

**RENFREW COUNTY DISTRICT SCHOOL BOARD**

**MINUTES OF BOARD MEETING HELD ON SEPTEMBER 26, 2023**

**at 4:00 PM**

*Chairperson S. Humphries in the Chair.*

**TRUSTEES Present:** L. Boland; D. Dobson; M. Guenette; D. Kaiser; B. Morris; C. Ruddy; A. Beggs & G. Ding (Student Trustees)

**TRUSTEES Absent (With Regret):** K. Dougherty

**TRUSTEES Absent (Without Notice):** J. Primeau

**STAFF:** E. Kelly; J. Barnes; J. Poirier; R. Cousineau; J. Smith; K. Riddell; M. Caplan Jamieson; S. McIntyre; H. MacMillan

**1. CALL TO ORDER**

Chairperson S. Humphries called the meeting to order.

**2. TERRITORIAL ACKNOWLEDGEMENT**

Trustee D. Dobson read the Territorial Acknowledgement.

**3. INVOCATION**

The invocation was read by Vice-Chair L. Boland.

**4. APPROVAL OF AMENDED AGENDA**

MOVED BY M. GUENETTE seconded by B. Morris that the Renfrew County District School Board approves the amended agenda for today’s meeting.

**The motion was CARRIED**

**5. DECLARATIONS OF CONFLICT OF INTEREST**

Chairperson S. Humphries asked for declarations of conflict. None were forthcoming.

**6. APPROVAL OF MINUTES**

MOVED M. GUENETTE seconded by L. Boland that the Renfrew County District School Board confirms the minutes of the Board Meeting on August 29, 2023.

**The motion was CARRIED**

**7. PRESENTATION – SUMMER LEARNING 2023**

Superintendent J. Smith welcomed Supervising Principal Jennifer Schooley, along with the Liaison Teachers for the K-2 segment of the Summer Learning Program - Courtney Werger, Kendra Frolander, and Joe Graham. They delivered an informative presentation outlining this year's program, discussing its key aspects, which encompassed K-2 programming, student work experience initiatives, and cooperative efforts.

Principal Schooley explained the secondary summer programming component. Throughout the District, students had the opportunity to earn credits through eLearning courses provided by the consortium and

Cooperative Education. Impressively, more than 150 students collectively earned a substantial total of 171 credits, with nearly 100 of these credits being acquired through Cooperative Education. Additionally, the Summer Work Experience Program (SWEPE) offered students in special education programs a unique chance to engage in paid placements alongside mentors. This program not only provides valuable work experience but also fosters meaningful partnerships within the community, ultimately enhancing the learning journey for these students.

## 8. **COMMITTEE REPORTS TO THE BOARD**

### **Committee of the Whole Closed Session Report – September 26, 2023**

Vice-Chairperson L. Boland, Chairperson of Committee of the Whole, presented the Closed Session Report of Committee of the Whole from today's meeting.

MOVED BY L. BOLAND, seconded by M. Guenette that the Renfrew County District School Board adopts the Closed Session Report of the Committee of the Whole meeting.

**The motion was CARRIED**

### **Committee of the Whole Open Session Report – September 26, 2023**

Vice-Chairperson L. Boland, Chairperson of Committee of the Whole, presented the Open Session Report of Committee of the Whole from today's meeting.

MOVED BY L. BOLAND, seconded by B. Morris that the Renfrew County District School Board adopts the Open Session Report of the Committee of the Whole meeting.

**The motion was CARRIED**

### **Program & Student Achievement Committee**

Trustee M. Guenette, Chairperson of the Program & Student Achievement Committee, presented the Open Session Report of the Program & Student Achievement Committee meeting held on September 12, 2023.

MOVED BY M. GUENETTE, seconded by D. Dobson that the Renfrew County District School Board adopts the Open Session Report of the Program & Student Achievement Committee meeting held on September 12, 2023.

**The motion was CARRIED**

### **Finance & Resources Committee**

Trustee B. Morris, Chairperson of the Finance & Resources Committee, presented the Open Session Report of the Finance and Resources Committee meeting held on September 12, 2023.

MOVED BY B. MORRIS, seconded by M. Guenette that the Renfrew County District School Board receives the Open Session Report of the Finance and Resources Committee meeting held on September 12, 2023.

**The motion was CARRIED**

### **Special Education Advisory Committee**

Trustee M. Guenette presented the Report of the Special Education Advisory Committee meeting held on September 20, 2023.

MOVED BY M. GUENETTE, seconded by B. Morris that the Renfrew County District School Board receives the Report of the Special Education Advisory Committee meeting held on September 20, 2023.

**The motion was CARRIED**

**9. UPDATES****(a) Director**

Interim Director of Education E. Kelly presented her Director's Report. See Appendix "A".

