

RENFREW COUNTY DISTRICT SCHOOL BOARD

MINUTES OF INAUGURAL BOARD MEETING HELD ON DECEMBER 4, 2018

at 4:04 p.m.

MEMBERS: Present: M. Adam; L. Boland; N. Edge; M. Guenette; S. Humphries; B. Morris;
D. Kaiser; D. Shields, S. McCloskey (Student Trustee)

Absent
With Regret: S. Abbott (Student Trustee)

STAFF: P. Buffone; G. Bishop; S. Blok; B. McIntyre; J. Poirier; L. Schimmens;
J. Laderoute; S. McIntyre

The meeting was called to order. Pino Buffone, Director of Education and Secretary to the Board, chaired the meeting until the election of the new Chairperson.

Director P. Buffone gave the invocation.

Director Buffone announced the election of members to the Renfrew County District School Board. The Director then called on Trustees to make their Declaration of Office and Oath of Allegiance.

The Director of Education officially welcomed all members to the Renfrew County District School Board and presented Trustees Guenette and Edge with a silver lapel pin.

124. DECLARATION OF CONFLICTS

Director P. Buffone asked for declarations of conflict. None were forthcoming.

125. APPROVAL OF AGENDA

MOVED BY B. MORRIS, seconded by M. Adam that the Renfrew County District School Board approves the agenda for today's meeting.

The motion was CARRIED

126. CONFIRMATION OF MINUTES

MOVED BY D. SHIELDS, seconded by D. Kaiser that the Renfrew County District School Board confirms the minutes of the meeting held on November 27, 2018.

The motion was CARRIED

127. ELECTION OF CHAIRPERSON

The Director presided during the election of the Chairperson and asked for nominations from the floor for the position of Chairperson.

MOVED BY D. SHIELDS, seconded by L. Boland that Trustee Susan Humphries be nominated for the position of Chairperson of the Board for the coming year.

S. Humphries indicated that she was willing to serve as Chairperson of the Board.

ON MOTION OF D. SHIELDS, seconded by L. Boland nominations for the position of Chairperson of the Board were closed.

The motion was CARRIED

Trustee Susan Humphries assumed her position as Chairperson of the Board.

128. CHAIRPERSON'S ADDRESS

Chairperson S. Humphries thanked Trustee D. Shields for the nomination, Trustee L. Boland for seconding the nomination, and to all trustees for supporting her decision to represent all Trustees as the Chair of Renfrew County District School Board.

129. ELECTION OF VICE-CHAIRPERSON

The Chairperson presided during the election of the Vice-Chairperson and asked for nominations from the floor for the position of Vice-Chairperson.

MOVED BY L. BOLAND, seconded by M. Guenette that Trustee Bryon Morris be nominated for the position of Vice-Chairperson of the Board for the coming year.

Trustee Bryon Morris indicated that he was willing to serve as Vice-Chairperson of the Board.

ON MOTION OF L. BOLAND, seconded by M. Guenette nominations for the position of Vice-Chairperson of the Board were closed.

The motion was CARRIED

Trustee Bryon Morris assumed his position of Vice-Chairperson of the Board.

130. COMMITTEE STRUCTURE

The Board proceeded to set up the Committee Structure (see Appendix "B") and agreed that all members of the Board would sit on the Finance & Resources Committee, Program & Student Achievement Committee, Equity & Inclusivity Committee and the Committee of the Whole.

Trustees proceeded to elect the Chairpersons of the following Committees:

(a) Chairperson – Finance & Resources Committee

MOVED BY B. MORRIS, seconded by D. Kaiser that Trustee Leo Boland be nominated for the position of Chairperson of the Finance & Resources Committee.

Trustee L. Boland indicated that he was willing to serve as Chairperson of the Finance & Resources Committee.

ON MOTION OF B. MORRIS, seconded by D. Kaiser, nominations for the position of Chairperson of the Finance & Resources Committee were closed.

The motion was CARRIED

Trustee Leo Boland was declared Chairperson of the Finance & Resources Committee.

(b) Chairperson – Program & Student Achievement Committee

MOVED BY B. MORRIS, seconded by M. Adam that Trustee Dave Shields be nominated for the position of Chairperson of the Program & Student Achievement Committee.

Trustee D. Shields indicated that he was willing to serve as Chairperson of the Program & Student Achievement Committee.

