



REGULAR BOARD MEETING AGENDA
Tuesday, November 1, 2022
EDUCATION CENTRE 7:00 P.M.

PUBLIC

A. PROCEDURAL ITEMS

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

V. Education Topic and/or Delegation

	Superintendent
1. Presentation: Breakfast Program Donation from United Steelworkers Local 2251 Guests: Mike DaPrat, President and Debbie Logan, Assistant	L.R.
2. Building Our Futures: Grade 8 Student Pathways Guests: Vicki Aiudi, Sarah Constable, Jennifer MacIntosh, Kristen Berger, Michael Hicks.	M.B.

VI. System Information

	Superintendent
1. Update on Summer Capital Projects	J.S.M.

VII. Minutes from Previous Meetings

Minutes to be Approved by the Board:

1. Regular Board Meeting Minutes from 2022 09 20
2. COW Board Meeting Minutes from 2022 10 04

Minutes to be Received by the Board:

1. SEAC Meeting Minutes from 2022 06 07
2. SEAC Meeting Minutes from 2022 09 27

VIII. Student Trustees' Report

IX. Reports from Committee Chairs, O.P.S.B.A.



REGULAR BOARD MEETING AGENDA
Tuesday, November 1, 2022
EDUCATION CENTRE 7:00 P.M.

B. ACTION ITEMS	
	Superintendent
1. 2022-2023 Bank Borrowing Resolution	J.S.M.
2. 2022-2023 Capital Project Borrowing Resolution	J.S.M.
3. 2023 Education Tax Levy By-Law	J.S.M.
4. Approval of Capital Projects	J.S.M.
5. Approval of Policy: 6.27 Health and Safety Policy	J.S.M.
6. Approval of Policy: 6.54 Electronic Monitoring	F.P.
C. INFORMATION ITEMS	
1. Acknowledgement of Outgoing Trustees	B.R.
FUTURE MEETINGS AND LOCATIONS	
2022 11 15 7:00 p.m.	Inaugural Meeting – H.E. Crowder Board Room Open



**ALGOMA DISTRICT SCHOOL BOARD
REGULAR BOARD MEETING
CLOSED SESSION
2022 09 20
5:30 p.m.
H.E. CROWDER BOARD ROOM**

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

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

(Resolution #072-2022)

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

That the Board move into Closed Session at 5:34 p.m.

D. Action Items

Action Item D.1 was discussed and approved in Closed Session 2022 09 13 and moved into Open Session and approved in Open Session as item B.2 Resolution #079-2022 09 20.

(Resolution #073-2022)

D.1 IN COMMITTEE (CLOSED SESSION)

Action Item D.1 Personnel was discussed and approved in Closed and moved to Regular Board Meeting of 2022 09 20 and identified as approved in Closed session of 2022 09 20.

On motion of Susan Myers and Susan Thayer it was approved on 2022 09 13.

Updates given:

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

(Resolution #074-2022)

On motion of Trustees Sheryl Evans and Russell Reid it was approved:

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

Chair



Secretary





ALGOMA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING – CLOSED SESSION

Date of Meeting: **Tuesday, September 20, 2022**

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

Location: **EDUCATION CENTRE & MICROSOFT TEAMS**

ATTENDANCE

Name	Abs/Pres	Late Arrival	Early Departure	Comments
<u>Trustees</u>				
Greg Bowman	Pres.			
Sandra Edwards	Pres.			
Sheryl Evans	Pres.			
Elaine Johnston	Pres.			
Marie Murphy-Foran	Pres.			
Susan Myers	Pres.			
Sheila Nyman	Pres.			
Brent Rankin	Pres.			
Russell Reid	Pres.			
Jennifer Sarlo	Pres.			
Susan Thayer	Pres.			
<u>Admin.Council</u>				
L. Reece	Pres.			
J. Santa Maria	Pres.			
B. Vallee	Pres.			
J. Maurice	Pres.			
M. Bell	Pres.			
F. Palumbo	Pres.			
<u>Others</u>				

Brent Rankin

Chair or Trustee Designate



**ALGOMA DISTRICT SCHOOL BOARD
REGULAR BOARD MEETING**

**MINUTES
OPEN SESSION**

2022 09 20

7:00 p.m.

H.E. CROWDER BOARD ROOM

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

A. (I) Roll Call

Attendance as per attached schedule.

(Resolution #075-2022)

On motion of Trustees Susan Thayer and Brent Rankin it was approved:

That the Board move into Open Session at 7:09 p.m.

(II) Land Acknowledgement – Read by Trustee Greg Bowman

(III) Approval of Agenda

(Resolution #076-2022)

On motion of Trustees Sandra Edwards and Sheryl Evans it was approved:

That the Agenda dated 2022 09 20 be approved as distributed.

(IV) Conflict of interest – N/A

(V) Education Topic and/or Delegation

1. Overview of Summer Learning Programs & Presentation:
Summer Program with Lassonde School of Engineering-York University:
Lisa Cole, Michelle Tsui-Woods, Vanessa Ironside
WC Eaket - Principal: Brian Beauchamp,
Teacher: Bryan Bellefeuille,
Students: Ella Tulloch-Chiblow, Nicholas Cada M.B.
2. Update on Summer Learning Institutes (Teachers, School Administrators) M.B./L.R.

A. (VI) System Information

1. Enrolment Update F.P./J.M.
2. Recognition of National Day of Truth and Reconciliation J.M.
3. Distribution of Policy: 6.27 Health and Safety Policy J.S.M.

