenship. The Board expects that all staff, volunteers and others in the employ of the Board will be positive role models in this regard and will be aware of and apply this policy and its related procedures.
2. It is the policy of the Algoma District School Board that alcohol, illicit drugs, cannabis that is consumed for non-medical purposes and the illegal use of prescription drugs are not to be used by or be in the possession of anyone on school property or during out-of-classroom programs and activities conducted by or under the auspices of the Board wherever such activities are held. This policy includes the misuse of solvents, gasoline, cleaning fluids and other inhalants.

3. The Board complies with the [Tobacco Control Act, 1994](#) which includes the prohibition at all ADSB Schools and/or regulation of smoking on all Board properties, and discourages the use of tobacco and tobacco products by its students and staff. As outlined in the “[Smoke Free Ontario Act](#)” policy and the [Algoma Public Health](#) policy an exception has been noted:
“...accommodate the use of tobacco or related substances in connection with culturally significant celebrations formally conducted on campus by members of the Anishinaabe community.” The [ADSB Smudging Procedure](#) provides more information.
4. The Board prohibits the use of drugs to improve athletic performance and the use of drugs to enhance physical appearance.
5. The Board will support both programs of prevention and intervention to assist students and staff to maintain or regain a substance-free lifestyle.

Exception:

An exception to this policy is granted to the Kiwanis Community Theatre Centre to allow for KCTC’s Alcohol policy and insurance coverage to be in effect for public events managed by the Theatre.

SECTION 6: OPERATIONS

Policy 6.10: Drug and Alcohol Policy

Supporting Policies

[6.13 Smoking on School Property](#)

[6.49.01 Board Code of Conduct](#)

[6.49.02 Progressive Discipline Including Suspension and Expulsion](#)

Supporting Procedures

[ADSB Smudging Procedure](#)

Supporting Protocols and Guidelines

[Project ABCD \(Action for Building a Community that is Drug Free\) Guideline](#)

Supporting Templates and Forms

Other Resources

[Kiwaniis-Sault Community Theatre Centre \(KSCTC\) Alcohol Policy 10.0](#)

[Algoma Model Website Portal \(\[www.algomamodel.ca\]\(http://www.algomamodel.ca\)\)](#)

[Tobacco Control Act, 1994](#)

[Algoma Public Health](#)

[Smoke Free Ontario Act](#)

[Cannabis Control Act](#)

[Ontario Federation of School Athletic Associations \(OFSAA\) – OFSAA Policy on Dispensing Drugs, Medication, and Food Supplements, and Rules of Behaviour for Participants to OFSAA Championships](#)

Approved by Resolution #154-1998 06 23

Revised by Resolution #091-2016 09 20

Revised by Resolution #087-2018 10 30

[Revised by Resolution #](#)

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1. In conjunction with its policy on STUDENT BEHAVIOUR AND CONDUCT, the Algoma District School Board assumes a leadership role in creating and promoting a positive, drug-free lifestyle and a healthy working/learning environments dedicated towards the development of skills, attitudes, confidence and good citizenship. The Board expects that all staff, volunteers and others in the employ of the Board will be positive role models in this regard and will be aware of and apply this policy and its related procedures.
2. It is the policy of the Algoma District School Board that alcohol, illicit drugs, cannabis that is consumed for non-medical purposes and the illegal use of prescription drugs are not to be used by, or be in the possession of anyone on Board or school property, or during out-of-classroom programs and activities conducted by, or under the auspices of the Board wherever such

activities are held. This policy includes the misuse of solvents, gasoline, cleaning fluids and other inhalants.

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“...accommodate the use of tobacco or related substances in connection with culturally significant celebrations formally conducted on campus by members of the Anishinaabe community.” The [ADSB Smudging Procedure](#) provides more information.

4. At all Board sanctioned athletic practices and events, and OFSAA sanctioned competitions, drugs, other than medication prescribed by a medical doctor for a specific student athlete, are expressly forbidden. In addition, as per OFSAA guidelines, team officials and school coaches shall not supply, recommend or permit the use of any drug, medication or food supplement solely for performance-enhancing purposes.