ON MOTION OF B. MORRIS, seconded by M. Adam, nominations for the position of Chairperson of the Program & Student Achievement Committee were closed.

The motion was CARRIED

Trustee Dave Shields was declared Chairperson of the Program & Student Achievement Committee.

(c) Chairperson – Equity & Inclusivity Committee

MOVED BY B. MORRIS, seconded by D. Kaiser that Trustee Marjorie Adam be nominated for the position of Chairperson of the Equity & Inclusivity Committee.

Trustee M. Adam indicated that she was willing to serve as Chairperson of the Equity & Inclusivity Committee.

ON MOTION OF B. MORRIS, seconded by D. Kaiser, nominations for the position of Chairperson of the Equity & Inclusivity Committee were closed.

The motion was CARRIED

Trustee Marjorie Adam was declared Chairperson of the Equity & Inclusivity Committee.

(d) Statutory Committees, Standing Committees, Other – See Appendix “A”

MOVED BY D. SHIELDS, seconded by N. EDGE that the Renfrew County District School Board confirms the Trustee membership on the Audit Committee, Parent Involvement Committee, Policy Review Committee, Director’s Review, Indigenous Education Advisory, Pathways to Thrive, Student Senate, Calendar, Supervised Alternative Learning (SAL), Discipline, Renfrew County Joint Transportation Consortium Board of Directors, Director, Alternate and Voting Delegate for the Ontario Public School Boards’ Association.

The motion was CARRIED

131. Director’s Annual Report

The Director of Education, P. Buffone, presented his Director’s Annual Report. Director Buffone proudly went through the report to highlight the many achievements and moments of pride over the course of the 2017-2018 school year. See Appendix “C”. A copy of the 2017-2018 Director’s Annual Report will be posted on the Board’s website in January 2019.

MOVED BY S. HUMPHRIES, seconded by D. Shields that the Renfrew County District School Board receives the 2017-2018 Director’s Annual Report.

The motion was CARRIED

REPORTS TO THE BOARD FOR ACTION – SYSTEM REPORTS

132. Signing Officer and Borrowing Resolutions

(a)

MOVED BY M. ADAM, seconded by L. Boland that the Renfrew County District School Board approves the Signing Officer Resolution as follows:

Whereas the Renfrew County District School Board appoints signing officers each year,

BE IT THEREFORE RESOLVED that the Renfrew County District School Board signing officers for 2019 be:

- (i) The Chairperson of the Board, Susan Humphries
- (ii) The Vice-Chairperson of the Board, Bryon Morris
- (ii) A Pembroke Area Trustee, Leo Boland
- (iii) The Director of Education, Pino Buffone

The motion was CARRIED

(b)

MOVED BY B. MORRIS, seconded by N. Edge that the Renfrew County District School Board approves the Board Treasurer report as follows:

THAT the Board of Trustees with the Renfrew County District School Board appoint the Secretary of the Board (Director of Education) and the Treasurer of the Board effective January 2, 2019.

The motion was CARRIED

(c)

MOVED BY M. ADAM, seconded by D. Shields that the Renfrew County District School Board approves the Borrowing Resolution as follows:

Whereas Renfrew County District School Board, 1270 Pembroke Street West, Pembroke, Ontario, deems it necessary to borrow funds not to exceed \$12,000,000 at any one time to meet, until revenues are collected, the current expenditures of the Board for 2019,

BE IT THEREFORE RESOLVED as follows:

1. The signing officers are hereby authorized to borrow from the Bank of Montreal, Pembroke, Ontario, from time to time, a sum or sums not exceeding at any one time \$12,000,000 to meet, until revenues are collected, the current expenditures of the Board for 2019.
2. The signing officers are hereby authorized to sign on behalf of the Board and to secure with the Bank a line of credit for the sum or sums as borrowed with interest at such rate as the Bank from time to time may determine or as governed by an interest calculation agreement with the bank.

3. The Treasurer is hereby authorized and directed to furnish to the said Bank as it may from time to time request a statement showing the nature and amount of the estimated revenues of the current year not yet collected of the estimated revenues of the Board as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year, that have not been repaid.

4. All sums borrowed from the said Bank shall, with interest thereon, be a charge upon the whole or any part or parts of the revenues of the Board for the current year and for any preceding years, as and when such revenues are received.