**(b) Chair**

Board Chairperson S. Humphries presented her Chair's Report. See Appendix "B".

**(c) Student Trustees**

Student Trustees A. Beggs & G. Ding presented their Student Trustees Report. See Appendix "C".

**(d) OPSBA**

Chairperson S. Humphries stated that she and Trustee Dougherty attended a Board of Directors meeting this past weekend. Chair Humphries also highlighted that OPSBA's Advocacy Day at Queen's Park will take place in November, offering Trustees an opportunity to enhance their relationships with Members of Provincial Parliament and political staff.

**10. CORRESPONDENCE**

A letter of support for the Toronto Youth Cabinet Initiatives has been submitted to the Minister of Education and the Minister of Children, Community and Social Services.

**11. OTHER BUSINESS****Transportation Update**

Superintendent of Business, J. Barnes, shared an update on Transportation particularly the bus driver shortage pressures.

**Truth and Reconciliation Week**

Chairperson S. Humphries stated this week marks the observance of the National Day of Truth and Reconciliation, with our official commemoration scheduled for Friday, September 29, 2023. Trustee C. Ruddy and students from RCDSB are scheduled to engage in a 'Q&A' session with Indigenous Canadian Senators on Thursday, September 28, 2023.

**12. ADJOURNMENT**

MOVED BY B. MORRIS seconded by M. Guenette that the Renfrew County District School Board meeting of September 26, 2023 be adjourned. Time: 5:16 PM

**The motion was CARRIED**

RENFREW COUNTY DISTRICT SCHOOL BOARD

**COMMITTEE OF THE WHOLE  
CLOSED SESSION REPORT  
September 26, 2023**

TRUSTEES: L. Boland (Chair); S. Humphries; D. Dobson; M. Guenette; B. Morris; C. Ruddy (online);  
(First two items only) A. Beggs (Student Trustee, online); G. Ding (Student Trustee)

TRUSTEES: K. Dougherty; D. Kaiser  
(Absent with  
Regrets)

TRUSTEES: J. Primeau  
(Absent without  
Notice)

STAFF: E. Kelly (First two items only) J. Barnes; J. Poirier; R. Cousineau; J. Smith; K. Riddell;  
M. Caplan Jamieson; S. McIntyre; H. MacMillan

STAFF:  
(Regrets)

The Committee of the Whole of the Renfrew County District School Board met September 26, 2023 and discussed the following items in Closed Session:

- 1 Finance & Resources Committee Meeting Report from Sept 12, 2023 discussed a Personnel Matter.

**No recommendations were made. Bryon Morris moved to accept this report. Seconded by Mike Guenette.**

- 2 Audit Committee Meeting Closed Session report from Sept 13, 2023 was adopted.

**No recommendations were made. Mike Guenette moved to accept this report. Seconded by Dave Dobson**

- 3 *Senior staff and student trustees were excused from attending Committee of the Whole Closed Session. During the personal matter.*

**Recommendation to accept the material provided by Promeus. Moved by Susan Humphries seconded by Dave Dobson.**

I move that the Board adopts this report.

Leo Boland  
Vice Chair

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ADOPTED - September 26, 2023

RENFREW COUNTY DISTRICT SCHOOL BOARD

**COMMITTEE OF THE WHOLE  
OPEN SESSION REPORT  
Sept 26, 2023**

TRUSTEES: L. Boland (Chair); S. Humphries; D. Dobson; M. Guenette; D. Kaiser; B. Morris;  
(Present) C. Ruddy (online); A. Beggs (Student Trustee, online); G. Ding (Student Trustee)

TRUSTEES: K. Dougherty  
(Absent with Regrets)

TRUSTEES: J. Primeau  
(Absent without Notice)

STAFF: E. Kelly (Interim Director of Education); J. Barnes; J. Poirier; R. Cousineau; J. Smith; K.  
(Present) Riddell; M. Caplan Jamieson; S. McIntyre; H. MacMillan

GUEST:

The Committee of the Whole of the Renfrew County District School Board met on Sept 26, 2023 and discussed the following items in Open Session:

1. Audit Committee Meeting Open Session Report was presented. Following items were discussed:
  - 2023-24 Annual Report on Internal Audit
  - 2023-24 Regional Internal Audit Plan
  - Annual Reports to the Board from the Audit Committee, and
  - Audit Committee Letter to the Ministry of Education

**The following recommendations were presented and moved by Mike Guenette and seconded by Dave Dobson:**

**That the Renfrew County District School Board audit committee receives the information for the 2023-2024 Annual Report on Internal Audit Activities and approves the 2023-24 Regional Internal Audit Team Charter subject to appropriate authority signature when in place.**

