



**ALGOMA DISTRICT SCHOOL BOARD**

644 Albert Street East  
Sault Ste Marie, ON P6A 2K7  
Phone 705-945-7111  
[www.adsb.on.ca](http://www.adsb.on.ca)

**REGULAR BOARD MEETING AGENDA**

**Tuesday, February 24, 2026**

**EDUCATION CENTRE**

**Public Meeting Start 5:30 P.M.**

ITEM	TOPIC	LEAD
1.0	Call to order (Motion)	
	1. Land Acknowledgment: Read by Heather Whitley	
	2. Call to Order (Motion)	
	3. Approval of Agenda (Motion)	
	4. Conflict of Interest	
	5. Proud to be ADSB	
2.0	Consent Agenda (Motion)	
	1. Regular Board Meeting Minutes from 2026 01 13	
	2. SEAC Meeting Minutes from 2025 12 09	BV
	3. SEAC Meeting Minutes from 2026 01 13	BV
	4. Budget Development Process for 2026-2027	JSM
	5. Approval of Policies:	
	6.02 Child Abuse Reporting	JM
	6.19 Volunteer Driver Insurance	JSM
	6.22 Fees for Learning Materials and Activities	JSM
3.0	Senior Administration Reports/ Information/ Monitoring	
	1. Distribution of Policies:	
	6.44 School Council Policy	LR
	6.45 Parent Involvement Committee (PIC) Policy	
	2. New Student Trustees 2026-2027 (Motion)	JM
	3. 2026-2027 School Year Calendar (Motion)	JM
4.0	Board Reports	
	1. Director's Report	LR
	2. Chair's Report	EJ
	3. Student Trustees' Report	
	4. OPSBA Reports	EJ/JS
	5. Parent Involvement Committee Report	SM
5.0	Other Business	
	1. n/a	
6.0	Next Meeting Dates	
	Regular Board Meeting 2026 03 31	
7.0	Motion to Move into In-Camera Session	
	1. Motion to Adjourn In-Camera Session	
8.0	Motion to Adjourn Regular Board Meeting	

<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item # 1.2</b>
Prepared By:	Chair Johnston	
Strategic Priority:	n/a	
Purpose:	Information    Discussion <b>Motion</b>	
Topic/Issue:	Call to Order	



<b>Rationale</b>	
Call to order open session of the Regular Board Meeting of 2026 02 24.	
<b>Key Highlights</b>	
n/a	
<b>Anticipated Benefits</b>	
n/a	
<b>Insights / Learning</b>	
n/a	
<b>Considerations/Next Steps</b>	
n/a	
<b>Motion (if applicable)</b>	
Moved by:	Seconded by:
That the Board move into open session of the Regular Board Meeting of 2026 02 24 at _____pm.	
Motion was: <b>Carried</b> <b>Defeated</b>	Initials of Chair:                      Resolution #

<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item # 1.3</b>
Prepared By:	Chair Johnston	
Strategic Priority:	n/a	
Purpose:	Information    Discussion <b>Motion</b>	
Topic/Issue:	Approval of Agenda	



<b>Rationale</b>	
That the Agenda dated 2026 02 24 be approved as distributed.	
<b>Key Highlights</b>	
n/a	
<b>Anticipated Benefits</b>	
n/a	
<b>Insights / Learning</b>	
n/a	
<b>Considerations/Next Steps</b>	
n/a	
<b>Motion (if applicable)</b>	
Moved by:	Seconded by:
That the Board Members approve the Agenda of 2026 02 24 as distributed.	
Motion was: <b>Carried</b> <b>Defeated</b>	Initials of Chair:      Resolution #



## Algoma District School Board

644 Albert St. East  
 Sault Ste. Marie  
 ON P6A 2K7  
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 FAX: (705) 942-2540  
 www.adsb.on.ca

### TRUSTEE DECLARATION of CONFLICT of INTEREST (Submit this written statement to the Secretary of the Committee or Board)

<b>Trustee Name:</b>	
<b>Type of Meeting:</b>	<input type="checkbox"/> Regular Board Meeting <input type="checkbox"/> Other (Specify): _____
<b>Date of Meeting:</b>	
<b>Agenda Item:</b>	(could also be Report Title or Subject Matter)
<b>General Nature of the Conflict:</b>	(not applicable for an in camera or closed meeting)  <b>Indicate the kind of pecuniary interest involved (direct, indirect or deemed):</b> _____ _____ _____ _____  <b>Type of Relationship connected to the Trustee: (circle or specify)</b>  <div style="text-align: center;"> <b>Parent      Child      Spouse</b> </div> <input type="checkbox"/> Other: _____
<b>Date of meeting at which declaration is declared:</b>	(could be a "next" meeting if Trustee was absent from actual meeting)
<b>Note:</b> As per section 6 of the Municipal Conflict of Interest Act (MCIA), signed statements of declarations of conflict are recorded in the minutes of each meeting and shall be kept in the Board's registry.	

**Signature of Trustee:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item # 2.0</b>
Prepared By:	N/A	
Strategic Priority:	N/A	
Purpose:	Information    Discussion <b>Motion</b>	
Topic/Issue:	Consent Agenda	



<b>Rationale</b>	
<p>2.0 Consent Agenda for approval is as follows:</p> <ol style="list-style-type: none"> <li>1. Regular Board Meeting Minutes from 2026 01 13</li> <li>2. SEAC Meeting Minutes from 2025 12 09</li> <li>3. SEAC Meeting Minutes from 2026 01 13</li> <li>4. Budget Development Process for 2026-2027</li> <li>5. Approval of Policies: <ul style="list-style-type: none"> <li>6.02 Child Abuse Reporting</li> <li>6.19 Volunteer Driver Insurance</li> <li>6.22 Fees for Learning Materials and Activities</li> </ul> </li> </ol>	
<b>Key Highlights</b>	
n/a	
<b>Anticipated Benefits</b>	
n/a	
<b>Insights / Learning</b>	
n/a	
<b>Considerations/Next Steps</b>	
n/a	
<b>Motion (if applicable)</b>	
Moved by:	Seconded by:
That the Board members approve the Consent Agenda items for 2026 02 24.	
Motion was: <b>Carried</b> <b>Defeated</b>	Initials of Chair:      Resolution #



ITEM	TOPIC
<b>1.0</b>	<b>Call to order</b>
2026-001	The Regular Board Meeting was called to order by Chair Elaine Johston <b>Motion:</b> Vice Chair Bowman and Trustee Evans... that the board move into Open session for the Regular Board meeting of 2026 01 13 at 5:30 pm. CARRIED
	1.1 Land Acknowledgment read by Trustee Johnson
	1.2 Roll Call taken as attached by Recording Secretary Julia Perri
2026-002	1.3 Approval of Agenda <b>Motion:</b> Trustees Apostle/Evans...that the Board approve the agenda of 2026 01 13 as distributed. CARRIED
	1.4 Conflict of Interest – N/A
<b>2.0</b>	<b>Consent Agenda</b>
2026-003	<b>Motion:</b> Trustees Johnson/Apostle...that the Board approve the Consent Agenda items as follows for 2026 01 13: CARRIED
	2.1 Regular Board Meeting Minutes from 2025 11 25
	2.2 Organizational Meeting Minutes from 2025 12 09
	2.3 SEAC Meeting Minutes from 2025 11 04
	2.4 ADSB Quarterly Report – Q1
	2.5 Property and Liability Insurance Renewals for 2026 and OSBIE refund statement
<b>3.0</b>	<b>Senior Administration Reports/ Information/ Monitoring</b>
	The following reports and information items were shared...
2026-004	3.1 Completion and Receipt of the Director’s Annual Report <b>Motion:</b> Trustees Sarlo/Johnson...that the Board acknowledge completion of the Annual Report of the Director of Education for 2025, as required by the Ministry of Education, and subsequently its posting on the Board’s website. CARRIED
	3.2 Discussion of Policies:
	6.02 Child Abuse Reporting
	6.19 Volunteer Driver Insurance
	6.22 Fees for Learning Materials and Activities
	3.3 2024-2025 EQAO Results
	3.4 Committee Appointments for 2026
	3.5 2026-2027 School Year Calendar Consultation
	3.6 Kindergarten Registration for 2026



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**REGULAR BOARD MEETING Minutes**  
**Tuesday, January 13, 2026**

**4.0 Board Report heard and accepted reports from the following:**

- 4.1 Report of the Director - Reece
- 4.2 Report of the Chair - Johnston
- 4.3 Student Trustee Report – Inglis/Sauve
- 4.4 OPSBA Report – Johnston/Sarlo
- 4.5 Parent Involvement Committee Report – Cleary/Reece

**5.0 Other Business**

N/A

**6.0 Next Meeting Dates**

- 6.1 2026 02 10 Committee of the Whole Workshop

**7.0 Motion to Move into In Camera Session**

2026-005 **Motion:** Trustees Apostle/Evans...that the Board move into Regular Board Meeting of 2026 01 13, Closed Session, and that this portion be closed to public, at 6:53 pm.