~~The Board prohibits the use of drugs to improve athletic performance and the use of drugs to enhance physical appearance.~~

5. The Board will support both programs of prevention and or intervention to assist students and staff with ~~to~~ maintaining or regaining a substance-free lifestyle.

Exception:

An exception to this policy is granted to the ~~Sault~~Kiwanis Community Theatre Centre (SCTC) to allow for ~~K~~SSCTC’s Alcohol policy and insurance coverage to be in effect for public events managed by the Theatre.

SECTION 6: OPERATIONS**Policy 6.27.03 SCENT SENSITIVITY IN THE WORKPLACE*****Supporting Policies***

[6.27 Health and Safety Policy](#)

Supporting Procedures***Supporting Protocols and Guidelines******Supporting Templates and Forms******External Resources***

[Occupational Health and Safety Act and Regulations](#)

[Ontario Human Rights Code](#)

Approved by Board Resolution #021-2019 02 26

Rationale

The Algoma District School Board, as an employer, has a duty to accommodate employees who may be adversely affected or suffer a severe medical reaction when exposed to a certain scent or fragrance. To provide consistent scent sensitive conditions at all facilities and amongst all workplace stakeholders, this policy applies to all locations where the need for an accommodation has been identified. It is understood that, while supporting medical documentation may be needed with respect to the causes and symptoms of a sensitivity, the absence or delay of such documentation does not remove the need for an immediate response. In all cases, the minimum awareness consideration will be applied.

SECTION 6: OPERATIONS

Policy 6.27.03 SCENT SENSITIVITY IN THE WORKPLACE

Supporting Policies

[6.27 Health and Safety Policy](#)

Supporting Procedures

[Scent Sensitivity Procedure](#)

Supporting Protocols and Guidelines

Supporting Templates and Forms

External Resources

[Occupational Health and Safety Act and Regulations](#)

[Ontario Human Rights Code](#)

Approved by Board Resolution #021-2019 02 26

[Amended by Board Resolution #](#)

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**ALGOMA DISTRICT SCHOOL BOARD
REGULAR BOARD MEETING
MINUTES**

CLOSED SESSION

2024 02 27

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 #014-2024)

On motion of Trustees Sheryl Evans and Greg Bowman it was approved:

That the Board move into Closed Session at 5:35 p.m.

- (II) **Conflict of interest**

N/A

- D. **Action Items**

N/A

Updates given:

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

(Resolution #015-2024)

On motion of Trustees Sheryl Evans and Greg Bowman it was approved:

That the Board adjourn Closed Session at 6:49 p.m.

Chair

Secretary



ALGOMA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING – CLOSED SESSION

Date of Meeting: **Tuesday, February 27, 2024**

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

Location: **EDUCATION CENTRE**

ATTENDANCE

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



 Chair or Trustee Designate



**ALGOMA DISTRICT SCHOOL BOARD
REGULAR BOARD MEETING
MINUTES
OPEN SESSION
2024 02 27
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 #016-2024)

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

That the Board move into Open Session at 7:01 p.m.

(II) Land Acknowledgement – Read by Trustee Sue Johnson

(III) Approval of Agenda

(Resolution #017-2024)

On motion of Trustees Sheryl Evans and Sue Johnson it was approved:

That the Agenda dated 2024 02 27 be approved as amended.

(IV) Conflict of interest

N/A

A. (V) Education Topic and/or Delegation

1. ~~Keystone Lodge #412 Algoma East Donation to ADSB Breakfast Program~~
Guest Presenter: Dennis Adshead ~~POSTPONED~~ L.R.
 2. Presentation: Literacy in Action
Guests: Linda Kirby – K-12 School Effectiveness and Student Achievement S.A.
Debbie Gibbs – School Curriculum S.A.T.
Erin Corcoran's Grade 2 Class from Northern Heights M.B.
-

(VI) System Information

1. 2022-2023 Annual Health & Safety Report, Guest : H & S Officer Chris Alfano J.S.M.
 2. Update on 2024-2025 School Year Calendar J.M.
 3. Distribution of Policies:
 - 4.05 Attendance Support Policy,
 - 6.07 Canada's Anti-Spam Legislation Policy (CASL),
 - 6.16.01 Privacy and Information Management Policy,
 - 6.27.01 Workplace Violence Policy,
 - 6.27.02 Workplace Harassment Policy,
 - 6.42 Use of Computing & Information Technology Policy,
 - 6.47 Use of Board Credit Card Policy. J.S.M.
-

(Resolution #018-2024)

On motion of Trustees Greg Bowman and Susan Myers 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 01 16
2. Committee of the Whole Board Meeting Minutes of 2024 02 06

(VII) Minutes to be Received by the Board.

