

**RENFREW COUNTY DISTRICT SCHOOL BOARD**

**MINUTES OF BOARD MEETING HELD ON NOVEMBER 28, 2023**

**at 4:45 PM**

***Chairperson S. Humphries in the Chair.***

**TRUSTEES Present:** L. Boland; D. Dobson; K. Dougherty; M. Guenette; D. Kaiser - departed 5:15 PM;  
C. Ruddy; A. Beggs & G. Ding (Student Trustees)

**TRUSTEES Absent (With Regret):** J. Primeau

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

**STAFF Absent (With Regret):** M. Caplan Jamieson

**1. CALL TO ORDER**

Chairperson S. Humphries called the meeting to order.

**2. TERRITORIAL ACKNOWLEDGEMENT**

Trustee M. Guenette read the Territorial Acknowledgement.

**3. INVOCATION**

The invocation was read by Chairperson S. Humphries.

**4. APPROVAL OF AGENDA**

MOVED BY K. DOUGHERTY seconded by D. Kaiser that the Renfrew County District School Board approves the agenda order 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 Organizational Board Meeting on November 15, 2023.

**The motion was CARRIED**

**7. PRESENTATION – Math Achievement Action Plan**

Superintendent of Education K. Riddell introduced System Principals Krista Recoskie and Shelley Gagne as well as Secondary Instructional Coaches Jana Belleau and Margaret Cruchet. The Math Achievement Action Plan initiative, mandated by the Ministry, focuses on activities within schools, collaborating with educators in their classrooms, and establishing connections to the Plan. Priority Action 1 emphasizes the curriculum implementation, incorporating proven strategies to support academic math achievement and providing students with differentiated opportunities. Priority Action 2 involves engaging in ongoing learning to enhance mathematics knowledge for teaching, while Priority Action 3 emphasizes understanding mathematics and ensuring that mathematical tasks, interventions, and supports are relevant and responsive. The team conducted an analysis of data and will continue in daily conversations and observations with students.

## 8. COMMITTEE REPORTS TO THE BOARD

### **Committee of the Whole Open Session Report – November 28, 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 K. Dougherty that the Renfrew County District School Board adopts the Open Session Report of the Committee of the Whole meeting.

**The motion was CARRIED**

### **Committee of the Whole Closed Session Report – November 28, 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**

### **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 November 15, 2023.

MOVED BY M. GUENETTE, seconded by K. Dougherty that the Renfrew County District School Board receives the Open Session Report of the Program & Student Achievement Committee meeting held on November 15, 2023.

**The motion was CARRIED**

### **Equity & Inclusion Committee**

Board Chairperson S. Humphries, Acting Chairperson of the Equity and Inclusion Committee, presented the Open Session Report of the Equity & Inclusion Committee meeting held on November 15, 2023.

MOVED BY S. HUMPHRIES seconded by L. Boland that the Renfrew County District School Board receives the Open Session Report of the Equity and Inclusion Committee meeting held on November 15, 2023.

**The motion was CARRIED**

### **Special Education Advisory Committee**

Trustee M. Guenette presented the Report of the Special Education Advisory Committee meeting held on November 15, 2023.

MOVED BY M. Guenette, seconded by D. Dobson that the Renfrew County District School Board receives the Report of the Special Education Advisory Committee meeting held on November 15, 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 the Student Trustees Report. See Appendix "C".

**(d) OPSBA**

Chairperson S. Humphries and Trustee K. Dougherty summarized discussion points from OPSBA's Board of Directors meeting this past weekend. OPSBA's lunchtime learning sessions attracted approximately 150 attendees. These informative sessions are available online. A survey will be distributed to gather feedback from those who attended these sessions. Registration is now open for the January 2024 OPSBA Public Education Symposium. Chairperson Humphries attended Advocacy Day at Queen's Park where approximately 40 Trustees had the opportunity to engage with 40 Members of Provincial Parliament (MPPs). The priorities addressed during these discussions included mental health, transportation, and special education. The day concluded with a reception in the evening, providing an opportunity for further interaction with MPPs and the Minister of Education.