CARRIED

**Adjournment of In-Camera Session**

2026-006 **Motion:** Trustees Evans/Apostle...that the Board move to adjourn In-Camera Session of the Regular Board Meeting of 2026 01 13 at 7:42 pm.

CARRIED

**8.0 Motion to Adjourn Regular Board Meeting**

2026-007 **Motion:** Trustees Sarlo/Evans...that the Board move to adjourn the Regular Board Meeting of 2026 01 13 at 7:42 pm.

CARRIED

CHAIR

SECRETARY



**ALGOMA DISTRICT**

**SCHOOL BOARD**

**REGULAR BOARD MEETING – OPEN SESSION**

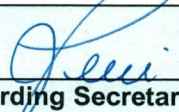
Date of Meeting: **Tuesday January 13, 2026**

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

Location: **EDUCATION CENTRE**

**ATTENDANCE**

<b>Name</b>	<b>Abs/Pres</b>	<b>Late Arrival</b>	<b>Early Departure</b>	<b>Comments</b>
<b>Trustees</b>				
Nick Apostle	Present			
Greg Bowman	Present			
Sheryl Evans	Present			
Sue Johnson	Present			
Elaine Johnston	Present			
Sara McCleary		Online		
Marie Murphy-Foran	Online			
Susan Myers	Present			
Jennifer Sarlo	Present			
Debbie Shamas	Online			
Heather Whitley	Present			
<b>Student Trustees</b>				
Liz Inglis	Present			
Tatyanna Sauve	Online			
<b>Admin. Council</b>				
L. Reece	Present			
J. Santa Maria	Present			
B. Vallee	Present			
J. Maurice	Present			
M. Bell	Present			
N. Turco	Present			
<b>Others</b>				
J. Perri	Present			
F. Walsh	Present			
<b>Media</b>				
Darrent Taylor – SooToday	Present			
Brian Kelly – Sault Star	Present			

  
 Recording Secretary or Designate



**ALGOMA DISTRICT**

**SCHOOL BOARD**

**REGULAR BOARD MEETING – CLOSED SESSION**

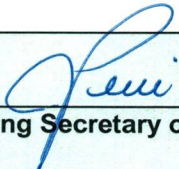
Date of Meeting: **Tuesday January 13, 2026**

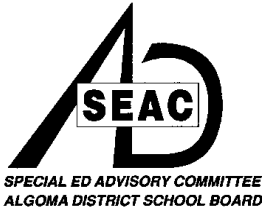
Time of Meeting: **6:53 p.m.**

Location: **EDUCATION CENTRE**

**ATTENDANCE**

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

  
 \_\_\_\_\_  
**Recording Secretary or Designate**



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

MINUTES OF MEETING  
December 9, 2025  
Sugar Maple Room  
12:00 Start Time

**Present:** V. Simon (Member-at- Large), P. Mick (Member-At-Large), M. Barbeau (Community Living Algoma), M. Tuomi (Autism Ontario), A. Gauthier (Thrive CDC), S. Kitts (North Shore Tribal Council)

**Trustees:** H. Whitley, S. Evans.

**Staff:** B. Vallee (Superintendent), Kristen Viita (System Administrator), K. Lappage (System Administrator)

**Regrets:** C. Snider (Algoma Family Services)

**Guests:** L. Vezeau (SLP), J Carlucci (CDA), M Caputo (CDA), J Nicholson (CDA)

Meeting called to order at 12:03. With Chair Mick attending virtually, Superintendent Vallee will facilitate the remainder of the hybrid meeting.

1. **Welcome** – Welcome to all SEAC members.

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

3. **Approval of Agenda and Minutes**

- Approval of Agenda. Moved by V. Simon. Seconded by M. Tuomi. All in favour.
- Approval of Minutes (November 4 ,2025). Moved by H. Whitley. Seconded by M. Tuomi. All in favour.

4. **Correspondence: DDSB SEAC to Minister of Education P. Calandra re: Timing of Release of Ed. Funding.** Letter commenting about the lateness of the release of information on Core Education Funding, including the Special Education Grant and encouraging the MOE to go back to releasing this information in March to allow boards appropriate time for budgeting.

- 5. Presentation/Discussion: Language Services (L. Vezeau, J. Carlucci, J. Nicholson, M Caputo)**
- Presentation provided an overview of how the Story Champs resource is used with tier two language intervention groups.
  - Story Champs is an evidence-based narrative language intervention program.
  - Multi-tiered program using icons, visuals and actions
  - The team included a video presentation demonstrating what the resource looks like in action.

**6. Member Organization Updates**

**North Shore Tribal Council (S. Kitts)**

- Dealing with behaviours, working closely with Secondary Liaison. Hired a 5<sup>th</sup> van driver.

**Thrive (Amanda Gauthier)**

- Kids Christmas party, Groups are running including an SLP drop-in offering 30 minute sessions. New position: Family Engagement will work with Family Advisory Committee with hopes of creating a resource for families.

**Community Living Algoma (Margaret Barbeau)**

- Education Meeting. *Promoting Together We Are Better* contest. Educational Resources around Inclusion. Transition planning for Sept 2026.

**Autism Ontario (Margaret Tuomi)**

- Youth Wellness Hub – Holiday party. Approximately 35 children. Included food, games and gingerbread houses. In new year, Autism Ontario along with other partners including Queens’s University will engage in a research project using PhotoVoice. Project will be in response to urgent gaps in Northern Ontario and Indigenous Communities. Target a very specific group of youth. Looking at a March start-up date. Some links to share with schools.

**Member-At-Large (Velma Simon)**

- Sault College – End of Semester 1. In January, a lot of applicant intake. Lots of interest. Keeping numbers a little low because of transitions within the College

**7. Report from the Board (Trustees)**

- ADSB Alliance Academy Update including expansion highlights – 165% enrollment, attendance has improved for some students. Approval of capital projects and financial statements Last Board meeting took place on October 28<sup>th</sup>

**8. Report from Administration (K. Viita, K. Lappage)**

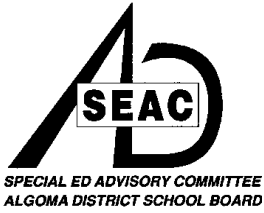
- **Council for Exceptional Children (CEC) Ontario Conference.** B. Vallee, K. Viita and K. Lappage, and Special Education Assignment Teachers attended the annual CEC Ontario Conference on Friday, December 5<sup>th</sup> and Saturday, December 6<sup>th</sup>. Conference Agenda featured a keynote address from G. Flett on the topic of “Belonging”. Attendees were also able to choose five separate workshops on a broad range of topics related to special education.

- **Professional Development Day:** Professional Development Day took place on Friday, November 7<sup>th</sup>. All staff participated in a virtual keynote address from Kevin Lamoureux on the topic of Trauma-Informed Schools: Supporting Reconciliation, Relationships and Belonging for All Students, followed by a session on Supporting Trauma-Informed Schools prepared by the Well-Being team. A variety of training sessions for specific staff were also provided on the PD Day. Public agendas for all PD Days are posted on the ADSB website (Professional Development under the “About Us” tab) two weeks in advance for any SEAC members that would like to review the work taking place on any PD Day.
- **Resource Teacher Professional Learning:** Our Resource Teachers (including Special Education Resource Teachers, Specialized Programming Teachers, and Learning Support Teachers) participated in half-day learning sessions on November 12<sup>th</sup> and 13<sup>th</sup>. Topics included a presentation on Needs-Based Programming: Strategies, Supports and Resources, by B. Vallee, an overview of Specialized Secondary School programs by M. Morin-Strom (SHCVS SERT), a presentation on Course Selection for Grade 8s focused on locally developed courses, as well as general operational updates.
- **OCASE Virtual Symposium:** K. Viita had the opportunity to attend the fall virtual symposium for the Ontario Council of Administrators of Special Education (which is a subdivision of the Council for Exceptional Children) on November 20<sup>th</sup>. Topics included a Ministry update on Special Education in Ontario, a “Legal Corner” focused on issues related to special education legislation and regulation, and a presentation from School Mental Health Ontario on their new course for Special Education Resource Teachers.
- **Collaboration with Lakehead DSB:** B. Vallee and K. Viita participated in a virtual discussion with Superintendent and System Administrator from Lakehead DSB (Thunder Bay Area) on topics included special education programs and classrooms, staffing, and funding. It was a great opportunity to share information about different approaches and strategies that are underway in both boards.

**9. Next Meeting:** January 6<sup>th</sup> 2026 meeting has been bumped to January 13<sup>th</sup>, 2026.

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

**Meeting adjourned at 12:56 p.m.**



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

**MINUTES OF MEETING  
January 13, 2026  
Sugar Maple Room  
12:00 Start Time**

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

**Trustees:** H. Whitley, S. Evans

**Staff:** B. Vallee (Superintendent), Kristen Viita (System Administrator), K. Lappage (System Administrator)

**Regrets:** V. Simon (Member-at- Large),

**Guests:** Lori Lambert (Early Years Resource Facilitator)

Meeting called to order at 12:03. With Chair Mick attending virtually, Superintendent Vallee will facilitate the remainder of the hybrid meeting.