(Resolution #077-2022)

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

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

1. Regular Board Meeting Minutes of 2022 06 14
2. Special Board Meeting Minutes of 2022 08 03
3. Special Board Meeting Minutes of 2022 09 13

(VII) Minutes to be Received by the Board.

N/A

A. Reports from Committee Chairs, OPSBA Items**(VIII) Student Trustees' Reports****(IX) Reports from Committee Chairs, O.P.S.B.A.**

(Resolution #078-2022)

On the motion of Trustees Susan Thayer and Brent Rankin it was approved:

B.1 2022-2023 Ontario Public School Board Association OPSBA Fees

1.4.0 Proposed Resolution

- 1.4.1 That the Board approve the membership in OPSBA for the year 2022-2023 at a cost of \$40,334.22 including HST.

(Resolution #079-2022)

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

B.2 PERSONNEL ITEM FROM SPECIAL BOARD MEETING 2022 09 13

That the Board approve Action Item D.1 Personnel as discussed and approved in Closed and moved to Regular Board Meeting of 2022 09 20 and identified as approved in Closed session of 2022 09 20.

C. INFORMATION ITEMS

1. Letter from Township of Hornepayne

J.S.M.

FUTURE MEETINGS AND LOCATIONS

2022 10 04

5:00 pm – 6:30 pm Recognition of 25 Years of Service Reception at Delta Waterfront

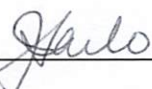
7:00 pm Open COW Meeting – H.E. Crowder Board Room

(Resolution #080-2022)

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

That the Board move to adjourn the Public Meeting at 8:51 p.m.

Chair



Secretary





ALGOMA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING – OPEN SESSION

Date of Meeting: **Tuesday, September 20, 2022**

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

Location: **EDUCATION CENTRE & MICROSOFT TEAMS**

ATTENDANCE

Name	Abs/Pres	Late Arrival	Early Departure	Comments
<u>Trustees</u>				
Greg Bowman	Pres.			
Sandra Edwards	Pres.			
Sheryl Evans	Pres.			
Elaine Johnston	Pres.			
Marie Murphy-Foran	Pres.			
Susan Myers	Pres.			
Sheila Nyman	Pres.			
Brent Rankin	Pres.			
Russell Reid	Pres.			
Jennifer Sarlo	Pres.			
Susan Thayer	Pres.			
<u>Student Trustees</u>				
Teagen Britten	Pres.			TEAMS.
Nevaeh Pine	Pres.			
Ava Engel	Pres.			
<u>Admin. Council</u>				
L. Reece	Pres.			
J. Santa Maria	Pres.			
B. Vallee	Pres.			
J. Maurice	Pres.			
M. Bell	Pres.			
F. Palumbo	Pres.			
<u>Others</u>				
F. Walsh	Pres.			
L. Aceti	Pres.			
<u>Media</u>				
B. Kelly	Pres.			S. star
D. Taylor	Pres.			So today.


Chair or Trustee Designate



**ALGOMA DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE MEETING
CLOSED SESSION
2022 10 04
*EDUCATION CENTRE***

Meeting was called to order by Chair Sarlo.

A. (I) Attendance as per attached schedule.

(Resolution #081-2022)

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

That the Board move into Closed Session at 8:01 p.m.

(Resolution #082-2022)

On motion of Trustees Susan Myers and Sandra Edwards it was approved:

That the Closed Session of the meeting of the Board adjourn at 8:24 p.m.

Chair

Secretary



ALGOMA DISTRICT SCHOOL BOARD

COMMITTEE OF THE WHOLE BOARD MEETING – CLOSED

Date of Meeting: **Tuesday, October 4, 2022**

Time of Meeting: **7:30 p.m.**

Location: **H.E. Crowder Board Room**

ATTENDANCE

Name	Abs/Pres	Late Arrival	Early Departure	Comments
<u>Trustees</u>				
Greg Bowman	Abs			Notified
Sandra Edwards	✓			
Sheryl Evans	Abs			with cause notified
Elaine Johnston	✓			
Marie Murphy-Foran	Abs			with cause notified
Susan Myers	✓			
Sheila Nyman	✓			
Brent Rankin	✓			
Russell Reid	✓			
Jennifer Sarlo	✓			
Susan Thayer	✓			
<u>Admin.Council</u>				
L. Reece	✓			
J. Santa Maria	✓			
B. Vallee	✓			
J. Maurice	✓			
M. Bell	✓			
F. Palumbo	✓			
<u>Others</u>				



Chair or Trustee Designate



ALGOMA DISTRICT SCHOOL BOARD

COMMITTEE OF THE WHOLE BOARD MEETING – OPEN SESSION

Date of Meeting: **Tuesday, October 4, 2022**

Time of Meeting: **7:30 p.m.**

Location: **EDUCATION CENTRE & MICROSOFT TEAMS**

ATTENDANCE

Name	Abs/Pres	Late Arrival	Early Departure	Comments
<u>Trustees</u>				
Greg Bowman	Abs.			Notified
Sandra Edwards	✓			
Sheryl Evans	Abs			Notified.
Elaine Johnston	✓			
Marie Murphy-Foran	Abs			Notified
Susan Myers	✓			
Sheila Nyman	✓			
Brent Rankin	✓ Online			
Russell Reid	✓			
Jennifer Sarlo	✓			
Susan Thayer	✓			
<u>Student Trustees</u>				
Teagen Britten	✓ online			
Nevaeh Pine	✓			
Ava Engel	✓			
<u>Admin. Council</u>				
L. Reece	✓			
J. Santa Maria	✓			
B. Vallee	✓			
J. Maurice	✓			
M. Bell	✓			
F. Palumbo	✓			
<u>Others</u>				
F. Walsh	✓			
L. Aceti				
<u>Media</u>				
Sootoday Ken Armstrong.	✓			