**10. CORRESPONDENCE**

Chairperson S. Humphries referenced a copy of a letter forwarded on behalf of the Board regarding Accelerated Apprenticeship Pathway Proposal.

**11. OTHER BUSINESS**

None to report.

**12. ADJOURNMENT**

MOVED BY S. HUMPHRIES seconded by L. Boland that the Renfrew County District School Board meeting of November 28, 2023 be adjourned. Time: 5:49 PM

**The motion was CARRIED**

RENFREW COUNTY DISTRICT SCHOOL BOARD

**COMMITTEE OF THE WHOLE  
OPEN SESSION REPORT  
November 28, 2023**

TRUSTEES: (Present)	L. Boland (Chair); S. Humphries; D. Dobson; M. Guenette; D. Kaiser; C. Ruddy; J. Primeau (joined 2;30 online); K. Dougherty; G. Ding, A. Beggs (Online, 2:45);
TRUSTEES (Absent): STAFF (Regrets):	
STAFF: (Present)	E. Kelly (Interim Director of Education); J. Barnes; J. Poirier; J. Smith; K. Riddell; M. Caplan Jamieson; S. McIntyre; R. Cousineau H. MacMillan
GUEST:	Senior Managers, Tammy Hoffman and Bill Murray, Auditor Tami Sylvester

The Committee of the Whole of the Renfrew County District School Board met on November 28, 2023 and discussed the following items in Open Session:

1. Board Policies

The following motions were adopted.

**Be It Resolved THAT the Renfrew County District School Board of Trustees adopt the revised Policy 19 - Fraud Management as recommended by COSBO and endorsed by the Policy Review Committee.**

**Be It Resolved THAT the Renfrew County District School Board of Trustees adopt the new Policy 11 - Trustee Honoraria & Expenses as presented by the Board's Policy Review Committee.**

**Be It Resolved THAT the Renfrew County District School Board of Trustees adopts the revised Policy 9 - Board Operations as presented by the Board's Policy Review Committee.**

2. Audit Committee Meeting Open Report, presented by SO Jennifer Barnes & Tammy Hoffman, Manager of Finance.

The following motions were adopted.

**That the 2023-24 Regional Internal Audit Update That the Renfrew County District School Board Audit Committee receives for information the November 22, 2023 RIAT Update.**

**That the Renfrew County District School Board adopt the draft 2022-2023 Financial Statements, as audited and reported upon by Welch LLP, at their November 28, 2023 Board Meeting subject to the approval of the Renfrew County Joint Transportation Consortium Financial Statements for their year ended August 31, 2023, and Board approval of the internally restricted accumulated surplus transfers.**

3. Accumulated Surplus/Appropriation Transfers presented by SO Barnes, Senior Manager Hoffman, Auditor Tammy Sylvester.

The following motions was adopted.

**THAT the Renfrew County District School Board approves the internal appropriation in the 2022/2023 year as follows. Accumulated Surplus/Internally Appropriated 1. Transfer of \$1,151,457 from internally**

**appropriated for Retirement Gratuities to fund the current year amortization of the future benefit for retirement gratuities.**

**Transfer of \$940,000 from internally appropriated for ICT Plan to fund Grades 7 to 12 1:1 devices.**

4. Capital Priorities, presented by Senior Manager of Facilities Bill Murray

The following motion was adopted.

**THAT the Renfrew County District School Board approve the 2023-2024 Capital Priorities as presented in the amount of \$14,956,680.**

I move that the Board adopts this report.