1. **Welcome** – Welcome to all SEAC members.
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. Barbeau. All in favour.
  - Approval of Minutes (November 4 ,2025). Moved by H. Whitley. Seconded by M. Tuomi. All in favour.
4. **Correspondence:** No correspondence received this month.
5. **Presentation/Discussion: Transitions to School (L. Lambert)**
  - Lori Lambert reviewed the *Transitions to School* process that is in place for students with special needs beginning Kindergarten in the fall. The *Transitions to School* process is designed to ensure a positive transition to school experience for children identified as having additional needs.

- This is a year-long process, with many “phases” that occur between October of the current school year to October/November of the following school year. Approximately 75 incoming kindergarten students are part of our formal process each year.
- During the fall months, community partners (e.g. service providers, daycare) provide the ADSB with referrals for students receiving services that may need additional support with the transition to school.
- Initial meetings take place in January/February with ADSB staff, community partners, and the parent/guardian/caregiver – often the child is in attendance as well - to share information and develop a profile of the child.
- Follow-up meetings occur in late April and May at the school the child will be attending. The school-based team, ADSB system staff, community partners, parents/guardians/caregivers discuss the original profile, note any updates since the initial meeting, and develop a school-based plan for the student’s transition. Often the child will attend as well, which is a great opportunity for them to visit the school and for school staff to meet them.
- Transition activities, which may include our summer transition program, occur during the spring and late summer. This may include visits to school or classroom, visual books to familiarize students with school-based personnel and a finalized student profile. L. Lambert shared samples of the sort of information that would be part of the profile. Several of our summer transition focus on incoming kindergarten students with high needs that benefit from programming to introduce some of the rules and routines that they will encounter in the fall.
- During late September and October, “follow-up” meetings take place for students that are part of the Transitions program. These meetings are intended to discuss the transition process, the student’s progress, and next steps for providing programming and services throughout the remainder of the school year.
- The process concludes in October/November with meetings between school board and community partners to review processes with the aim towards helping to improve and streamline the process for the upcoming year.

## **6. Member Organization Updates**

### **North Shore Tribal Council (S. Kitts)**

- The Garden River Education unit has hired an additional driver to help support transportation
- Process is underway to hire 3 additional ASWs
- Covering for absence of a staff member.

### **Thrive (Amanda Gauthier)**

- Have added some new positions filled by students from Algoma University
- Several winter programs continue to run.

### **Community Living Algoma (Margaret Barbeau)**

- Feb is Inclusive Education Month. Information about the *Together We're Better Contest* is now available
- Applications are now being taken for the *Summer Employment Program*. Students with a developmental disability or autism may apply for the program; also taking applications for Job Coaches (secondary or post-secondary) that will work with these students. Applications will be accepted until February 20<sup>th</sup>.

### **Algoma Family Services (C. Snider)**

- AFS has added a few new staff positions including an Elder and an Indigenous Outreach Worker, Outreach Worker for unhoused youth focused on housing and system referrals and Outreach Work Education/Work experience.
- Virtual hub is moving along with a full-time counsellor and part-time counsellor.

### **Autism Ontario (Margaret Tuomi)**

- Autism Ontario is taking applications for the March break reimbursement fund. Parents can apply and will be chosen by lottery due to need.
- AFS, Autism Ontario and Queen's University are beginning a special Photovoice project in March. Camera is used to document the lives, opportunities and so on of the participants in the project. More details to follow.

## **7. Report from the Board (Trustees)**

- Following the Organizational Meeting in December, ADSB has a new Chair and Vice Chair. Elaine Johnston will be serving as the Chair with Greg Bowman acting as Vice Chair. Special Recognition to Jennifer Sarlo for 14 years as Chair of the Algoma DSB.

## **8. Report from Administration (K. Viita, K. Lappage)**

- **Retirements:** Superintendent Blythe Servant (School Operations & Early Years) and Frank Palumbo (Human Resources) have retired. Welcome to Nic Turco as Acting Assistant Superintendent of Human Resources. Superintendent Joe Maurice will be adding staffing to his portfolio and Superintendent Brent Vallee is adding Early Years. We have also put two System Administrators in place to help distribute workload for the remainder of the year – James Kerr and Joey Turco
- **Kindergarten Registration/Transitions:** Now that 2026 has arrived, Kindergarten registration has begun.! On-line registration is encouraged and currently available through the ADSB website. For those unable to register online, we encourage you to contact your local public school or reach out to 705-945-7235 for more information. Registration is on-going but we encourage families to register as soon as possible! Getting ready for the upcoming school year is a long process and early registration helps us be prepared for our incoming students. Families will receive a follow-up call from the school principal to welcome them to the school community. Students that are registered will receive information about Kindergarten Orientation activities that take place during the spring

months. January also marks the beginning of our formal Transitions process for students with special needs that begin Kindergarten in 2026

- **2026-2027 School Year Calendar Consultation:** Public Consultation process is underway for the 2026-2027 school year calendar. As part of the consultation process with the other three coterminous Boards, ADSB is looking for feedback on the first and last day of classes for students:
  - Option 1 – Students begin classes on Tuesday, September 8 (after Labour Day) and finish classes on Wednesday, June 30.
  - Option 2 – Students begin classes on Thursday, September 3 (before Labour Day) and finish classes on Monday, June 28.

Please use the [2026-2027 School Year Calendar Consultation Link](#) to provide electronic input by **Friday, January 23, 2026**.

- **Professional Development Day:** There is a Professional Development Day scheduled for January 30<sup>th</sup>. Public agendas for all PD Days are posted on the ADSB website (Professional Development under the “About Us” tab) two weeks in advance if any SEAC members that would like to review the work taking place on any PD Day.
- **OCASE Virtual Symposium:** OCASE has another virtual symposium for members planned for Thursday, January 22<sup>nd</sup>. The focus will be a presentation from the director of the Ontario Disability Employment Network (ODEN) who will talk about Inclusion and Employment Pathways.
- **Promotion of Special Education Team Member:** Congratulations to Colleen Esposti on her promotion to vice-principal at Isabel Fletcher Public School. Colleen has been part of the special education team for the past four years as a Special Education Special Assignment Teacher role. While we are going to miss her, we wish her all the best in her new position. The SEAT position has been posted and we are hopeful that it will be filled shortly.

**9. Next Meeting:** February 10<sup>th</sup>, 2026

**10. Motion to adjourn:** Moved by S. Kitts. Seconded by C. Snider.

**Meeting adjourned at 1:01 p.m.**



<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item # 2.4</b>
Prepared By:	Associate Director Santa Maria	
Strategic Priority:	All Priorities	
Purpose:	Information Discussion <b>Motion</b>	
Topic/Issue:	2026-2027 Budget Development Process	

<b>Rationale</b>	
<p>As per section 169.1 of the Education Act, the Board has a responsibility to ensure effective stewardship of the Board’s resources. As such, our budget development process requires review by all levels of supervision to ensure support and agreement.</p> <p>Please see attachment 2.4 #1 for the detailed 2026-2027 Budget Development Process.</p>	
<b>Key Highlights</b>	
<ul style="list-style-type: none"> <li>• Board staff is awaiting the Core Education Funding details and related software tools from the Ministry of Education.</li> <li>• Grants and revenues depend heavily on Core Education Funding. In addition, the Board also receives First Nation tuition fees, community use fees/funding, education taxes from municipalities and unorganized areas, special project funding, etc.</li> <li>• Core Education Funding recognizes enveloping requirements for special education, facility renewal and school condition improvement.</li> <li>• Administrative Council reviews the summary of all budget submissions on an ongoing basis, as updates occur.</li> </ul>	
<b>Anticipated Benefits</b>	
<ul style="list-style-type: none"> <li>• A balanced budget as required by the Ministry of Education.</li> <li>• Allocating resources to the Strategic Priorities of the Board.</li> </ul>	
<b>Insights / Learning</b>	
<ul style="list-style-type: none"> <li>• As agreed by Trustees, it is important for all Trustees to understand the Budget process and its related impacts as part of good governance.</li> </ul>	
<b>Considerations/Next Steps</b>	
<ul style="list-style-type: none"> <li>• The Operations &amp; Budget Committee will provide updates to the Board on an ongoing basis for Trustee feedback.</li> <li>• The Operations &amp; Budget Committee will submit the final budget to the Board of Trustees for approval with their recommendations and comments.</li> </ul>	
<b>Motion (if applicable)</b>	
<b>Moved by:</b>	<b>Seconded by:</b>
That the board approve the 2026-2027 Budget Development Process.	
Motion was: <b>Carried</b>	<b>Defeated</b>
Initials of Chair:	Resolution #

**ALGOMA DISTRICT SCHOOL BOARD  
Budget Development Process  
2026-2027 Budget**

**March to June 2026 steps in process:**

Our budget review process requires reviews by supervisors of subordinates' submissions to ensure support and agreement. Administrative Council would review the organization summary of all budget submissions and deal, as appropriate, with the submissions provided by various departments with the view that a balanced budget is required by the Ministry.