1. Special Education Advisory Committee (SEAC) meeting Minutes of 2024 01 09.
-

A. Reports from Committee Chairs, OPSBA Items

(VIII) Reports:

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

(Resolution #019-2024)

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

B.1 APPROVAL OF POLICIES

1.4.0 Proposed Resolution

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

1.4.1 a 6.03 Student Accident Insurance

as outlined in the Director's Report of 2024 02 27.

(Resolution #020-2024)

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

B.1 APPROVAL OF POLICIES

1.4.0 Proposed Resolution

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

1.41 b 6.04 Temporary Accommodation for Visiting Groups

as outlined in the Director's Report of 2024 02 27.

(Resolution #021-2024)

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

B.1 APPROVAL OF POLICIES

1.4.0 Proposed Resolution

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

1.41 c 6.05 Attendance/Safe Arrival of Students

as outlined in the Director's Report of 2024 02 27.

(Resolution #022-2024)

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

B.1 APPROVAL OF POLICIES

1.4.0 Proposed Resolution

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

1.41 d 6.13 Smoking on Board Property

as outlined in the Director's Report of 2024 02 27.

(Resolution #023-2024)

On the motion of Trustees Susan Myers and Heather Whitley it was approved:

B.1 APPROVAL OF POLICIES

1.4.0 Proposed Resolution

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

1.41 e 6.14 Political Campaigning in Schools

as outlined in the Director's Report of 2024 02 27.

(Resolution #024-2024)

On the motion of Trustees Susan Myers and Heather Whitley it was approved:

B.1 APPROVAL OF POLICIES

1.4.0 Proposed Resolution

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

1.41 f 6.33 Copyright Policy – *no changes*

as outlined in the Director's Report of 2024 02 27.

(Resolution #025-2024)

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

B.1 APPROVAL OF POLICIES

1.4.0 Proposed Resolution

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

1.41 g 6.37 Public Relations Policy

as outlined in the Director's Report of 2024 02 27.

(Resolution #026-2024)

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

B.1 APPROVAL OF POLICIES

1.4.0 Proposed Resolution

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

1.41 h 6.41 Tax Collection Policy

as outlined in the Director's Report of 2024 02 27.

(Resolution #027-2024)

On the motion of Trustees Susan Myers and Heather Whitley it was approved:

B.2 JOINT HEALTH AND SAFETY ANNUAL REPORT: 2022-2023

2.3.0 Proposed Resolution

2.4.1 That the Board receive the 2022-23 Annual Report of the Joint Health and Safety Committee and express its appreciation to the committee members for their work this past year on behalf of all Board employees.

(Resolution #028-2024)

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

B.3 APPROVAL OF BUDGET DEVELOPMENT PROCESS FOR 2024-2025

3.3.0 Proposed Resolution

3.3.1 That the Board approve the budget process for 2024-2025 as described in the Director's Report to the Board of 2024 02 27.

(Resolution #029-2024)

On the motion of Trustees Heather Whitley and Sue Johnson it was approved:

B.4 SCHOOL YEAR CALENDAR 2024-2025

4.4.0 Proposed Resolution

4.4.1 That the Board, subject to the approval of the three coterminous Boards, approve the School Year Calendar for the 2024-2025 school year, as contained in the Director's Report of 2024 02 27.

(Resolution #030-2024)

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

B.5 APPROVAL OF NEW SEAC MEMBER

5.4.0 Proposed Resolution

5.4.1 That the Board approve the appointment of Rachelle Lambert to represent the interest of First Nations pupils as an alternate member of the Algoma District School Board SEAC as described in the Director's Report to the Board of 2024 02 27.