**That the RCDSB audit committee recommends for approve the 2023-2024 Regional Internal Audit Plan as presented in Appendix A**

**That the Audit Committee approve the Annual Report to the Board of Trustees and Forwarded to the Ministry of Education for the year ended August 31, 2023 and that both reports be adopted by the Renfrew County District School Board at the September 26, 2023 Board Meeting.**

2. Year to Date Financial Status for 2022-2023 presented by Tammy Hoffman, Manager of Finance.
3. Year-Start Update for 2023-24 School Year: Work Plan & Work Plan for Staff presented by Intrim Director Kelly

The following recommendations were presented and moved by Mike Guenette and seconded by Susan Humphries:

**That the Renfrew County District School Board, Board of Trustees approve the Board Work Plan for the 2023-24 School Year.**

4. School Excursion Request presented by Kristin Riddell

**The following recommendation was made by Susan Humphries and seconded by Bryon Morris**

**THAT the RCDSB Board of Trustees approve the educational excursion to Europe in March 2024.**

5. Program Structure for French Immersion was presented by Jacqueline Poirier.

**For information only.**

I move that the Board adopts this report.

Leo Boland  
Chairperson

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ADOPTED - September 26, 2023



## PROGRAM AND STUDENT ACHIEVEMENT COMMITTEE

Open Session:   x  

Closed Session: \_\_\_\_\_

### REPORT TO BOARD

**TUESDAY SEPTEMBER 12, 2023**

**PRESENT:**

|                    |   |
|--------------------|---|
| Committee Members: | M. Guenette (Chair), K. Dougherty (online), D. Dobson, D. Kaiser, C. Ruddy, A. Beggs (Student Trustee - online), Grace Ding (Student Trustee) |
| Administration:    | E. Kelly, R. Cousineau, J. Poirier, J. Barnes, K. Riddell, J. Smith, H. MacMillan, M. Caplan Jamieson, A. Garcia                              |
| Guests:            | Doug Fiebig   |
|                    | S. Humphries, L. Boland, J. Primeau   |

**ABSENT:** (With Regrets)

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The Program and Student Achievement Committee met on Tuesday, September 12, 2023 to discuss the following item(s):

1. Update on ICT Plan 2022-2025;
2. Program and/or Service Review Cycle for 2023-2024 School Year: Year III of Implementation.

The following recommendation was made:

1. THAT the Renfrew County District School Board approve the Program and/or Service Review Cycle for the 2023-2024 school year.

Mike Guenette  
Chairperson



INSPIRE. EMPOWER. ACHIEVE.

## FINANCE AND RESOURCES COMMITTEE

Open Session:   X  

Closed Session: \_\_\_\_\_

### REPORT TO BOARD

**September 12, 2023**

**PRESENT:**

|                    |   |
|--------------------|---|
| Committee Members: | B. Morris (Chair), D. Dobson, K. Dougherty, M. Guenette, D. Kaiser, J. Primeau, C. Ruddy, A. Beggs and G. Ding (Student Trustees) |
| Administration:    | E. Kelly, J. Barnes, R. Cousineau, J. Poirier, K. Riddell, J. Smith, M. Caplan Jamieson, H. MacMillan, B. Murray                  |
| Guests:            |   |

**ABSENT:** (With Regrets) L. Boland, S. Humphries

The Finance and Resources Committee met on Tuesday, September 12, 2023 to discuss the following item(s):

1. Summer Capital Projects Report.

No recommendations were made.

Bryon Morris  
Chairperson

ADOPTED - September 26, 2023





## SPECIAL EDUCATION ADVISORY COMMITTEE

Open Session: x

Closed Session:

### REPORT TO BOARD

September 20, 2023

**PRESENT:** Committee Members: M. Guenette, B. Morris, S. Tait, N. Tabbert, A. MacKenzie, C. Brash, L. Rigby, M. Wagner, J. Francis

**ADMINISTRATION:** A. McGregor, S. Smith

**GUESTS:** T. Roach, S. Dolan

**ABSENT:** (With Regrets) D. Lacombe, A. Derochers

The Special Education Advisory Committee met in person and virtually on Wednesday Sept 20, 2023 and discussed the following:

1. Staff Updates
2. Report from the Board
3. Association Reports

No recommendations were made.

Amy MacKenzie,  
Chairperson

ADOPTED - September 26, 2023



**Board Meeting**  
**Interim Director's Update - Erin Kelly**  
**September 26, 2023**

I am pleased to be here in this beautiful region to take on the role of Interim Director of Education. I am very grateful for the welcome provided by the trustees and the senior staff. I would also like to acknowledge those working in the Board Office, as they have been very helpful and kind. A special thank you to those in the Director's Office for getting me all that I needed to get started. While my time here has been short, it has not gone without some observations. I have seen how very proud Renfrew County District School Board staff are of this organization - and with good reason.