 Chair or Trustee Designate



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

MINUTES OF MEETING
June 7, 2022
Via MS Teams
12:00 Start Time

Present: S. Kitts (North Shore Tribal Council), A. Gauthier (Thrive Child Development Centre) P. Mick (Member-At-Large), Margaret Barbeau (Community Living Algoma)

Trustees: R. Reid, S. Evans

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

Regrets:

Meeting called to order at 12:00 p.m. With the approval of Chair Mick, Superintendent Vallee to facilitate the remainder of the Teams meeting.

1. Round Table - Introduction of members, staff, and guests.

2. Approval of Agenda and Minutes (May 10, 2022)

- Agenda approval. Moved by. S. Evans. Seconded by M. Barbeau. All in favour.
- Approval of Minutes. Moved by S. Kitts. Seconded by M. Barbeau. All in favour.

3. Correspondence:

- **Letter from Kawartha Pine Ridge DSB SEAC re: PPM 81:** This letter addresses similar concerns that other SEACs have voiced over the past few months about the shortage of nurses and potential changes to PPM 81. We developed and sent out a letter expressing our concerns about PPM 81 earlier this year.

4. Presentation: Budget Update (Superintendent Joe Santa Maria)

- Superintendent J. Santa Maria began by recognizing our SEAC community partners; we appreciate the hard work that everyone does for children and the productive working relationships.
- Budget of approximately \$168 million for 2022-23 will go to the Board for approval on June 14th. Approximately 22 million is budgeted specifically for Special Education.
- Enrollment drives funding. We have seen a significant enrolment increase in our overall enrollment for this school year, and our current enrollment projections have continued to increase since bringing initial Organization to the Board in March.
- This is a good news budget - only a small deficit at present.

- Includes Partnerships & Priorities Funds (PPF). These are targeted funds that go towards specific areas. Several items have moved from PPF into the Grants for Student Needs (GSN) which is usually considered to be a good thing as GSN has more permanency.
- Similar budgeting in all special education areas for the upcoming school year. There have been increases in Ministry funding in a few key areas including mental health supports, learning supports, as well as incremental increases in the Special Equipment Allocation, and the Special Incidence Portion.
- It is positive to see some increases as this will help to support some of our key areas, including additional support staff, assistive technology, mental health and counselling supports, Autism supports including Applied Behaviour Analysis, and Language supports.
- Northern Adjustment Category funding continues – this has been very valuable in allowing us to expand necessary services.

Questions

- S. Evans wondering when the SB 8 and SB 11 memos were released. Superintendent Santa Maria responded that initial information came out in the memo around March 25th, followed by the budget package towards the end of April.
- S. Evans inquired about whether the funding for special education/ mental health needs is sufficient to cover what students require.
 - Superintendent Santa Maria and Superintendent Vallee both responded that we can always use more funding, but we are generally pleased with the trends over the past few years as it appears that there has been more attention towards special education and mental health supports.
 - B. Vallee discussed some of the key areas that have been addressed with additional funding over the past five years, including
 - Substantial increase in the number of students receiving formal psychological-educational assessments through the Board (187 this year as compared to 85 in 2017-2018)
 - expansion of our language services team with the hiring of an additional Speech-Language Pathologist three years ago and the addition of 3 Communicative Disorders Assistants this year;
 - the addition of our ASD support team (2 resource facilitators, a behaviour analyst and behaviour coach),
 - the addition of a Learning Disabilities Resource Facilitator
 - expansion of our Mental Health, Counselling and Attendance Team from 12 to 18 staff
 - increased SERT/Resource time in all schools
 - implementation of the Empower reading program in 27 schools
 - additional support staff (e.g. Educational Assistants)
 - Increases in individual laptops to address assistive technology needs,

5. Member Organization Updates

S. Kitts (North Shore Tribal Council)

- Busy time of year ending of one school year starting of a new school year.
- This year the graduation parade will be taking place June 22, 23 for all graduating students in Senior Kindergarten, Gr. 8, and Gr. 12. The parade started 2 years ago when the pandemic began and has proven to be very popular.

L. Lambert (Thrive)

- Thrive is growing quickly. The new Infant-Child Development Program consisting of all new staff (except for Lori) is now up and running at Thrive.
- Busy for the last few months working with schools on the spring meetings for Kindergarten transitions.
- Will be testing about twenty-two little ones; the reports and recommendations should be ready for when they begin JK in September.
- Work on the *Entry to School* program continues. B. Vallee commented that school boards met with Thrive again this morning to continue work on what the transition component of the program will be.

M. Barbeau (Community Living Algoma)

- Community Living Algoma is very please to announce that Shelly Moore- Teacher, Researcher and storyteller will be presenting on October 24, 2022.
- M. Barbeau asked whether it would be possible to have a guest speaker from Community Living Algoma come to a SEAC meeting in September to explain the services of CLA. B. Vallee suggested that it might be more effective to have CLA come and do a presentation for the SERT group as they are the ones that most often refer families for services, and offered time at a SERT meeting for that to happen.
- Sergio Iacoe (Manager of Inclusion) is participating in Integrated Transition Meetings for students that are clients of CLA. Integrated Transition Meetings take place annually for students that have reached the age of 14.
- Annual General Meeting is scheduled for June.