In the 2025-2026 budget, approved by trustees on 2025 06 24, expenditures totalling \$206,992,779 were approved in conjunction with offsetting grants, revenues or transfers from accumulated surplus. The Board has commenced its budget process for 2026-2027. We are waiting for the Core Education Funding detail and related software tools from the Ministry of Education.

With a budget of \$207 million the process for budget preparation and the number of variables/assumptions is complex. We have taken this opportunity, before financial figures are available, to update the trustees on the budget preparation process as described below:

- 1) Review draft budget figures. Admin Council will review the budget at each update in order to recommend alternatives in balancing the budget for Operations & Budget Committee consideration. Run draft budget figures which recognize:
  - a) 2025-2026 level of programs and services
  - b) 2025-2026 version of the Core Education Funding
  - c) 2026-2027 Projected enrolment
  - d) Known cost increases
  - e) Ensure that departments look at possible areas of efficiencies to reduce costs or eliminate duplication of budgeted items
- 2) Send out Budget documentation to each responsibility area in order to:
  - a) Update expenditure budgets
  - b) Input the budgeted expenditures from each area into the budget package to establish a first pass at the budget
  - c) Analyze any new or discontinued initiatives
  - d) Analyze any increases or decreases
- 3) The Operations & Budget Committee will provide updates to the Board on an ongoing basis for Trustee feedback.

**ALGOMA DISTRICT SCHOOL BOARD**  
**Budget Development Process**  
**2026-2027 Budget**

**March to June 2026 steps in process (Cont'd):**

- 4) Staffing for elementary and secondary programs will be finalized in April by Board resolution:
  - a) Elementary teacher staffing per elementary organization (subject to Ministry Framework Agreement) submitted at this Board meeting which has a caveat that final approval is dependent on budget.
  - b) Secondary teacher staffing per secondary organization (subject to Ministry Framework Agreement) submitted at this Board meeting which has a caveat that final approval is dependent on budget.
  - c) Education Assistant and SERT staffing per recommendations from Special Education Department.
  - d) Secretarial staffing per algorithms tied to the funding formula and input from Administrative Council.
  - e) Noon hour assistant staffing based on funding and physical school configuration.
  - f) Maintenance staffing per Plant Department and input from Administrative Council.
  - g) Custodial staff per parameters in 'cleaning model' and Plant Department input.
  
- 5) Build staffing and bargaining unit contractual agreements into the budgeted expenditures, wage rates per Board bargaining unit contractual agreements and/or past Board resolutions.
  
- 6) Recognize in budgets the following:
  - a) Finance, Human Resource, Plant and Information Technology staffing per the relevant manager.
  - b) School budgets for supplies, materials, etc. are based on formulas tied to student numbers and location.
  - c) Energy consumption based on historical usage or revised if new equipment is present for savings.
  - d) Energy inflationary rates based on input from Plant Department, Finance Department and consortium feedback.
  - e) Benefit rates per Ministry of Education funding through established Provincial Trusts.
  - f) Administrative and maintenance supplies, professional fees in each area, retirement gratuities are based on historical figures with adjustment for expectations in the budget year.
  - g) Transportation cost-based agreements with providers. Adjustments based on enrolment figures and any approved route changes as managed by the Consortium.
  - h) Special project costs based on parameters in individual funding agreements i.e. Partnership and Priority Funds (PPF's).

**ALGOMA DISTRICT SCHOOL BOARD**  
**Budget Development Process**  
**2026-2027 Budget**

**March to June 2026 steps in process (Cont'd):**

- 6)
  - i) Insurance cost per OSBIE premium notices and projections by Associate Director of Corporate Services & Operations.
  - j) Lease expenditures per agreements (i.e. computers)
  - k) Staff retirement numbers projected in consultation with respective areas
  - l) Any other items that arise not mentioned above
- 7) Perform cost analysis on different areas as requested or identified with significant change from expectations.
- 8) The grants and revenues depend heavily on the Core Education Funding as provided by the Ministry of Education in detail. In addition, the Board receives First Nations tuition fees, community use fees/funding, special project funding, miscellaneous revenue, etc.
- 9) Receive from the Ministry of Education usually in April, the Core Education Funding Regulations and web-based software package in order to perform revenue calculations.
- 10) The Core Education Funding recognizes enveloping requirements around special education, facility renewal and school condition improvement funding. Accountability and transparency provisions are also tied to overall funding increases and various special purpose grants.
- 11) Re-run the budget expenditures and analyze the revised draft budget figures. Discuss alternatives available to balance the budget with Administrative Council.
- 12) Review budget with the Operations & Budget Committee in preparation for Board presentation keeping in mind a standardized reporting structure.
- 13) Run different scenarios and include any updates to retirement information previously estimated.
- 14) Receive input/direction from the whole Board.
- 15) Operations & Budget Committee reviews final recommendations from Administrative Council to balance the budget.
- 16) Operations & Budget Committee brings forth the proposed Budget to the Board for discussion, review and further direction.
- 17) Receive approval from the Board on the proposed budget.
- 18) Original estimated budget submitted to the Ministry of Education according to usual deadline of June 30<sup>th</sup>.
- 19) The Board of Trustees will pass or reject the budget resolution included in a Director's Report to the Board.

**Section 6A: Safe and Inclusive Schools****Policy 6.02: Child Abuse (Maltreatment) Prevention and Reporting Policy****Supporting Policies:**

[4.07 Employee Ethics](#)

**Supporting Procedures:**

[Anti-Human Trafficking Procedure \(formerly Anti-Sex Trafficking Protocol\)](#)

**Supporting Protocols and Guidelines:**

[Child Abuse Protocol Between Children's Aid Society of Algoma and Algoma District School Board](#)

**Supporting Templates and Forms:**

[School Report to the Children's Aid Society \(CAS\) Form](#)

**Other Resources:**

Child, Youth and Family Services Act  
Child and Family Services Act

[Erin's Law \(Child Sexual Abuse Prevention and Reporting\), 2024](#)

[PPM 166 - Keeping Students Safe: Policy Framework for School Board Anti-Sex Trafficking Protocols](#)

[ADSB Anti-Human Trafficking Guide](#)

*Approved by Board Resolution #154-1998 06 23*

*Approved by Board Resolution #111-2014 06 17*

*Approved by Board Resolution #060-2023 05 30*

*Approved by Board Resolution #*

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## 1 Background:

For personal safety, it is important for all students to be educated annually, in a developmentally appropriate manner about child sexual abuse prevention and reporting, and that staff, parents, and guardians are informed and supported in recognizing and responding to child sexual abuse. This policy is established in accordance with Section 170.0.1 of the Education Act, as amended by Erin's Law (S.O. 2024, c. 33).

The Child, Youth, and Family Services Act contains provisions for reporting a child who is or may be in need of protection. If any person – including a person who performs professional or official duties with respect to children – has reasonable grounds to suspect that a child is or may be in need of protection, the act requires that the person report their suspicions 'immediately' to a children's aid society to provide the information on which the suspicions are based.

Reasonable grounds may include, but are not limited to, any manner of physical, psychological, social - emotional or sexual maltreatment of a child whereby the survival, safety, self-esteem, or growth and development of the child is endangered. This includes the risk that:

- The child has suffered or there is a substantial risk that the child will suffer physical harm
- The child has been or there is a substantial risk that the child will be sexually molested or sexually assaulted
- The child has suffered or there is a substantial risk that the child is likely to suffer emotional harm.

## 2 Policy Statement:

All Algoma District School Board staff who, in the course of performing their professional or official duties, suspect that a child is or may be in need of protection, must report this information without delay as per established reporting protocols. Staff must report directly and not rely on or delegate anyone else to report on their behalf.

Similarly, the Algoma District School Board recognizes that the duty to report applies although the information reported would normally be considered confidential or privileged, and no action for making the report shall be instituted against a person who acts in accordance with these requirements unless the person acts maliciously or without reasonable grounds for the belief or suspicion.

The duty to report continues to be an ongoing obligation. If a person has made a report to a child protection agency and has additional reasonable grounds to suspect that the child is or may be in need of protection, that person must make a further report.

## 3 Reporting: Procedures

All Algoma District School Board employees dealing with suspected cases of child maltreatment are directed to the appropriate procedures that have been developed in accordance with this policy. These procedures are contained in the Child Abuse Protocol Between Children's Aid Society and Algoma District School Board.

## 4 Prevention – Educating Staff, Students and Parents/Guardians:

### 4.1 Student Education

All students shall receive annually, age-appropriate instruction on child sex abuse prevention and reporting including:

- Recognizing signs of child sexual abuse.
- How and where to report abuse to a trusted adult.