5. The Treasurer is hereby authorized and directed to apply in payment of all sums borrowed from the said Bank, with interest thereon, all of the money hereafter collected or received on account or realized in respect of revenues for the current year and for any preceding years.

The motion was CARRIED

133. CHAIR'S UPDATE – See Appendix “B”

Chairperson, S. Humphries, presented her Chair's address.

134. INFOMATION ITEMS

Chairperson, S. Humphries, advised that this is the last meeting Superintendent of Business – Corporate Services, Lisa Schimmens, will be in attendance. Ms. Schimmens has accepted a position with the Ottawa Catholic School Board, effective January 2019. Trustees and Senior Administration expressed their gratitude and shared highlights of Lisa's work over the past almost two decades. Chair Humphries and Director of Education, P. Buffone, presented Superintendent Schimmens with a bouquet of flowers. On behalf of students, staff and all of RCDSB school communities thank you Lisa. We wish you continued success at the OCSB!

ON MOTION OF L. BOLAND, seconded by d. KAISER the meeting adjourned at 5:29 p.m.



2019 Committees of the Board

STATUTORY COMMITTEES		ADMINISTRATION
Audit	1. Chair of Finance and Resources: Leo Boland 2. Dave Shields 3. Marjorie Adam	P. Buffone Vacancy - Superintendent Tammy Hoffman Dawn White
PIC (Parent Involvement Committee)	1. Bryon Morris 2. David Kaiser	Pino Buffone Jonathan Laderoute
SEAC (Special Education Advisory Committee)	1. Bryon Morris 2. Mike Guenette Alternates: 1. Dave Shields 2. Marjorie Adam	Jacqueline Poirier Bill Smith Jayne Pantuso
SAL (Student Alternative Learning)	Trustee for the Family of Schools supporting the individual student	Jacqueline Poirier Steve Blok Vacancy - Superintendent
Discipline	1. Chair of the Board, Susan Humphries 2. Trustee 3. Trustee	Jacqueline Poirier Steve Blok Vacancy - Superintendent
STANDING COMMITTEES		
Finance and Resources	1. Chair: Leo Boland All Trustees	Administration Dawn White
Program and Student Achievement	1. Chair: Dave Shields All Trustees	Administration Linda Sluiman Sharon McCafferty
Equity and Inclusivity	1. Chair: Marjorie Adam All Trustees	Administration Linda Sluiman Sharon McCafferty
Committee of the Whole	1. Chair: Vice Chair of Board: Bryon Morris All Trustees	Administration Shelley McIntyre
Policy Review	1. Chair: Susan Humphries 2. OPSBA Board Director: Marjorie Adam 3. David Kaiser 4. Bryon Morris	Pino Buffone Jonathan Laderoute
Director's Review	1. Board Chair: Susan Humphries 2. Vice-Chair: Bryon Morris 3. Chair of Program and Student Achievement: Dave Shields 4. Director of Education: Pino Buffone	Pino Buffone
Indigenous Education Advisory	1. Leo Boland 2. Marjorie Adam	Vacancy – Superintendent Linda Sluiman
OTHER		
Pathways to Thrive (Character Education)	1. Dave Shields 2. Bryon Morris	Pino Buffone Jonathan Laderoute
Student Senate	1. David Kaiser 2. Susan Humphries	Pino Buffone Jonathan Laderoute
Calendar	1. Nic Edge	Vacancy – Superintendent Linda Sluiman
OPSBA (Ontario Public School Board Association)	Director: Susan Humphries Alternate: Marjorie Adam Voting Delegate: Dave Shields Alternate Voting Delegate: Susan Humphries	Pino Buffone Jonathan Laderoute
RCJTC (Renfrew County Joint Transportation Consortium)	1. Chair of Finance and Resources: Leo Boland 2. David Kaiser	Vacancy – Superintendent Dawn White
AD HOC (as needed)		

Chair's Address Dec 4, 2018

Thank you to the Board of Trustees for electing me as your new Chair. A special thank you to Dave Shields for the nomination and Leo Boland for seconding my nomination and to the entire Board for your support and faith in my abilities.

When I first became a Trustee in 2014, I had a lot to learn and I certainly had no desire to be the Chair. But as time progressed and I saw the responsibilities that the Board had to ensure we provided the very best education for our students, it then became clear to me that this was a place I really wanted to be – as part of a strong progressive board working with an excellent Senior Management team.