(Resolution #031-2024)

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

B.6 APPOINTMENT OF STUDENT TRUSTEES FOR 2024 - 2025

6.3.0 Proposed Resolution

6.3.1 That the Board approve the appointment of Addy McEachren from Chapleau Secondary School and Cameron Ciotti from White Pines C & V S as the Student Trustees and Georgie-June Abel from White Pines C & V S as Indigenous Student Trustee, for the Algoma District School Board, effective August 1, 2024, to July 31, 2025.

C. INFORMATION ITEMS

1. Young Americans

M.B.

FUTURE MEETINGS AND LOCATIONS

**2024 03 26 5:30 PM Committee of Whole Closed Meeting
 7:00 PM Committee of Whole Open Meeting**

(Resolution #032-2024)

On the motion of Trustees Susan Myers and Heather Whitley it was approved:

That the Board move to adjourn the Public Meeting at 9:06 pm.


Chair


Secretary



ALGOMA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING – OPEN SESSION

Date of Meeting: **Tuesday, February 27, 2024**

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

Location: **EDUCATION CENTRE**

ATTENDANCE

Name	Abs/Pres	Late Arrival	Early Departure	Comments
Trustees				
Nick Apostle	✓ online			
Greg Bowman	✓			
Sheryl Evans	✓			
Sue Johnson	✓			
Elaine Johnston	Online			
Sara McCleary	✓			
Marie Murphy-Foran	✗ ✓ Online			
Susan Myers	✓			
Jennifer Sarlo	✓			
Debbie Shamas	Online			
Heather Whitley	✓			
Student Trustees				
Casey Bouvier	Online ✗			
Andrew Vair	Online			
Desirae Schell-Migwans	✓			
Admin. Council				
L. Reece	✓			
J. Santa Maria	✓			
B. Vallee	✓			
J. Maurice	✓			
M. Bell	✓			
F. Palumbo	✓			
B. Servant	✓			
Others				
L. Aceti	✓			
F. Walsh	✓			
Media				
Brian Kelly	✓			
Darren Taylor	✓			


Chair or Trustee Designate



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

**MINUTES OF MEETING
February 13, 2024
DT Walkom/Teams
12:00 Start Time**

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

Trustees: S. Myers (Trustee - Alternate), H. Whitley (Trustee)

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

Regrets: S. Evans (Trustee)

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 guests.

3. Approval of Agenda and Minutes

- Approval of Agenda. Moved by S. Myers. Seconded by C. Snider. All in favour.
- Approval of Minutes (January 9, 2024). Moved by M. Barbeau. Seconded by S. Kitts, All in favour,

4. Correspondence:

Peterborough, Victoria, Northumberland, and Clarington Catholic School Board

- Letter expressing concerns about various matters related to special education. These included funding formula, transportation, supervision, and Special Incidence Portion (SIP).

5. Presentation/Discussion: Specialized Classrooms/Programs (Amanda Naccarato S.E. Assignment Teacher and Tara Lappage S.E. Lead)

- Explained differences between specialized programs (Withdrawal Model) and specialized classrooms (Fully Self-Contained or Partial Integration Model).
- Specialized classroom model: Students are registered in a special education class assigned to a special education classroom teacher for most programming. Programming focuses on functional academics (literacy, numeracy) and alternative programming expectations. Students may be integrated into an age-appropriate classroom for specific subjects (e.g. arts, phys ed for at least one period) or other classroom activities. Examples: *Structured Learning Classroom, Practical Learning Classroom*
- Specialized program model: Students are registered in a regular classroom assigned to a regular classroom teacher. They receive academic programming in the regular classroom for at least 50% of the school day. Students also receive withdrawal supports in specific areas of need (e.g. modified academics, social skills, self-regulation) from a Specialized Program Teacher. Examples: *Integrated Support Program (ISP), Learning Support Program (LSP), Learning for Enhanced Achievement Programming (LEAP)*
- The first option is the least restrictive environment which is usually the student's age-appropriate class at their home school. Students are considered for specialized programs or specialized classrooms when appropriate if this option aligns with the parent/guardian's wishes.
- Data collection and communication with community partners, parents/guardians and school- and system-based team is an important part of both models.