### 4.2 Parent and Guardian Engagement

The board shall provide accessible information to all parents/guardians, regarding child sexual abuse prevention and reporting, including information on available counselling and resources for children who are sexually abused.

### 4.3 Staff Training

All school-based staff shall receive annual training on:

- Recognizing and responding to signs of child sexual abuse.
- Legal obligations under the Child, Youth and Family Services Act (e.g., duty to report).
- Available counselling and resource supports and referral pathways for students.

Section 6B: Operations - Workplace

Policy 6.19: Volunteer Driver Insurance

**Supporting Policies:**

**Supporting Procedures:**

**Supporting Protocols and Guidelines:**

**Supporting Templates and Forms:**

[Use of Privately Owned Vehicle Driver/Vehicle Information](#)

**Other Resources:**

*Approved by Board Resolution #154-1998 06 23  
Amended by Board Resolution #106-2009 06 16  
Reviewed by Resolution #020-2015 01 27  
Amended by Board Resolution #009-2021 01 19*

~~The Board provides~~ Liability insurance coverage is provided for persons or groups acting on the Board's behalf for Board related/approved activities. The limits of liability are reviewed regularly and adjusted as required.

The Board's Non-Owned Auto Insurance policy has been endorsed to provide indemnification to a trustee, officer, employee or volunteer trip driver who is called upon by the Board to use a motor vehicle within the scope of their employment (including?), to transport pupils to and from Board approved activities.

Under the Insurance Act of Ontario, an individual owner's automobile insurance policy is always the primary insurance and must therefore respond in the first instance to any claim arising from the use of such motor vehicle.

The Board's policy will not respond to a claim where there is no primary limit of insurance. Vehicle owners are responsible for their own insurance and must ensure that their insurance does not terminate or expire.

Section 6B: Operations - Workplace

Policy 6.22: Fees for Learning Materials and Activities Policy

**Supporting Policies:**

[6.36 Equity and Inclusive Education](#)

**Supporting Procedures:**

[Fees for Learning Materials and Activities Procedure](#)

**Supporting Protocols and Guidelines:**

**Supporting Templates and Forms:**

**Other Resources:**

Education Act  
Municipal Freedom of Information and Protection of Privacy Act  
Ministry of Education Guidelines for Fees for Learning Materials and Activities  
Ministry School Generated Funds Procedures

Approved by Board Resolution # 249-2012 05 22  
Revised by Board Resolution # 046-2020 05 26

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**1 Policy Statement:**

~~The Algoma District School Board (ADSB) believes that all~~All students, who are qualified resident pupils, have the right to attend a school in our district ~~where the student is a qualified resident pupil~~, without the payment of a fee, for the Ministry of Education funded core curriculum, ~~which is funded by the Ministry of Education~~. It is understood that each student shall benefit and have equal access to programs and resources in their regular day school.

~~ADSB~~Sschools may choose to offer course enhancements (i.e. field trips) and supplementary learning materials beyond the core curriculum. In these cases, fees may be collected and charged by the school. While no student is to be excluded from participating in any school activity or event based on the ability to pay, some activities or events may require some recovery of the cost for participation.

It is also understood that schools may potentially charge activity fees (i.e. dances, school clubs, athletics and student council activities). In situations where fees may be charged to students, the school administration shall make every effort to assist students with limited financial means in a confidential manner. Where fees are collected, all funds received will be accounted for through ADSB-relevant policies and procedures. These fees are collected to complement and not replace public education funding.

<b>REPORT TO THE BOARD of 2026 02 24</b>	<b>Item # 3.0</b>
Topic/Issue:	<b>Senior Administration Reports/Information/Monitoring</b>



<ol style="list-style-type: none"> <li>1. Distribution of Policies: <ul style="list-style-type: none"> <li>6.44 School Council Policy</li> <li>6.45 Parent Involvement Committee (PIC) Policy</li> </ul> </li>   <li>2. New Student Trustees 2026-2027 (Motion)</li>   <li>3. 2026-2027 School Year Calendar (Motion)</li> </ol>



**Section 6B: Operations - Workplace**

**Policy 6.44: School Council Policy**

**Supporting Policies:**

**Supporting Procedures:**

**Supporting Protocols and Guidelines:**

**Supporting Templates and Forms:**

**Other Resources:**

*Approved by Board Resolution #92-2001 06 12  
 Amended by Board Resolution #143-2010 11 09  
 Reviewed by Board Resolution #045-2015 02 24  
 Reviewed by Board Resolution #020-2021 02 23*

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**1 Policy Statement**

It is the policy of the Algoma District School Board that each school shall establish and maintain a school council to act in an advisory capacity to both the school principal and to the Board. The council shall work in a collaborative manner to promote continued excellence in education with consideration of the interests and rights of all.

School councils shall operate within the Education Act, regulations and all other relevant legislation. The school councils shall also operate within the policies, guidelines and procedures of the Algoma District School Board.

A Parent Involvement Committee (PIC) shall be established to support, encourage, and enhance parent engagement at the Board level.

**2 Rationale**

The Algoma District School Board believes that successful education begins with active and positive participation of school, home and community. Local school partnerships, represented as school councils, promote and encourage academic excellence and a supportive and socially responsible learning environment in their school community.

**3 Definitions**

**3.1 “Meeting”**

Does not include a training session or other event where a school council does not discuss or decide matters that it has authority to decide;

**3.2 “Parent”**

Includes a person who has lawful custody of a child if other than the parent of the child

### **3.3 “Parent Member”**

means a member of a school council who is elected or acclaimed to the council in accordance with [section 4.3](#) of this policy and Regulation 612 of the Education Act.

## **4 Procedures**

### **4.1 Purpose of School Councils**

The purpose of school councils is, through active participation, to improve student achievement and to enhance the accountability of the education system to parents.

A school council’s primary means of achieving its purpose is by making recommendations in accordance with applicable legislation, regulations, policies and procedures, to the principal of the school and the Board that established the council.

A school council shall consult with parents of pupils enrolled in the school about matters under consideration by the council.

### **4.2 Composition of School Councils**

A school council for a school shall be composed of the following people:

1. The principal of the school
2. One teacher who is employed at the school, who is not the principal or vice-principal.
3. One person who is employed at the school, other than the principal, vice-principal or any other teacher.
4. In the case of secondary schools, one pupil enrolled in the school and appointed by the student council.
5. In the case of a school for adults, there is no pupil representative. Adult students are the parent members.
6. In the case of elementary schools, one pupil enrolled in the school may be appointed by the principal of the school, if the principal determines, after consulting the other members of the school council, that the council should include a pupil.
7. One community representative, (or more as per bylaw), appointed by the other members of the council.
8. One person appointed by an association that is a member of the Ontario Federation of Home and School Associations, if the association is established in respect of the school.
9. Parent members such that they constitute a majority of the members of the school council.
10. It is recommended that the total number of members of a school council not exceed 15.
11. Total of elected parent members must be greater than the total of all other members.

### **4.3 Eligibility for a School Council**

1. Parent members must be the parent of a pupil who is enrolled in the school, as defined above.

2. Parent members must not be employed at the school. A parent, employed by the Algoma District School Board, other than at the school which established the council, may qualify if s/he takes reasonable steps to inform people qualified to vote in the election of parent members of his/her employment with the Algoma District School Board.
3. A trustee of the Algoma District School Board cannot be a member of a school council for this Board.

#### **4.4 Elections of Parent Members**

1. The election of parent members of a school council shall be held during the first 30 calendar days of each school year, on a date that is fixed by the chair or co-chairs of the school council after consulting with the principal of the school. If there is no chair, the principal, in consultation with senior administration, shall select an election date within these same thirty days.
2. If a new school is established, the first election of parent members to the school council shall be held during the first 30 days of the school year, on a date that is fixed by the Algoma District School Board.
3. The principal of a school shall, at least 14 days before the date of the election of parent members, on behalf of the school council, give written notice of the date, time and location of the election to every parent of a pupil who, on the date the notice is given, is enrolled in the school. The written notice shall be given to the parent's child for delivery to his or her parent and posted in the school in a location that is accessible to parents.
4. The election shall be by secret ballot.

#### **4.5 Election School Employee Members**

1. Teachers of the school, other than the principal or vice-principal may vote for the teacher member of the school council.
2. Only non-teacher school employees may vote for the school council member who represents this group.

#### **4.6 Non-Elected Members**

1. Community member(s) and the Home and School representative (if applicable) are appointed by school council resolution.
2. An Elementary pupil (optional member) is appointed by the Principal.
3. A Secondary pupil is appointed by the Student Council. If the school does not have a Student Council, the pupil is elected by the student body.

#### **4.7 Term of Office**

1. A person elected or appointed as a member of a school council holds office commencing from the later of:
  2. the date of the first meeting of the school council after the elections; and
  3. the date he or she is elected or appointed until the date of the first meeting of the school council following the elections of the next school year.