P. Mick (Member- At-Large)

- Nothing to report

6. Report from the Board (Trustees)

- An in-person reception recognizing employees with 25 years of service took place on May 31, 2022. Congratulations to K. Viita and B. Vallee for reaching this milestone.
- Excited that we were also able to host our Retirement Dinner on June 6, 2022. This dinner recognizes retiring staff from all employee groups.
- Committee of the Whole was held on May 31st. The focus of this meeting was review of a number of policies, including Bullying, Right to Disconnect, and Trustee By-laws.
- Trustees have the OPSBA Annual General Meeting taking place at the end of the week and will be attending in person.

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

- **Transitions:** Spring meetings for incoming Kindergarten students have occurred, so the Transition process has now shifted from system-based staff to school-based staff (although a few new referrals continue to trickle in). Transition information for inter-panel (elementary to secondary) transitions was shared between sending and receiving schools in March, and transition activities between schools continue. Transition meetings for students that are entering or leaving a specialized program are also underway.
- **Welcome to Kindergarten:** The Welcome to Kindergarten program is running “on-site” again this year! Incoming JKs have the opportunity to visit their schools, meet the teachers, participate in some fun activities, and receive a bag full of activities and resources to use at home. Our new JK students will also be received the “learning journey” lawn signs again this year.

- **EA Allocation Process:** Initial steps in the EA Allocation process is underway. Schools submit an allocation request form that provides information on students in the school that have needs falling within specific categories of support, including health/medical, adaptive functioning, communication and safety. A system committee reviews the allocation forms and makes recommendations for initial EA staffing allocations for each school. These are then reviewed and approved by the system administrator and superintendent. These allocation numbers are provided to Human Resources, who will then staff schools based on the process outlined in the Collective Bargaining Agreement. Once staff are allocated, the school principal is responsible for assigning and scheduling the EAs allocated to the school as this provides some flexibility to be responsive to needs. A second “pass” takes place in August before the school year begins to accommodate any changes or adjustments that may be necessary. We anticipate that the number of EAs in our system will increase again this year. M. Barbeau mentioned that she has heard comments about cuts in the number of EAs. B. Vallee responded that at this point in the process there is often a perception that cuts are being made as allocations in individual schools may change, and the initial staffing number is usually lower as we need to have some staffing flexibility to add in August based on updated needs. However, our current staffing allocation for September 2022 represents an increase over last year’s initial staffing allocation for September 2021. Should this comment come up, you can safely say that there will actually be an increase in EA allocations across the system.
- **SERT PD:** We wrapped up our SERT PD for the school year on Friday, June 4th. This session focused on Transition Processes, pre-planning for the Empower Reading program for 2022-2023, and some streamlining of the IPRC Review (and waiver) processes.
- **Formal Assessments:** Assessments from our last round of referral intake (December) are scheduled for completion prior to the end of the school year. We do have a few outstanding assessments from several of our Northern Schools as our assessors are now travelling again and working to get caught up on some of these. We anticipate opening referrals at the end of June so that we can once again complete assessments during the summer months – we are aiming for approximately 20 assessments to take place in July and August.

8. **Next meeting: September 13, 2022.** We will plan to meet in-person for this meeting.

9. **Motion to adjourn:** Moved by. R. Reid. Seconded by S. Kitts

Meeting adjourned at 1:00p.m.



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

MINUTES OF MEETING
September 13, 2022
Via MS Teams
12:00 Start Time

Present: S. Kitts (North Shore Tribal Council), L. Lambert (Thrive Child Development Centre - Alternate) P. Mick (Member-At-Large), Margaret Barbeau (Community Living Algoma)

Trustees: S. Evans, S. Myers (Alternate)

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

Regrets: R. Reid (Trustee)

Meeting called to order at 12:00 p.m. With the approval of Chair Mick, Superintendent Vallee to facilitate the remainder of the Teams meeting.

1. Round Table - Introduction of members, staff, and guests.

2. Approval of Agenda and Minutes (June 7, 2022)

- Agenda approval. Moved by. S. Evans. Seconded by S. Kitts. All in favour.
- Approval of Minutes. Moved by S. Evans. Seconded by S.Kitts. All in favour.

3. Correspondence: No correspondence this month.

4. Presentation: Overview of Special Education Programs & Services 2022-2023 (B. Vallee)

Presentation provided an overview of special education programs and services in the ADSB, including definition of programs and services, Universal Design for Learning/Differentiated Instruction, Individual Education Plans (IEPs) including accommodations, modifications and alternative programming, current demographic data, programs & placements available, as well as current special education team members and their respective roles.

Questions:

S. Myers- Do you track Identification data based on individual schools and if so, do we currently have any schools that have zero identified students? B. Vallee responded that yes, we do break down the data by schools internally, and we further break down the data by area (e.g. East, North, Sault/Central). Currently, the lowest number of IEPs in a school is approximately 12-14 in one of our elementary schools while several of our secondary schools have approximately 175 students with an IEP.

S. Meyers – How do we do expectations for students that take alternative programs? B. Vallee responded that alternative program expectations are established in the IEP, including specific goals and progress is reported upon using the Alternative Report Card in addition to the Ontario Report Card.