6. Member Organization Updates

S. Kitts (North Shore Tribal Council)

- Big focus since September has been spent on behaviors in the classroom.
- Parent conferences are on-going,

Velma Simon (Member-at-Large)

- Excited to be here, this is a great connection.
- Lead for the *Community Integration through Cooperative Education (CICE)* program. *CICE* is a fully integrated 2-year certificate program designed to provide students with learning challenges opportunities to enhance their academic, vocational, and social skills.
- Program highlights- hands on learning, academic support, field placements and fully integrated into classrooms and labs.
- Many areas of study are offered.

A. Gauthier (Thrive Child Development Centre)

- Flyer has come out about the Entry-to-School program.
- Parent coffee break programs are currently running.
- Talks underway about possible expansion to house all Thrive employees at one location (Johnson Ave)

M. Tuomi (Autism Ontario)

- *Celebrate the Spectrum*- Celebration of World Autism Day takes place April 2, 2024. Materials are available to be sent to schools.

- Fly your Flag groups and links.
- Webinars to support parents are on-going e.g. Paperwork parties- this is very helpful for parents to figure out the many paperwork requirements
- Awesome Moms is a monthly group
- Exploring Autism webinar upcoming at the end of February
- Monthly Webinar group for dads

P. Mick (Member- At-Large)

- Nothing to report this month.

M. Barbeau (Community Living Algoma)

- *Together We're Better* contest" has opened for JK-12 students. Tell us or show us how your classroom and extracurricular program supports the inclusion of students with an intellectual or developmental disability. Contest closes February 29, 2024.
- Reminder that application for Summer Employment program is now open. Opportunities are available for students with an intellectual or developmental disability to apply for summer employment. A 'job coach' (another summer student) is also provided to help support the employment. This program is available for students ages 15 and up. Students can apply for job placements of either 8 weeks or 16 weeks. Applications will close March 1, 2024.
- Beginning the process of transition for September students from grade 8 and secondary school graduates into the work force.

Clint Snider (Algoma Family Services)

- Excited to introduce new Director of Services, Brian Kelly. He will help support Stephanie Fetherston and programs will be divided between the 2.
- Focus groups on anxiety for children between 8- 12 and depression/ anxiety for students between 13 and 18.
- Youth Wellness Hub is up and running and will present a movie and have conversation on human trafficking.
- Looking to work with community partners on creating a café where an employment opportunity would be provided.

7. Report from the Board (Trustees)

- Presentation at last meeting- Re-Thinking Recess. This is a leadership opportunity for Grade 5 to 6 students at pilot schools. Students run games and recess programming for younger students. Focus on building conflict resolution skills and learning new games. Always looking for kids that need to be included - look for the bright pink tuques. *Always room for one more!* is the Re-Thinking Recess slogan.
- Mama Mia! Presentation from the cast of Mama Mia, which is the Korah Collegiate musical this year.

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

- **Professional Development Day (February 2nd):** Professional Development Day took place on February 2nd. Elementary Teachers completed activities related to assessment and reporting as per the collective bargaining agreement while secondary teachers participated in professional learning and semester turn-around activities. The special education department provided professional learning for educational assistants. A day of in-person learning took place at Boreal with Educational Assistants rotating through five different workshops, including *Bringing Words to Life*, *Optimizing*

Student Success, Using Read & Write for Chrome to Support All Learners, Tips for Successful Student Interactions, and the *Universal Supports Café*. Our team also provided Behaviour Management Systems (BMS) training for elementary vice-principals as well as a group of educational assistants/early childhood educators that were not able to complete training at previous sessions.