#### **4.8 Vacancies**

1. A vacancy in the membership of a school council shall be filled by election or appointment in accordance with the by-laws of the council and this policy.
2. If an election is held to fill a vacancy in the membership of a school council, notification, posting and secret ballot shall apply as with other elections.
3. A vacancy in the membership of a school council does not prevent the council from exercising its authority but a meeting cannot be held if a majority of the members of the council present are not parent members.

#### **4.9 Officers**

1. A school council shall have a chair, or if the by-laws of the council so provide, co-chairs.
2. A chair or co-chair of a school council must be an elected parent member of the council, and shall be elected by the members of the council.
3. A person who is employed by the Algoma District School Board cannot be the chair or co-chair of the council.
4. A school council may have such other officers as are provided for in the by-laws of the council.
5. Subject to eligibility and required composition of a school council, vacancies in the office of chair, co-chair or any other officer of a school council shall be filled in accordance with the by-laws of the council.

#### **4.10 Ministry of Education Powers**

1. The Ministry may, for the purpose of consulting and communicating directly with members of school councils, collect the names, mailing addresses, telephone numbers and e-mail addresses of the chair or co-chairs of a school council and of the other members of the council. This information shall be provided by the members of school council to the school principal and shall be sent by the principal of the school to the appropriate senior administrator immediately following the election at the beginning of the school year or upon any change in this information.
2. The Ministry may disclose information collected under subsection (1) to the Ontario Parent Council, which may use the information for the purpose of consulting and communicating directly with members of school councils.

#### **4.11 Meetings**

1. A school council shall meet at least four times during the school year.
2. A school council shall meet within the first thirty-five calendar days of the school year, after the elections held each year, on a date fixed by the principal of the school.
3. A meeting of a school council cannot be held unless,
  - a. a majority of the current members of the council are present at the meeting; and
  - b. a majority of the members of the council who are present at the meeting are parent members.

4. The principal of a school shall, on behalf of the school council, give written notice of the dates, times and locations of the meetings of the council to every parent of a pupil who, on the date the notice is given, is enrolled in the school. The notice may be given by giving the notice to the parent's child for delivery to his or her parent and posting the notice in the school in a location that is accessible to parents.
5. All meetings of a school council shall be open to the public.
6. A school council is entitled to hold its meetings at the school.
7. All meetings of a school council shall be held at a location that is accessible to the public.

#### **4.12 Committees**

1. A school council may, in accordance with its by-laws, establish committees to make recommendations to the council.
2. Every committee of a school council must include at least one elected parent member of the council.
3. A committee of a school council may include persons who are not members of the council.
4. All committee meetings shall be open to the public in a location that is accessible to the public, and notice of committee meetings must be given in accordance with all regular council meetings.

#### **4.13 Voting**

1. Each member of a school council is entitled to one vote in votes taken by the council.
2. Each member of a committee of a school council is entitled to one vote in votes taken by the committee.
3. The principal of the school is not entitled to vote in votes taken by the school council or by a committee of the school council.

#### **4.14 By-laws**

1. A school council may make by-laws governing the conduct of its affairs. These by-laws may not contravene any Ministry legislation or Board policy, procedures, guidelines, or any other legislation.
2. Every school council shall make the following by-laws:
3. A by-law that governs election procedures and the filling of vacancies in the membership of the school council.
4. A by-law that establishes rules respecting participation in school council proceedings in cases of conflict of interest.
5. A by-law that, in accordance with any applicable policies established by the Algoma District School Board, establishes a conflict resolution process for internal school council disputes.
6. A school council may make by-laws which govern the election of officers and the establishment and terms of reference for committees.

7. The Board shall provide assistance in the development of by-laws.

#### **4.15 Minutes and Financial Records**

1. A school council shall keep minutes of all of its meetings and records of all of its financial transactions.
2. The minutes and records shall be available at the school for examination without charge by any person for a period of four years.
3. Minutes and records must be kept for four years, after which point they may be destroyed.

#### **4.16 Incorporation**

A school council shall not be incorporated.

#### **4.17 Role of the Principal**

1. The principal of a school may delegate any of his or her powers or duties as a member of the school council, including any powers or duties under this Regulation, to a vice-principal of the school.
2. The principal of a school shall provide for the prompt distribution to each member of the school council of any materials received by the principal from the Ministry that are identified by the Ministry as being for distribution to the members of school councils.
3. The principal shall post any materials distributed to members of the school council in the school in a location that is accessible to parents.
4. The principal of a school shall act as a resource person to the school council and shall assist the council in obtaining information relevant to the functions of the council, including information relating to relevant legislation, regulations and policies.
5. The principal of a school shall perform the duties relating to school councils that are imposed on the principal by Regulation 298 of the Revised Regulations of Ontario.
6. The principal shall assist the school council in communicating with the parents and community with respect to official school council business. This may include placing, in school newsletters, notices of meetings and other information which is relevant and appropriate to the mandate of a school council.
7. The principal of a school shall consider each recommendation made to the principal by the school council and shall advise the council of the action taken in response to the recommendation.
8. The principal shall solicit the views of the school council with respect to the following matters:
  - a. The establishment or amendment of school policies and guidelines and the development of implementation plans for new education initiatives that relate to pupil achievement or to the accountability of the education system to parents, including,
    - i. a local code of conduct established under the Safe Schools Act governing the behaviour of all persons in the school, and

- ii. school policies or guidelines related to policies and guidelines established by the Algoma District School Board under the Safe Schools Act respecting appropriate dress for pupils in schools within the board's jurisdiction.
- b. School action plans for improvement, based on the Education Quality and Accountability Office's reports on the results of tests of pupils, and the communication of those plans to the public.

#### **4.18 Consultation and Communication**

1. In addition to its other obligations to solicit the views of school councils under the Act and regulations, the Algoma District School Board may solicit the views of the school councils established by the board with respect to the following matters:
  - a. The establishment or amendment of board policies and guidelines that relate to pupil achievement or to the accountability of the education system to parents, including,
    - i. the conduct of persons in schools within the Algoma District School Board's jurisdiction.
    - ii. appropriate dress for pupils in schools within the Board's jurisdiction.
    - iii. the allocation of funding by the board to school councils
    - iv. conflict resolution processes for internal school council disputes, and
    - v. reimbursement by the board of expenses incurred by members and officers of school councils.
    - vi. fundraising activities of school councils.
  - b. The development of implementation plans for new education initiatives that relate to pupil achievement or to the accountability of the education system to parents, including,
    - i. conduct of persons in schools of the Algoma District School Board and
    - ii. appropriate dress for pupils in schools within the Algoma District School Board.
  - c. Board action plans for improvement, based on the Education Quality and Accountability Office's reports on the results of tests of pupils, and the communication of those plans to the public.
  - d. The process and criteria applicable to the selection and placement of principals and vice-principals.
  - e. The Board may solicit the views of school councils on any matter.
2. The principal of the school shall review in advance with the school council any materials produced by the School Council which are to be distributed to the school community in order to advise on compliance and compatibility with board policy, guidelines and other legislative requirements.
3. The School Council shall consult with parents of pupils enrolled in the school about matters under consideration by the council.



4. The Parent Involvement Committee may serve as a primary avenue for consultation and communication between the Board and school councils.

#### **4.19 Annual Report**

1. Every school council shall annually submit a written report by June 10 of each year on its activities to the principal of the school and to the Algoma District School Board. This report shall include dates and times of meetings and a summary of the activities undertaken during the past school year.
2. The principal shall, on behalf of the school council, give a copy of the annual report to every parent of a pupil who, on the date the copy is given, is enrolled in the school. This report may be given to the parent's child for delivery to his or her parent and the report shall be posted in the school in a location that is accessible to parents.

#### **4.20 Finance/Funding**

1. A person shall not receive any remuneration for serving as a member or officer of a school council.
2. The Algoma District School Board shall fund school councils according to the guidelines established by the Ministry of Education through the Grant for Student Needs (GSN). Budget allocations shall be established during the development of the annual operating budget of the Board.
3. The Algoma District School Board shall reimburse members and officers of the council for expenses they incur as member or officers of the council as approved in advance, by the Board and in accordance with approved Board policies and/or procedures as established for school councils.

#### **4.21 Fundraising by School Councils**

1. A school council may engage in fundraising activities provided they are conducted in accordance with applicable policies established by the Algoma District School Board.
2. The fundraising activities must be to raise funds to be used to benefit the students of the school. No funds shall be raised to support any political or religious organization, party or initiative.
3. A school council shall ensure that the funds raised by the council are used in accordance with any applicable policies established by the board.
4. In addition to the Annual Report, a statement of accounts showing income and specific expenditures for all fundraising shall be made annually by the school council to the Board.