5. Member Organization Updates

S. Kitts (North Shore Tribal Council)

- Busy with school start-up
- Elders in the classroom program was such a success last year, both boards using this.
- Excited that Garden River Elders were chosen out of 700 applications to represent and present at an Indigenous Conference in Australia this month. S. Evans commented that she would love to hear more about Elders in the Classroom and their experiences in Australia. S. Kitts responded that she could have her manager present at the next SEAC meeting for 10 to 15 mins.

L. Lambert (Thrive - Alternate)

- Extremely busy with start-up
- Excited to bump up support and add more staff
- Working with schools supporting JK & SK transitions into the school setting
- Starting the list for next year (JK/ SK transitions) to begin the process of transition
- Will have another assessment clinic in October and 50 students will be tested.

M. Barbeau (Community Living Algoma)

- Community Living Algoma servicing approximately 300 school-aged children
- Working on creating a brochure to highlight what services that are offered for students/families.
- Working on a Parent Information Night
- Starting up before- and after-school programs
- Excited about Shelly Moore presentation coming up on October 24th.

P. Mick (Member- At-Large)

- Nothing to report

6. Report from the Board (Trustees)

- First meeting took place Tuesday, Sept 20th, 2022.
- Featured a presentation on the STEM (Science, Technology, Engineering, Mathematics) and Indigenous Education program that ran at WC Eaket in partnership with York University, as well as updates on summer learning programs.
- Enrollment has increased significantly from our spring projections.
- Updates provided regarding activities taking place on September 30th for National Day for Truth and Reconciliation.
- Several Health and Safety policies begun the review cycle.
- Thank you letter received from the town of Hornpayne for allowing use of the school yard during the summer months to replace the helicopter pad for the hospital

- Election year - Trustees are part of the Municipal Election on October 24th.

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

- ***In-Person vs Remote Learning:*** The overwhelming majority of our students are back to in-person learning – approximately 1% have opted for virtual learning. Our board no longer offers a hybrid learning model; we are currently providing two elementary classes (K-4 and alternative programming) and 5-8. Most secondary students are participating in e-learning courses to address individual requirements for remote learning.
- ***Summer Programming:*** The Ministry provided some additional funding again this year to support summer programming, including summer learning & summer school programs, back-to-school transitions, and mental health supports and services. We were able to offer special education supports (e.g. SERT and Specialized Team supports) for both summer school and the summer learning program, as well as providing transition programming to conduct transition activities for students with complex needs during the last two weeks of August. Individual schools made the decision whether to access funding. Our summer wellness line/program also ran this year with one dedicated counsellor, who provided support through the summer wellness line, face-to-face, virtual or audio counselling.
- ***Transitions:*** With transition processes in place for approximately 65 incoming kindergarten students, our special education team spent the first week of the school year on the ground supporting our school teams in transitioning new students into the school setting. Over the next few weeks, schools will be conducting their fall follow-up meetings.
- ***Empower Reading:*** We are pleased that we have continued to increase the number of schools participating in Empower Reading. At present, Gr. 2-5 decoding and spelling programming is in place in 25 of 28 elementary sites. In addition, we are offering the Gr. 6-8 decoding and spelling program in all of our Intermediate School sites, as well as a pilot group in French Immersion (Boreal)
- ***Ongoing SERT Professional Development:*** We have begun our on-going SERT meetings/professional development sessions with a focus on the SERT monthly overview document. This document provides a list of priority and on-going tasks for completion each month.
- ***Formal Assessments:*** We continued our efforts to conduct psychological-educational assessments over the summer months. Approximately 20 assessments were conducted during the month of July and again in August. Report shares for summer testing will take place over the upcoming weeks. We have also begun our assessment process for the 2021-2022 school year, with assessments underway.
- ***Partnership for NAC-funded positions.*** We are looking forward to using some of our Northern Adjustment Category funds this year to implement two positions that will be shared among ADSB and our co-terminus board, Huron-Superior Catholic District School Board. We will be sharing a Communicative Disorders Assistant position to provide services in our Eastern Area schools, as well as a shared Counselling position (pending) to provide services in our Northern Area schools.
- ***New SEAC Membership.*** As you know, the term for SEAC members is identical to that of our Trustees and will end with the municipal election scheduled for October 24th. In order to support continued growth of our SEAC committee, B. Vallee will be sending letters to organizations that we work with on an ongoing basis that would be good candidates for membership. Members are reminded that, if they are interested in continuing

to act as the representative for their respective organizations, they will need to have the nomination form completed and submitted to the Superintendent's office to be brought to the board for approval.

8. Next meeting:

- **October 18, 2022.** We will plan to meet in-person for this meeting. S. Kitts (North Shore Tribal Council) will arrange a short presentation by her manager with regards to the Elders in the Classroom experience at the conference in Australia.

9. Motion to adjourn:

- Moved by. L. Lambert. Seconded by S. Kitts

Meeting adjourned at 1:30p.m.