The Past 2 years as VC has been both challenging and rewarding. A number of key initiatives have occurred including hiring a new Director, working through a new strategic plan, and thinking about long term strategies regarding programming across the District resulting in a 5 year plan to become the “bilingual” school board offering excellent education in both English and French!. And there have been many more!!

The next term will be interesting with many key areas to focus on and somewhat uncertain direction from the Province.

Here are a few things that are top of mind for me:

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- updating our website- a key communications tool that is in desperate need of a revamp- and we have a plan and resources already working on it!
- Implementing our new strategic communications plan- ,this will give a better focus on how and when to tell the public about the key activities happening across the board - we do have lots of good news stories to tell
- Continuing to implement Framework4learning which focuses on the students learning needs to ensure they are well positioned for their place in the world and in future employment
- pathways to thrive- our focus on the well being of both students and staff- we know that this is vital for learning

- consistent delivery of programming across the district- a tremendous challenge but we have a plan to deliver a truly bilingual program for students no matter where they live
- and of course continuing to follow our current strategic plan which keeps us focused on our vision, mission and goals at all times.,

I have also been fortunate to be your representative at the Ontario Public School Board Association, along with Dave Shields as Eastern Regional VP and Marjorie Adam, as our representative on the Education Program Working Group. Renfrew County DSB definitely has a voice at the provincial level. Being part of the provincial group allows us to discuss our good news stories as well as our issues and concerns with other Boards across the province. OPSBA has become a strong advisory group to the Ministry of Education - which can only be a benefit as we continue to find common ground to work closely with Minister Thompson.

A few comments about our Board of Trustees- we have a dedicated and hard working team- a team that is truly focused on what is best for student achievement and well being in our District. I have enjoyed getting to know each of you over the past 4 years- I didn't know any of you when I came through the door for the first time!_ - and now I consider each of you to be a good friend and part of an excellent team. I must mention our student trustees- the fact that we now have 2 student trustees over a staggered 2 year term, speaks volumes about the importance of student voice. Teresa, Connor, Nic, and now Sean and Sam have offered and will continue to offer, so much to our board - we are very proud of the work they are doing both within the District but also as an influence provincially. I am looking forward to beginning our new 4 year term with a strong board with dedicated trustees- a special welcome to Trustee Guenette and Trustee Edge who will round out our Board very nicely!

Whenever I have the opportunity, I tell parents and the public how fortunate we are to have such a strong, dedicated staff and especially our senior management team. Our Director, Pino Buffone has been an excellent addition to our District. In less than 2 years he has made a significant impact with his strong leadership skills, his strategic forward

thinking abilities and commitment to strengthen the communications with all stakeholders especially staff and students.

His Senior team of Superintendents Schimmens, McIntyre, Bishop, Poirier, and Blok are providing excellent leadership in their areas of expertise and through their family of schools. We will be sorry to see both Gayle and Lisa leave us but we know that they are leaving for the right reasons and wish them both well in their new adventures- Gayle into retirement and Lisa with the Ottawa Catholic Board. And to round out the team, I have to mention and thank Shelley McIntyre and Jonathan Laderoute- both provide critical support to the Director as well as to the Board. They ensure that business runs smoothly and efficiently and always with care and courtesy. Thank you all for what you do every day.

In closing, I ask that you think about our motto:

Inspire -empower and achieve.

I firmly believe that this applies not only to the students and staff in our District but also to the Board of Trustees

I believe we are “inspired “ by our students and staff;

I believe we are “empowered” by our constituents who elect us to represent them

and I believe we will “achieve” great things by working together toward a common goal- so well expressed in our Mission statement:

“ we work together to create a dynamic, inclusive and respectful learning environment that supports and encourages individual achievement and well being and creates outstanding educational experiences for all our students.”

Thank you again for your support and I look forward to working with each of you over the next term.

Director's Message

I am pleased to provide an oral update on my Annual Report highlighting core elements of the District's work this past year. This report is a small sampling of the many activities and initiatives that staff and students have participated in over the course of another productive and rewarding year, and, will form examples that will be shared in the online and print versions early in the new calendar year. As Director, I am honoured to lead an organization of talented and passionate staff that work hard each and every day to build positive, inclusive learning environments which improve outcomes for students.

As with last year, this report highlights a variety of activities and initiatives that are directly attributable to RCDSB's Strategic Plan 2017-2020 and our Guiding Principles of Excellence in Teaching and Learning, Safe, Caring, Inclusive and Respectful Environments, and the Wise use of Resources.