**SECTION 6: OPERATIONS**

**Policy 6.44: School Council Policy**

***Supporting Policies***

***Supporting Procedures***

***Procedures Supporting the Establishment and Conduct of Affairs of a School Council***

***Supporting Protocols and Guidelines***

***Supporting Templates and Forms***

***Other Resources***

*Approved by Board Resolution #92-2001 06 12*

*Amended by Board Resolution #143-2010 11 09*

*Reviewed by Board Resolution #045-2015 02 24*

*Approved by Board Resolution #*

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Successful education begins with active and positive participation of school, home and community. Local school partnerships, represented as school councils, promote and encourage academic excellence and a supportive and socially responsible learning environment in their school community. Thus, the Algoma District School Board expects each school to establish and maintain a school council (as per procedures) to act in an advisory capacity both to the school principal and to the Board. The council shall work in a collaborative manner to promote continued excellence in education with consideration of the interests and rights of all.

School councils shall operate within the [Education Act](#), regulations and all other relevant legislation, and within the policies, guidelines and procedures of the Algoma District School Board.

It is to be noted that the Parent Involvement Committee (PIC), established as per Policy 6.45, acts to support communication and consultation among school councils and between school councils.

**Section 6B: Operations - Workplace**

**Policy 6.45: Parent Involvement Committee (PIC) Policy**

***Supporting Policies:***

***Supporting Procedures:***

***Supporting Protocols and Guidelines:***

***Supporting Templates and Forms:***

***Other Resources:***

Regulation 612/00

A Practical Handbook for Parent Involvement Committee Members (Ministry of Education, 2012)

Approved by Resolution #067-2021 06 15

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**1 Mandate**

As per Ontario Regulation 612/00, an Algoma District School Board Parent Involvement Committee (PIC) shall be established, whose mandate shall be to:

- support, encourage and enhance meaningful parent engagement, at the board level, to improve student achievement and well-being;
- provide information and advice to the board on parent engagement;
- communicate with and support school councils;
- undertake activities to help parents support their children's learning at home and at school.

**2 Responsibilities**

The Parent Involvement Committee, or PIC, establishes a direct link between parents and the director of education and the board of trustees. Responsibilities of the PIC shall be:

- to develop strategies and initiatives that the board and the board's director could use to communicate effectively with parents and to engage parents in support of their children's learning at home and at school, and to advise on the use of these strategies;
- to communicate information from the ministry to school councils and parents;
- to determine, in consultation with the director of education, how ministry funding, if any, for parent engagement initiatives is to be allocated;
- to work with school councils to:

- share effective practices to help engage parents in their children's learning, identify and reduce barriers to parent engagement, and help to ensure that schools are welcoming to parents;
- support initiatives that help build knowledge and skills that will assist the PIC and school councils of the board with their work.

### 3 Composition

The Parent Involvement Committee shall be comprised of:

- the director of education or superintendent designate (non-voting)
- a trustee (non-voting)
- parent members (voting) who must be the parent of a pupil enrolled in a school of the board that established the PIC (Note: employees of the board may serve as a parent member and must inform the committee of their employment at the first meeting they attend)
- up to three community members (voting). (Note: A community member cannot be a board member or an employee of the board that the PIC serves)

The majority of PIC members must be parents and PIC parents may be selected by appointment or election (subject to the by-laws of the PIC). The regulation does not stipulate the number of parent members; however, efforts are to be made to have representation from all regions of the board and to reflect the diversity of the parent population.

The PIC may include some or all of the following board staff, who are non-voting members and who are appointed by the board:

- one elementary school principal
- one secondary school principal
- one elementary teacher, other than a principal or vice-principal
- one secondary teacher, other than a principal or vice-principal
- one board employee, other than a principal, vice-principal or teacher.

New PIC members must be selected by November 15 each year and before the first PIC meeting of the school year.

### 4 Meetings

The PIC shall meet at least four times during the school year.

Meetings are to be open to the public, held in a location that is accessible to the public (or by electronic or telephonic means) and advertised, so that those who have an interest in matters before the PIC can attend. The Board shall provide the facilities necessary for the proper functioning of the committee and shall make reasonable efforts to enable members to participate fully in meetings.

The chair will be required to reschedule the meeting if any one of the following occurs:

- parents are not the majority of members present

- the director of education (or designate) is not present
- the trustee (or designate) is not present.

## **5 By-laws**

The PIC is required to develop a set of mandatory by-laws that governs its affairs. Mandatory by-laws are outlined in the Regulation and in the Ministry's document, "Making a Difference," which is a practical handbook for PIC members. The PIC may also make by-laws to permit the election of other officers, such as a treasurer and/or secretary.

## **6 Terms of Office**

The term of office for parent members shall be either one or two years. Parent members are eligible for reselection at the end of the term, provided that the member continues to have a child enrolled in a school of the board. The PIC will develop a process to provide continuity through the staggering of terms of membership. In its by-laws, the committee will establish the number of one- and two-year terms for parent members and terms for community members and board staff representatives.

## **7 Remuneration**

No PIC member will receive remuneration for serving as a member of the committee. Ministry funds must not be used to cover any part of the salary of any person sitting on this committee or associated with this committee in any way. This does not preclude the possible payment of a trustee honorarium, as set out in section 191 of the Education Act or the salary of board employees.

The Algoma District School Board shall reimburse members and officers of the PIC for expenses they incur as a member or officer of the PIC, as approved in advance, by the Board and in accordance with approved Board policies and/or procedures.

## **8 Minutes and Financial Records**

The PIC must keep minutes of all its meetings and records of its financial transactions. The minutes are to be posted on the board's website and sent electronically to each school council in the board.

## **9 Annual Summary of Activities**

The PIC shall demonstrate its accountability through the annual submission, to the chair of the board and the board's director of education, of a written summary of its activities and a record of how funding from the ministry to support the activities of the PIC was spent. The director will ensure the summary is posted on the website of the board and that a copy is provided to each school council in the board.

**SECTION 6: OPERATIONS**

**Policy 6.45: Parent Involvement Committee (PIC) Policy**

***Supporting Policies***

***Supporting Procedures***

[Procedures Supporting the Establishment and Conduct of Affairs of the ADSB Parent Involvement Committee \(PIC\)](#)

***Supporting Protocols and Guidelines***

***Supporting Templates and Forms***

***Other Resources***

[Regulation 612/00](#)

[A Practical Handbook for Parent Involvement Committee Members \(Ministry of Education, 2012\)](#)

*Approved by Resolution #067-2021 06 15*

*Approved by Resolution #*

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As per Ontario Regulation 612/00, the purpose of a parent involvement committee (PIC) is to support, encourage and enhance parent engagement at the board level in order to improve student achievement and well-being. The ADSB Parent Involvement Committee shall achieve its purpose by:

- providing information and advice on parent engagement to the board;
- communicating with and supporting school councils of schools of the board; and
- undertaking activities to help parents of pupils of the board support their children's learning at home and at school.

In establishing its by-laws to govern the conduct of the committee's affairs, the ADSB Parent Involvement Committee shall follow the relevant Regulation and Board Policies and/or Procedures.

<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item #3.2</b>
Prepared By:	Superintendent Maurice	
Strategic Priority:	Achievement, Well-Being and Equity	
Purpose:	Information    Discussion <b>Motion</b>	
Topic/Issue:	Appointment of Student Trustees for 2026-2027	



<b>Rationale</b>	
<ul style="list-style-type: none"> <li>▪ Bill 78, The Education Statute Law Amendment Act (Student Performance) 2006, Ontario Regulation 07/07 – Student Trustees, and Policy Statement 3 (2.10) allows for the appointment of up to three student trustees to the Board through an election process.</li> <li>▪ Student Trustees Liz Inglis and Tatyanna Sauve and Indigenous Student Trustee Mercedes Pine will complete their terms on July 31, 2026.</li> </ul>	
<b>Key Highlights</b>	
<ul style="list-style-type: none"> <li>▪ Applications for the 2026-2027 Student Trustee positions were invited from members of the Student Senate Association as per the Eligibility requirements outlined in 2.10 Student Trustee Policy.</li> <li>▪ Three applications were received for the posting. Board Personnel approved three students to move forward to the election process as they met all eligibility criteria, and their application packages provided evidence of strong academic standing, good leadership and communication skills. An election was held by the Student Senate on February 19, 2026, to determine the Student Trustees for the 2026-2027 school year.</li> <li>▪ Applications for the position of Vice-Chair of the ADSB Northern Indigenous Youth Council were invited in May 2025 from student members of the Council for the 2025-2026 school year. The duties of the Vice-Chair include to support the Chair, and to assume the roles of Chair and Indigenous Student Trustee in the subsequent school year, 2026-2027.</li> <li>▪ Two applications were received for the Vice-Chair position. Board Personnel approved the two applications for Vice-Chair to move forward to the election process as they met all eligibility criteria and their application packages provided evidence of strong academic standing, combined with good leadership and communication skills. An election was held by the ADSB Northern Indigenous Youth Council on May 13, 2025, to determine the Vice-Chair position, to become the Chair and Indigenous Student Trustee in the 2026-2027 school year.</li> <li>▪ The two successful candidates for the Student Trustee positions for 2026-2027 are Amore Maree from Superior Heights C &amp; V S and Madison Vaughan from Korah C &amp; V S.</li> <li>▪ The successful candidate for the incoming Chair and Indigenous Student Trustee position for 2026-2027 is Olivia Mizzi from Superior Heights C &amp; V S.</li> </ul>	
<b>Anticipated Benefits</b>	
<ul style="list-style-type: none"> <li>▪ These students provide student voice based on experiences from both Sault Ste. Marie and district schools and Indigenous perspectives.</li> </ul>	
<b>Insights/ Learning</b>	
<ul style="list-style-type: none"> <li>▪ We have encouraged applications from Sault Ste. Marie and the district and provide necessary supports (e.g. Teams participation) for district Student Trustees. We continue to have candidates from across the Board.</li> <li>▪ While we would like to see more candidates apply for these positions, we recognize that in many of our schools, this has been a rebuilding year with the graduation or imminent graduation of senior student leaders.</li> </ul>	
<b>Considerations / Next Steps</b>	
<ul style="list-style-type: none"> <li>▪ The incoming Student Trustees and Indigenous Student Trustee will work alongside their current counterparts who will mentor them as they support Student Senate and Northern Indigenous Youth Council activities.</li> <li>▪ Staff will work with school mentors to determine how best to engage and mentor students in grades 9-10.</li> </ul>	
<b>Motion</b>	
Moved by:	Seconded by:
That the Board approve the appointment of Amore Maree from Superior Heights C & V S and Madison Vaughan from Korah C & V S as the Student Trustees and Olivia Mizzi from Superior Heights C & V S as Indigenous Student Trustee, for the Algoma District School Board, effective August 1, 2026, to July 31, 2027.	
Motion was:	<b>Carried</b> <b>Defeated</b> Initials of Chair:                      Resolution #