B.1 Director's Report To The Board

Date: 2022 11 01

Subject: **2022-2023 BANK BORROWING RESOLUTION**

1.1.0 Background & Information

- 1.1.1 In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to \$10,000,000 to meet its obligations, until current revenue is received, the current expenditures of the Board for the period commencing on September 1, 2022 and ending on August 31, 2023 (the "Period").
- 1.1.2 Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- 1.1.3 The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

1.2.0 Recommendation

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



B.1 Director's Report To The Board

Date: 2022 11 01

Subject: **2022-2023 BANK BORROWING RESOLUTION**

1.2.0 Recommendation (Continued)

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

1.3.0 Proposed Resolution

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

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

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

ALGOMA DISTRICT SCHOOL BOARD 2022-2023 Borrowing Resolution

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

Background

1. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to \$10,000,000 to meet, until current revenue is received, the current expenditures of the Board for the period commencing on September 1, 2022 and ending on August 31, 2023 (the "Period").
2. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.

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

RESOLVED THAT:

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

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

DATED this 1st day of November 2022.

WITNESS the corporate seal

Chair

Secretary



B.2 Director's Report To The Board

Date: 2022 11 01

Subject: **2022-2023 CAPITAL PROJECT BORROWING RESOLUTION**

2.1.0 Background & Information

2.1.1 In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow, for short term purposes, the amount of up to \$20,000,000 to meet the Boards obligations for payments related to Capital Projects, until the Ministry of Education flows Capital funding.

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

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

Short term interest costs on the Banker's acceptance are fully reimbursed by the Ministry of Education for Capital Projects.

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

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

2.2.0 Recommendation

2.2.1 It is recommended that The Chair or Vice Chair and one of the Director of Education and Treasurer or Superintendent of Business are authorized on behalf of the Board to borrow from time to time by way of bankers' acceptance 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 \$20,000,000 to meet, until current revenue is collected, the current Capital expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to the Banker of the Board, currently CIBC, or from any other approved lender or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and one of the Director of Education and Treasurer or Superintendent of Business for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently CIBC, or from any other approved lender.



B.2 Director's Report To The Board

Date: 2022 11 01

Subject: 2022-2023 CAPITAL PROJECT BORROWING RESOLUTION

2.2.0 Recommendation (Continued)

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

2.3.0 Proposed Resolution

- 2.3.1 That the Chair or Vice Chair and one of the Director of Education and Treasurer or Superintendent of Business are authorized on behalf of the Board to borrow from time to time by way of bankers' acceptance 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 \$20,000,000 to meet, until current revenue is collected, the current Capital expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to the Banker of the Board, currently CIBC, or from any other approved lender or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and one of the Director of Education and Treasurer or Superintendent of Business for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Banker of the Board, currently CIBC, or from any other approved lender; (See Attachment B.2 #1)
- 2.3.2 The Director of Education and Treasurer or Superintendent of Business is authorized and directed to apply in payment of all sums borrowed plus interest, all of the money collected or received in respect of the current revenues of the Board.



CAPITAL PROJECTS BORROWING RESOLUTION 2022-2023

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 \$34 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 \$20,000,000 for capital projects in accordance with the Act.
2. The Chair or Vice-Chair and the Director of Education are authorized for and on behalf of the Board to execute and deliver all such documents to do such other acts and things as may be necessary to give full effect of this resolution.

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

Dated this 1st day of November 2022

.....
Jennifer Sarlo, Board Chair

.....
Lucia Reece, Director of Education

B.3 Director's Report to the Board

Date: 2022 11 01

Subject: **A BY-LAW TO PROVIDE FOR A 2023 EDUCATION TAX LEVY**

3.1.0 Background

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

3.2.0 Information

- 3.2.1** It is necessary for the Board to pass By-Law 2023-01 (Attachment B.3 #1) in order to provide for the receipt of a 2023 Education Tax Levy in accordance with the Education Act, Provincial Land Tax Act and related regulations noted above.

3.3.0 Recommendation

- 3.3.1** It is recommended that the Board read three times and approve By-law No. 2023-01 to provide for the receipt of a 2023 Education Tax Levy in accordance with the Education Act, Provincial Land Tax Act and related regulations noted above as described in the Director's Report to the Board of 2022 11 01.

3.4.0 Proposed Resolution

- 3.4.1** That the Board read three times and approve By-law No. 2023-1 to provide for the receipt of a 2023 Education Tax Levy in accordance with the Education Act, Provincial Land Tax Act and related regulations noted above as described in the Director's Report to the Board of 2023 11 01.

BY-LAW NO. 2023-01

A BY-LAW TO PROVIDE FOR A 2023 EDUCATION TAX LEVY

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

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

NOW THEREFORE the Algoma District School Board enacts as follows:

The rates set out in Ontario Regulation 400/98 and subsequent amendments to this regulation for the year 2023 are hereby levied in localities within the area of jurisdiction of the Board on the property indicated in section 257.7 of the *Education Act*.

ENACTED AND MADE AS OF THE 1st day of November, 2022.

Jennifer Sarlo, Chair

Lucia Reece, Director

Read three times and approved at the Regular Board meeting on November 1st, 2022.

B.4 DIRECTOR'S REPORT TO THE BOARD

DATE: 2022 11 01

SUBJECT: 2022-2023 CAPITAL PROJECT APPROVALS

4.1.0 Background & Information

4.1.1 Senior Administration staff reviews and participates in project tendering and contract approval with Plant Department staff. The Operations & Budget Committee met on 2022 10 27 with Administration staff to review and approve projects for Board consideration. Funds received from the Ministry of Education in annual grant allocations for Capital Projects must be directed to this activity only. Funds not expended in a given year must be placed in specific reserves to be used for capital expenditures in future budget years. Currently, total projects for potential award to contractors in 2022-23 amount to approximately \$15.3 million. Deferred Capital funding will be used to top up 2022-23 projects exceeding funding.