It has been wonderful to learn of the deployment of the Chromebooks across the region and the excitement that has come with that. I also had the pleasure of visiting a couple of schools, specifically Pine View Public School and Herman Street Public School and I also had the chance to tour the new daycare facilities at Herman - the staff at Bamoonzhe were happy to show off their beautiful space. From the impressive outdoor spaces to the friendly staff and the engaged learners, a tour of the facilities spoke to the vision of the Board as we work to inspire, empower and achieve. I look forward to experiencing more sites.

I also had the pleasure of getting an overview of the summer capital projects at the first meeting of the Board and I was pleased to learn of the care taken to ensure that the District has welcoming learning environments for both staff and students.

The Board Work Plan in today's package provides an overview of the work happening this year for both the Board and the staff. This well-organized plan will guide the year's work and reflects the good thinking of the system leaders who have prepared it.

On another note, we have experienced some cases of COVID across the district and we will need to be conscientious re: health protocols. Please use the provincial COVID screener for direction and stay home if you are ill.

School openings do not happen without a lot of planning and commitment and I would like to say a sincere thank you to all those in the many roles needed to ensure a safe and welcoming beginning to the school year.

I look forward to the learning ahead.



**Board Meeting**  
**Chair's Update - Susan Humphries**  
**26 September 2023**

Welcome to Interim Director Kelly:

It is with great pleasure that I officially welcome our Interim Director of Education Erin Kelly. Most recently she has spent 10 years as Director of Education at the Greater Essex District School Board. I am thankful that Erin agreed to move across the Province and join us in the beautiful Ottawa Valley for the next several months.

School start up:

The first few weeks of the school year are exciting, interesting, challenging and nerve wracking for both staff and students. And we know there are challenges across the district (and the province) with regards to both transportation and staffing. I encourage everyone to be patient, kind and understanding as we all work toward providing the best educational experiences we can to our students. It will be a great year ahead!

BC and Alberta:

I have just returned from some time in British Columbia and Alberta visiting family and friends. It is always interesting to hear what is being discussed with regards to the public education system there. Not surprisingly there are many similarities and few differences. Both provinces provide free public education to children from kindergarten to Grade 12. BC requires all students to learn a second language (with French being the default) in Grades 5-8 while Alberta, French is optional but encouraged. Both provinces have standardized tests at Grade 6 and 9 (similar to Ontario). Interestingly both provinces have only about 1/3rd of the number of students as we have in Ontario. A few of their concerns include: staffing shortages (especially French Language teachers), transportation issues (due to driver shortages), mental health of students and staff as well as the need to focus on student achievement to ensure our students have the best possible opportunities for a successful and fulfilling future. I know that there are important conversations among the Ministries of Education as well as through teachers' federations/groups and the Canadian School Board Association. Hopefully we can all learn important things from each other that will ultimately benefit our students as they move through our system.

Condolences to the family of Elmer Raycroft:

Although I never had the opportunity to meet or work with Elmer Raycroft, I recognized his name as he not only was a school board trustee but also a Deputy Mayor of McNab Braeside. Mr. Raycroft passed away at the end of August and his obituary noted his significant time with the Renfrew County District School Board. He served for 17 years both as a trustee and Board Chair. I want to express our condolences to the family and thank them for the dedication and commitment to public education that Elmer expressed by serving our Board.



## **Student Trustees' Report for Tuesday, September 26, 2023**

### **Report Prepared By:**

**Ava Beggs and Grace Ding**

As Grace and I begin to adjust to our new busy schedules as Student Trustees and senior students, we have also been taking time to consider all of the possibilities for our Senate! As our first Senate date approaches, we will be meeting to finalize main goals and agenda items.

Also coming up in October is OSTA-AECO's FGM. This will be Grace's first opportunity to interact with and learn from other Student Trustees from across the province! My first FGM is when I became comfortable with my role, so I am looking forward to sharing that experience with her!

This Fall I will be applying to universities as well!

Overall, the last couple of weeks have been truly challenging but also extremely fulfilling. I am looking forward to an exciting Fall season!

Ava and I have many ideas for what we would like to achieve this year, and I am incredibly excited to start working with the Student Senate.

I am now beginning my work as the Eastern Regional Representative for public school boards at OSTA-AECO, so I am looking forward to speaking and working with the Student Trustees in our region!

Recently, I have also started to study for the SATs; I plan to take the test in March.

In these last few weeks, I have been making the exciting yet demanding change from Grade 10 to Grade 11. I am certain that these next few months will have many new and amazing learning experiences!