<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item #3.3</b>
Prepared By:	Superintendent Maurice	
Strategic Priority:	Achievement, Well-Being and Equity	
Purpose:	Information    Discussion	<b>Motion</b>
Topic/Issue:	School Year Calendar for 2026-2027	



<b>Rationale</b>	
<ul style="list-style-type: none"> <li>Regulation 304, <i>School Year Calendar Professional Activity Days</i> require that each school Board prepare, adopt and submit to the Regional Manager of Education on or before the first day of March, the School Year Calendar to be followed in its jurisdiction for the following year.</li> </ul>	
<b>Key Highlights</b>	
<ul style="list-style-type: none"> <li>A consultation process was undertaken to provide school communities with the opportunity to provide input on the calendar. The Board also followed a collaborative process with the three other District School Boards with whom we need to coordinate calendars. Using the feedback from the ADSB consultation, the Board administration has worked through a consensus exercise to come up with a calendar for Board approval.</li> <li><b>Overview of the Proposed School Year Calendar for 2026-2027</b> <ul style="list-style-type: none"> <li>The proposed calendar includes a 194-day school year comprised of 187 instructional days and 7 PA days. The secondary calendar includes 10 scheduled examination days.</li> <li>Staff begin on Tuesday, September 1, 2026 (PA Day) and students begin classes on Tuesday, September 8, 2026. The last day of classes for staff and students is Friday, June 30, 2027.</li> <li><b>Professional Activity Days</b> <ul style="list-style-type: none"> <li><b>2026:</b> September 1, September 2, October 26, November 20</li> <li><b>2027:</b> February 1*, April 23, June 11* (*Assessment - Elementary Report Card Preparation)</li> </ul> </li> <li><b>Holidays</b> <ul style="list-style-type: none"> <li><b>2026:</b> September 3-4, and 7, October 12, December 21-31</li> <li><b>2027:</b> January 1, February 15, March 15-19, 26 and 29, and May 24</li> </ul> </li> </ul> </li> <li>See <i>Attachment 1 – ADSB Proposed 2026-2027 School Year Calendar</i> for more details.</li> </ul>	
<b>Anticipated Benefits</b>	
<ul style="list-style-type: none"> <li>Parents/guardians appreciate early communication of the calendar for their planning.</li> <li>The process supports collaboration between 4 Boards and assists transportation planning.</li> <li>The calendar allows staff to begin planning for next year (e.g. Program Teams, Operations, Plant etc.).</li> </ul>	
<b>Insights / Learning</b>	
<ul style="list-style-type: none"> <li>Opportunities to participate in the consultation were shared via email, Edsby and the ADSB website. 1459 people participated, an increase of 372 from last year. The consultation included parents/guardians (59%), staff (22%), students (18.6%) and others including community partners (0.4%).</li> <li>72% of participants preferred option 1, the proposed calendar shared within this report, including 76% of parents/guardians, 60% of staff and 80% of students. The feedback revealed a strong preference for starting the school year after Labour Day, citing concerns about attendance, family vacations, and the disruption of routines.</li> </ul>	
<b>Considerations / Next Steps</b>	
<ul style="list-style-type: none"> <li>The approved School Year Calendar for 2026-2027 will be shared with the Ministry of Education via the School Year Calendar portal. A general outline of PA Day descriptions will be shared with the Ministry of Education via the portal by August 15, 2026. Three PA Days will be devoted to Ministry provincial education priorities.</li> <li>Specific PA Day agendas and descriptions will be publicly posted on the ADSB website and the Ministry of Education portal two weeks prior to each scheduled PA Day.</li> </ul>	
<b>Motion</b>	
Moved by:	Seconded by:
That the Board, subject to the approval of the three coterminous Boards, approve the School Year Calendar for 2026-2027 school year as contained in this report.	
Motion was:	<b>Carried</b> <b>Defeated</b> Initials of Chair:                      Resolution #

Attachment 1

Algoma District School Board: Proposed 2026-27 School Year Calendar



September 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
7	7	8	9	10	11	12
14	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**LEGEND:**

- First Day of Classes
- PD Days
- Holidays
- Exam Days (Secondary)

<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item # 4.0</b>
Topic/Issue:	<b>Board Reports</b>	



<ol style="list-style-type: none"> <li>1. Director's Report</li> <li>2. Chair's Report</li> <li>3. Student Trustees' Report</li> <li>4. OPSBA Reports</li> <li>5. Parent Involvement Committee Report</li> </ol>

<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item # 5.0</b>
Topic/Issue:	<b>Other Business</b>	



1. N/A - no other business to address.	

<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item # 6.0</b>
Topic/Issue:	<b>Next Meeting Dates</b>	



1. The next meeting is a <b>Regular Board Meeting on March 31, 2026.</b>	



<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item # 7.0</b>
Prepared By:	Chair Johnston	
Strategic Priority:	n/a	
Purpose:	Information    Discussion <b>Motion</b>	
Topic/Issue:	Motion to Move into In-Camera	

<b>Rationale</b>	
As per Section 207(2) of the Education Act, “A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject-matter under consideration involves,	
<ul style="list-style-type: none"> <li>a) the security of the property of the board;</li> <li>b) the disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian;</li> <li>c) the acquisition or disposal of a school site;</li> <li>d) decisions in respect of negotiations with employees of the board; or</li> <li>e) litigation affecting the board.”</li> </ul>	
<b>Key Highlights</b>	
n/a	
<b>Anticipated Benefits</b>	
n/a	
<b>Insights / Learning</b>	
n/a	
<b>Considerations/Next Steps</b>	
n/a	
<b>Motion (if applicable)</b>	
Moved by:	Seconded by:
That the Board members move into Regular Board Meeting of 2026 02 24, Closed Session, and that this portion be closed to public, at _____ p.m.	
Motion was: <b>Carried</b> <b>Defeated</b>	Initials of Chair:      Resolution #

<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item # 7.1</b>
Prepared By:	Chair Johnston	
Strategic Priority:	n/a	
Purpose:	Information    Discussion <b>Motion</b>	
Topic/Issue:	Motion to Adjourn In-Camera Session	



<b>Rationale</b>	
Move to adjourn In-Camera Session.	
<b>Anticipated Benefits</b>	
<b>Insights / Learning</b>	
<b>Considerations/Next Steps</b>	
<b>Motion (if applicable)</b>	
Moved by:	Seconded by:
That the Board members move to adjourn In-Camera Session of the Regular Board Meeting of 2026 02 24 at _____pm.	
Motion was: <b>Carried</b> <b>Defeated</b>	Initials of Chair:      Resolution #

<b>REPORT TO THE BOARD of 2026 02 24</b>		<b>Item # 8.0</b>
Prepared By:	Chair Johnston	
Strategic Priority:	n/a	
Purpose:	Information    Discussion <b>Motion</b>	
Topic/Issue:	Motion to Adjourn Regular Board Meeting	



<b>Rationale</b>	
Move to adjourn the Regular Board Meeting of 2026 02 24.	
<b>Anticipated Benefits</b>	
<b>Insights / Learning</b>	
<b>Considerations/Next Steps</b>	
<b>Motion (if applicable)</b>	
Moved by:	Seconded by:
That the Board members move to adjourn the Regular Board Meeting of 2026 02 24 at _____pm.	
Motion was: <b>Carried</b> <b>Defeated</b>	Initials of Chair:                      Resolution #