Facility Renewal Projects (FRP)

4.1.2 The Ministry of Education provides annual Facility Renewal Project (FRP) funding based on enrolment to School Boards. Plant Department has reviewed outstanding needs and have recommended FRP projects in line with funding (See attachment B.4 #1). Funding for Facility Renewal is \$3,356,727 in 2022-23.

School Condition Improvement Projects

4.1.3 The Ministry has continued to provide Boards with School Condition Improvement funding to address added school renewal needs. This funding has been allocated primarily based on each Board's number of schools and the school facilities inventory. Plant Department has reviewed outstanding needs and have recommended projects. Funding for School Condition Improvement Projects is \$12,013,180.

B.4 DIRECTOR'S REPORT TO THE BOARD

DATE: 2022 11 01

SUBJECT: 2022-2023 CAPITAL PROJECT APPROVALS

4.1.0 Background & Information (Continued)

Capital Priority Projects

4.1.4 The Ministry of Education is reviewing the Capital Priority process for Boards to make specific Business Case applications for its Board specific priorities. This funding is meant to specifically deal with Accommodation Pressures, Facility Conditions and School Consolidations.

4.1.5 An update will come in the future once the Ministry reviews its process.

4.2.0 Recommendation

4.2.1 It is recommended that the Board approve proceeding with the 2022-2023 Capital Projects, as identified in the Director's Report to the Board of 2022 11 01.

4.3.0 Proposed Resolution

4.3.1 That the Board approve proceeding with the 2022-2023 Capital Projects as identified in the Director's Report to the Board of 2022 11 01.

FACILITY RENEWAL PROJECTS, CAPITAL PRIORITIES PROJECTS, & SCHOOL CONDITION IMPROVEMENT PROJECTS

<u>School</u>	<u>Project Description</u>	<u>Budget Amount Requested</u>
Chapeau JK-12	Parking lot, exterior repairs and road signage	
River View P.S.	Interior upgrades	
White Pines C.&V.S.	Tech shop upgrades	
Korah C.&V.S.	West entrance upgrades	
Mountain View P.S.	Interior upgrades	
Tarentorus P.S.	School and daycare addition/renovations	
	Total	\$15,370,000



B. 5 Director's Report to The Board

Date: 2022 11 01

Subject: **APPROVAL OF POLICIES**

5.1.0 Background

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

6.27 Health and Safety Policy

5.2.0 Information

5.2.1 The following changes are being recommended:

Policy #	Section	Revision
6.27	6	- Supporting Procedures – replaced “Code Red/Code Green Emergency Procedure” with “Lockdown Procedure” - Supporting Templates and Forms – replaced “Code Red School Plan Template” with “Lockdown School Plan Template” - Other Resources – replaced “Code Red Training PowerPoint” with “Lockdown Training PowerPoint” - Paragraph 1 – corrected wording from “committed to provide and maintain a healthy and safe working and learning environment...” to “committed to providing and maintaining a healthy and safe working and learning environment...”

5.3.0 Recommendations

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

5.3.1 a 6.27 Health and Safety Policy

as outlined in the Director's Report of 2022 11 01.

5.4.0

Proposed Resolution

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

5.4.1 a 6.27 Health and Safety

as outlined in the Director's Report of 2022 11 01.

SECTION 6: OPERATIONS

Policy 6.27: Health and Safety Policy

Supporting Policies

[6.27.01 Workplace Violence Policy](#)

[6.27.02 Workplace Harassment Policy](#)

Supporting Procedures:

[Code Red/Code Green Emergency Procedures](#)

Supporting Protocols and Guidelines

Supporting Templates and Forms

[Code Red School Plan Template](#)

[Health and Safety Accident Report](#)

[Medical Release Form](#)

[Witness Statement Form](#)

[Workers Statement Form](#)

Other Resources

[Code Red Training PowerPoint](#)

Approved by Board Resolution #154-1998 06 23

Reviewed by Resolution #022-2015 01 27

Revised by Resolution # 088-2015 05 05

The Algoma District School Board is committed to provide and maintain a healthy and safe working and learning environment for all employees, students, volunteers and visitors. To support the commitment, both the Board and its employees are responsible jointly to implement and maintain a Joint Health and Safety Committee directed at promoting health and safety and preventing incidents involving occupational injuries and illnesses.

The Trustees, Director and Superintendents are responsible for the provision of information, education and training, equipment and resources to support the Internal Responsibility System.

Managers, Principals and Supervisors are accountable for the safety of workers within their area of jurisdiction for compliance with statutory and Board requirements.

Employees, students, volunteers and visitors are required to be knowledgeable about and comply with the provisions of the [Occupational Health and Safety Act](#) and its Regulations, and Board policies, procedures and guidelines associated with Health and Safety, and to report unsafe conditions.

Contractors and subcontractors performing work at any Board facility shall, as part of their contracts, agree to comply with all relevant workplace health and safety regulations/procedures/guidelines and to meet or exceed the Board's Health and Safety requirements.

All parties are expected to consider health and safety in every activity. A commitment to health and safety must form an essential and integral part of all Board activities.