Under our second Guiding Principle, for instance, the District prioritized the development of a system-wide strategy to support, on an ongoing basis, employee engagement and well-being. The purpose of this endeavour was to understand how our employees felt about their roles and responsibilities, and, how they perceived themselves as part of the organization. A staff well-being and engagement survey was issued to all employees – a first for our District. I am happy to report that this survey, *Guarding Minds @ Work*, captured the opinions of over 1,100 employees which represents over 80% of all staff who work for the District. This is a remarkable response rate for our organization.

The survey results were shared with all employees and staff have been encouraged to provide additional feedback in our ongoing effort to drill down to develop a more nuanced understanding of the circumstances that influence how employees engage their work, their colleagues and their students.

We have tasked a committee of staff, representing employee groups across the District, to help us strategize and ensure we capture as many perspectives as we can from across all departments and locations. This collaborative approach underscores our sincere effort to have all voices represented at the table and emphasizes our belief that if our students are to succeed and thrive, we must ensure that our staff are at their best...supporting a culture where our staff feel empowered, inspired and ready to contribute.

Under the same Guiding Principle, another action that supports student achievement and well-being is our Pathways to Thrive Framework.

This initiative began in 2014, when the Character Development Committee explored and integrated the work of Dr. Wayne Hammond at Onboard Education and his resiliency initiatives to create Pathways to Thrive. Shortly thereafter, pilot schools were designated in March 2016 to explore the RADs survey (Resiliency Assessing Developmental Strengths) with grades 5-12. Student and school profile analyses were provided along with guiding questions and intervention strategies.

From this pilot exercise, we learned more about the importance of building relationships with our students and recognized the need to continue to focus on building positive relationships within our school communities, between students and teachers, parents and teachers, and all staff members. This led us to develop the Pathways to Thrive Framework.

It incorporates overall Ministry of Education directives and aligns with Tier One Mental Health Promotion “Lead with CARE” and District Wellbeing Strategies. The Pathways to Thrive Framework honours the historical thinking and evolution of the team of character developers from character virtues to an action-oriented, inclusive focus on strength-based relationships. It allows for multiple entry points and pathways for students to thrive.

This year, to complement the release of this framework across the District this fall, we completed a video with staff and student testimonials. They speak from the heart about their first-person experience regarding positive relationship building. The video is an opportunity for us to reflect the experiences and voices of our staff and students in a very real way to the system at large. This video will be shared, along with a Director’s Dispatch on the topic, in the coming weeks.

Finally, as additional examples to share from the Guiding Principles of ‘Wise Use of Resources’ and ‘Excellence in Teaching and Learning” the District is excited to begin work on its International Education Strategy. This strategy supports the Ministry of Education in Ontario’s K-12 vision, with the goals of providing:

- enhanced course offerings and opportunities with an international context, to help Ontario K–12 students and educators build the global competencies, knowledge, and experiences needed to succeed in the worldwide economy;
- high-quality programs and services and a safe, welcoming environment for international students, to promote achievement and well-being and stimulate intercultural learning;
- opportunities to develop and share expertise among Ontario and international educators; and,
- pathways for international students studying in Ontario, from elementary/secondary school to postsecondary education and beyond.

In the first year of this endeavour, a key component will be the development of intercultural awareness and the sense of global citizenship through an exciting partnership with l’Académie Clermont-Ferrand in South-Central France.

In fact, a delegation from the region visited the county to explore options for student exchanges, staff exchanges and governance partnerships between the two jurisdictions. I am pleased to report that we are now in the final planning stages of coordinating an exchange program that will operate at two school sites – Renfrew Collegiate Institute

and Opeongo High School for the fall of 2019. This is an important first step as we build our International Education Program.

A second component of this strategy is the potential of entering an agreement with Muskoka Language International (MLI), a third-party organization that oversees the recruitment of both international students and homestay families in order to support an expansion of the cadre of international students attending our schools.

As we move forward, our staff remains committed, passionate and focused on doing their part to create the conditions that will ensure our students are healthy, happy and successful in their personal and professional pursuits.

Sincerely,

A handwritten signature in black ink that reads "Pino Buffon". The signature is written in a cursive style with a large initial "P" and a long, sweeping underline.

Pino Buffon
Director of Education