- **Kindergarten Registration Begins.** Kindergarten registration continues for students born in 2020, as well as those born in 2019 that may not have attended school this year. Very helpful to have families register as early as possible as this certainly helps with preliminary planning for the 2024-2025 school year.
- **SERT/SPT Professional Learning:** On January 26th, we hosted an in-person learning day for our Special Education Resource Teachers. Topics included an overview of school improvement work through the special education lens, including a focus on *UDL*, *DI*, and *Tiered Approaches to Intervention*, *Inter-Panel Transition* processes from elementary to secondary, *Charting the Path* program, and a dive into some of the available mental health resources including the *Mind-up* curriculum and the School Mental Health Ontario Wayfinder. SERTs also participated in a video conference on February 9th focused on Individual Education Plan (IEP) development. Next in-person session for our SERTs is scheduled for February 23rd.
- **Shelley Moore Sessions (February 13th and 28th):** Tonight is the second of the five-part learning sessions provided by Shelley Moore. Upcoming sessions are scheduled for February 28th, March 19th and May 30th.
- **Provincial Special Education S.O. Teleconference:** B. Vallee will be participating in a provincial discussion group for Superintendents with the Special Education portfolio that will be hosted by the *Ontario Public Supervisory Officers Association*. This takes place on Wednesday, February 14th.
- **Questions:** Question came up about the eclipse and if we are changing the PD Day? BV responded that this has been a “hot topic” and many boards have changed the PD Day. At this time, there are no plans to change ours.

9. Next Meeting: March 19, 2024

10. Motion to adjourn: Moved by S. Kitts. Seconded by M. Tuomi.

Meeting adjourned at 1:00

B.1 Director's Report To The Board

Date: 2024 03 26

Subject: **TRUSTEE TRAVEL – 2024 OPSBA Education Labour Relations & Human Resources Symposium**

1.1.0 Background & Information

1.1.1 The 2024 OPSBA Education Labour Relations & Human Resources Symposium will be held at the Sheraton Centre Hotel in Toronto, ON, from April 25 to 26, 2024. The Board will approve up to 11 Trustees to attend the event.

1.2.0 Recommendation

1.2.1 It is recommended that approval be granted for up to 11 Trustees to attend the 2024 OPSBA Education Labour Relations & Human Resources Symposium being held at the Sheraton Centre Hotel in Toronto, ON, from April 25 to 26, 2024.

1.3.0 Proposed Resolution

1.3.1 That approval be granted for up to 11 Trustees to attend the 2024 OPSBA Education Labour Relations & Human Resources Symposium being held at the Sheraton Centre Hotel in Toronto, ON, from April 25 to 26, 2024.



B.2 DIRECTOR'S REPORT TO THE BOARD

DATE: 2024 03 26

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

2.1.0 Background

- 2.1.1 In accordance with Ontario Regulation 464/97, Board approval is required to appoint members and alternates to the Special Education Advisory committee (SEAC).
- 2.1.2 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.

2.2.0 Information

- 2.2.1 Sergio Iacoe has requested that he represent the interest of *Community Living Algoma* as an alternate member of the Special Education Advisory Committee and has submitted the required form attesting to his qualifications.
- 2.2.2 All organizations approved to be part of SEAC may name both a regular and an alternate member. *Community Living Algoma* has been a long-standing member organization on the Algoma District School Board SEAC and has requested the addition of an alternate member.

2.3.0 Recommendation

- 2.3.1 It is recommended that the Board approve the appointment of Sergio Iacoe to represent the interest of *Community Living Algoma* as an alternate member on the Algoma District School Board SEAC as described in the Director's Report to the Board of 2024 03 26.

2.4.0 Proposed Resolution

- 2.4.1 That the Board approve the appointment of Sergio Iacoe to represent the interest of *Community Living Algoma* as an alternate member on the Algoma District School Board SEAC as described in the Director's Report to the Board of 2024 03 26.



B.3 Director's Report To The Board

Date: 2024 03 26

Subject: **REVISION TO THE 2023-2024 CAPITAL PROJECT BORROWING RESOLUTION**

3.1.0 Background & Information

3.1.1 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 \$54,500,000 to meet the Boards obligations for payments related to Capital Projects, until the Ministry of Education flows Capital funding.

3.1.2 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 Banker's acceptance are fully reimbursed by the Ministry of Education for Capital Projects.

3.1.3 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.

3.1.4 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.