SECTION 6: OPERATIONS

Policy 6.27: Health and Safety Policy

Supporting Policies

[6.27.01 Workplace Violence Policy](#)

[6.27.02 Workplace Harassment Policy](#)

Supporting Procedures:

[~~Lockdown Procedure Code Red/Code Green Emergency Procedures~~](#)

Supporting Protocols and Guidelines

Supporting Templates and Forms

[~~Lockdown School Plan Template Code Red School Plan Template~~](#)

[Health and Safety Accident Report](#)

[Medical Release Form](#)

[Witness Statement Form](#)

[Workers Statement Form](#)

Other Resources

[~~Lockdown Training Powerpoint Code Red Training PowerPoint~~](#)

Approved by Board Resolution #154-1998 06 23

Reviewed by Resolution #022-2015 01 27

Revised by Resolution # 088-2015 05 05

The Algoma District School Board is committed to providing and maintaining a healthy and safe working and learning environment for all employees, students, volunteers and visitors. To support the commitment, both the Board and its employees are responsible jointly to implement and maintain a Joint Health and Safety Committee directed at promoting health and safety and preventing incidents involving occupational injuries and illnesses.

The Trustees, Director and Superintendents are responsible for the provision of information, education and training, equipment and resources to support the Internal Responsibility System.

Managers, Principals and Supervisors are accountable for the safety of workers within their area of jurisdiction for compliance with statutory and Board requirements.

Employees, students, volunteers and visitors are required to be knowledgeable about and comply with the provisions of the [Occupational Health and Safety Act](#) and its Regulations, and Board policies, procedures and guidelines associated with Health and Safety, and to report unsafe conditions.

Contractors and subcontractors performing work at any Board facility shall, as part of their contracts, agree to comply with all relevant workplace health and safety regulations/procedures/guidelines and to meet or exceed the Board's Health and Safety requirements.

All parties are expected to consider health and safety in every activity. A commitment to health and safety must form an essential and integral part of all Board activities.



B. 6 Director's Report to The Board

Date: 2022 11 01

Subject: **APPROVAL OF POLICIES**

6.1.0 Background

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

6.54 Electronic Monitoring Policy

6.2.0 Information

6.2.1 The following changes are being recommended:

Policy #	Section	Revision
6.54	6	New policy created based on Bill 88, <i>Working for Workers Act, 2022</i>

6.3.0 Recommendations

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

6.3.1 a 6.54 Electronic Monitoring Policy

as outlined in the Director's Report of 2022 11 01.

6.4.0

Proposed Resolution

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

6.4.1 a 6.54 Electronic Monitoring Policy

as outlined in the Director's Report of 2022 11 01.

SECTION 6: OPERATIONS

POLICY 6.54: Electronic Monitoring Policy

Supporting Policies

[6.16 Video Surveillance Policy](#)

[6.42 Use of Information Technologies and Resources](#)

[6.49.01 Safe Schools Policy](#)

Supporting Procedures

[Video Surveillance Procedure](#)

Supporting Protocols and Guidelines

[Video Surveillance Guidelines](#)

Supporting Templates and Forms

Other Resources

[Education Act](#)

[Municipal Freedom of Information and Protection of Privacy Act \(MFIPPA\)](#)

[Guidelines for the Use of Video Surveillance \(Information and Privacy Commissioner of Ontario\)](#)

[Privacy and Information Management \(PIM\) Toolkit established for School Boards by the PIM taskforce](#)

[Bill 88, Working for Workers Act, 2022](#)

Approved by Board Resolution #

The Algoma District School Board is committed to transparency with regard to electronic monitoring. “Electronic monitoring” refers to employee monitoring that is done electronically. This Electronic Monitoring Policy (the “Policy”) governs the Board’s use of electronic monitoring.

Application

1. This policy applies to all employees, as defined by the Ontario *Employment Standards Act, 2000* (“ESA”).

Electronic Monitoring Practices

2. The following table outlines the electronic monitoring technologies utilized by the Board:

Tool	Circumstances	How	Purpose
Vehicle telematics / GPS	All fleet vehicles	On board sensors detect and report on vehicle location, vehicle maintenance, fuel	Fleet management

		consumption, and driving statistics.	and driver safety and security
Email tracking	Continuous	Software monitors all email messages sent or received by addresses within the Board's domain.	Network security
Internet Usage	Continuous	Software monitors all internet use within the Board's domain.	Network security
EDSBY	Continuous	Software records and stores all user activity and communication.	Software functionality
Microsoft Teams	Continuous	Software records and stores all user activity and communication.	Software functionality
Electronic key fob system	Each scan	An electronic sensor creates a record each time an authorized user scans their key fob and enters the employer's premises.	Facility security
Endpoint threat detection and response (ETDR)	Continuous	"ETDR" monitors the use of workstations (programs run, files read and written, etc.) and compares it against a baseline to detect abnormalities and potential unauthorized use.	Network security
Video surveillance	Continuous	Cameras record video footage of specific areas within the Board's facility.	As per Video Surveillance Policy

3. Nothing in this policy affects or limits the Board's ability to use information obtained through electronic monitoring.

Posting, Notice and Retention

4. When any amendment(s) is made to the Policy after its implementation, the Board shall provide each employee of the Board a copy of the amended Policy within 30 calendar days of the amendment(s) being made.
5. The Board shall provide a copy of this Policy to all new employees hired after its implementation within 30 calendar days of the employee commencing employment with the Board.
6. The Board shall retain a copy of this policy for three (3) years after the policy ceases to be in effect.

Amendments

7. This Policy may be amended from time to time at the Board's sole discretion. In the event that the Board amends this policy, it will provide an amended copy of the Policy to employees as outlined herein.