3.2.0 Recommendation

3.2.1 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 \$54,500,000 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.3 Director's Report To The Board**Date: 2024 03 26****Subject: REVISION TO THE 2023-2024 CAPITAL PROJECT BORROWING RESOLUTION****3.2.0 Recommendation (Continued)**

3.2.2 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.

3.3.0 Proposed Resolution

- 3.3.1 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 \$54,500,000 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.3 #1)
- 3.3.2 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 2023-2024

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 \$60 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 \$54,500,000 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 26th day of March, 2024

.....
Jennifer Sarlo, Board Chair

.....
Lucia Reece, Director of Education



B.4 DIRECTOR'S REPORT TO THE BOARD

DATE: 2024 03 26

SUBJECT: **JK-12 ORGANIZATION 2024-2025**

SECONDARY

4.1.0 Background

4.1.1 The following is the proposed 2024-2025 organization for program delivery for the Board's secondary schools.

4.2.0 Information

4.2.1 The proposed organization for secondary schools for 2024-2025 is developed in consultation with principals and is based on the following information:

- (a) the projected enrolment for each school
- (b) the number of option sheets received from each school
- (c) the course selection made by students
- (d) the overall GSN funding (Grants for Student Needs) as allocated by the Ministry of Education

4.2.2 The total projected enrolment for the regular secondary program for September 2024 is 3592 (head-count) with a staffing complement of 286.0 FTE teachers. This compares to the September 2023 proposed enrolment of 3536 (head-count) with a staffing complement of 277.8 FTE teachers. For September 2024, the projected increase from the September 2023 proposed enrolment is 56 secondary students. Increase in enrolment and changes in programming resulted in an increase of 8.2 FTE teachers.

The Board's Alternative Education Programs, including the Algoma Education Connection and North Shore Adolescent Program are projected to have an enrolment of 212 students (Headcount) in September 2024 with a staffing complement of 22.3 FTE teachers. There is no change from 2023-2024.

B.4 DIRECTOR'S REPORT TO THE BOARD

DATE: 2024 03 26

SUBJECT: JK-12 ORGANIZATION 2024-2025

ELEMENTARY

4.3.0 Background

4.3.1 The following elementary organization is proposed for the 2024-2025 school year and reflects changes in enrolment and Primary Class Size expectations.

4.4.0 Information

4.4.1 Organization of Grades JK to 8 (Compared to Proposed March 2023)
The proposed 2024-2025 organization for **Grades JK to 8** includes 293 classes or 293 FTE (full-time equivalent) teaching staff based on a projected JK-8 enrolment of 6755. The March 2023 Projections proposed 296 classes or 296 FTE (full-time equivalent) teaching staff for an enrolment of 6743 students which equates to an increase in enrolment of 12 students. The staffing complement proposed for organizing the JK-8 classes for September 2024 will result in a decrease of 3 classes or 3.0 FTE teaching staff from the March 2023 Projections.

Past trends indicate that Kindergarten enrolment fluctuates significantly, therefore, these numbers will need to be reviewed as necessary over the upcoming months and classes may be reorganized in September to reflect enrolment changes and primary class size requirements.

4.5.0 Recommendation

4.5.1 It is recommended that the proposed JK-12 organization for September 2024 be approved as contained in the Director's Report to the Board of 2024 03 26 subject to funding, the budgetary process and any significant changes in school enrolments requiring organizational changes.

4.6.0 Proposed Resolution

4.6.1 That the proposed JK-12 organization for September 2024 be approved as contained in the Director's Report to the Board of 2024 03 26 subject to funding, the budgetary process and any significant changes in school enrolments requiring organizational changes.



Algoma District School Board
Fiscal 2023-24 Q2 Report
For the 6 months ended February 2024

	Approved Budget (Annual)	Revised Estimates (Annual)	Q2 Actuals (Sept - Feb)	YTD Spend as % of Budget
Total Revenue	192,398,451	195,024,452	98,571,628	51.2%
Expenditures				
Classroom	111,824,965	113,930,652	57,617,216	51.5%
Non- Classroom	80,573,486	81,093,800	40,423,793	50.2%
Total Expenditures	192,398,451	195,024,452	98,041,008	51.0%