Leo Boland  
Chairperson

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ADOPTED - November 28, 2023

## RENFREW COUNTY DISTRICT SCHOOL BOARD

**COMMITTEE OF THE WHOLE  
CLOSED SESSION REPORT  
November 28, 2023**

TRUSTEES: L. Boland (Chair); S. Humphries; D. Dobson; M. Guenette; C. Ruddy; J. Primeau;  
K. Dougherty; D. Kaiser

TRUSTEES:  
(Regrets)

STAFF: E. Kelly  
(Excused from Personnel item) J. Barnes; J. Poirier; R. Cousineau; J. Smith; K. Riddell;  
M. Caplan Jamieson; S. McIntyre; H. MacMillan

STAFF:  
(Regrets)

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The Committee of the Whole of the Renfrew County District School Board met November 28, 2023 and discussed the following items in Closed Session:

- 1 Audit Committee Closed Session Report of Nov 22<sup>nd</sup>, 2023  
For Information only.
- 2 Motions were adopted in closed session on negotiation and personnel matters.
- 3 *Student Trustees were excused from Closed session. Senior staff were excused from attending Committee of the Whole Closed Session during the personnel matter.*

THAT the RCDSB adopts the closed session report presented on November 28, 2023.

I move that the Board adopts this report.

Leo Boland  
Vice Chair



## PROGRAM AND STUDENT ACHIEVEMENT COMMITTEE

Open Session:   X  

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

### REPORT TO BOARD

**November 15, 2023**

**PRESENT:**

Committee Members:	M. Guenette (Chair), D. Dobson, K. Dougherty, C. Ruddy, L. Boland, S. Humphries, J. Primeau (virtual)
Administration:	E. Kelly, R. Cousineau, J. Poirier, J. Barnes, K. Riddell, J. Smith, M. Caplan-Jamieson, A. Garcia
Guests:	K. Recoskie, S. Gagne

**ABSENT:** (With Regrets) D. Kaiser, G. Ding (Student Trustee), A. Beggs (Student Trustee)

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The Program and Student Achievement Committee met on Wednesday, November 15, 2023 to discuss the following item(s):

1. Math Action Programming Plan - Report

No recommendations were made.

M. Guenette  
Chairperson

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ADOPTED - November 28, 2023



## EQUITY & INCLUSION COMMITTEE

Open Session:   X  

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

### REPORT TO BOARD

**November 15, 2023**

<b>PRESENT:</b>	Committee Members:	S. Humphries, M. Guenette, K. Dougherty, J. Primeau, L. Boland, D. Dobson, C. Ruddy
	Administration:	E. Kelly, R. Cousineau, J. Barnes, K. Riddell, J. Smith, M. Caplan-Jamieson, A. Garcia
	Guests:	A. Johnson, Shelley Gagne, Krista Recoskie
<b>ABSENT:</b>	(With Regrets)	D. Kaiser (Chair), G. Ding (Student Trustee), A. Beggs (Student Trustee)

The Equity & Inclusion Committee met on Wednesday, November 15, 2023 to discuss the following item(s):

1. Equity Annual Action Plan - Report

No recommendations were made.

S. Humphries  
Acting-Chairperson

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ADOPTED - November 28, 2023





## SPECIAL EDUCATION ADVISORY COMMITTEE

Open Session: x

Closed Session:

### REPORT TO BOARD

November 15, 2023

**PRESENT:** Committee Members: M. Guenette, L. Boland, S. Tait, A. MacKenzie, A. Derochers, D. Lacombe, C. Brash, L. Rigby, M. Wagner, J. Francis, S. Ward

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

**GUESTS:**

**ABSENT:** (With Regrets) J. Smith

The Special Education Advisory Committee met in person and virtually on Wednesday November 15, 2023 and discussed the following:

1. Staff Updates - Special Education AAP
2. Report from the Board
3. Association Reports

No recommendations were made.

Amy MacKenzie,  
Chairperson

ADOPTED - November 28, 2023



**Board Meeting**  
**Interim Director's Update - Erin Kelly**  
**November 28, 2023**

A lot of great things are happening across this beautiful district.

Student Success events are a great example of the initiatives and programs that we provide for our students. From the SHSM day October 24th to the World of Work and Jill of all Trades events, Renfrew County District School Board has much to celebrate as our students explore the possible pathways to their future.

On Oct 25th/2023, RCDSB and RCCDSB students had the opportunity to attend the *World of Choices* event at Algonquin College's waterfront campus. Approximately 100 grade 10 students from Fellowes and Valour were asked to list some potential career interests. Local employers and employees from those industries were then selected to be career mentors for these students. Students participated in a carousel of career 'speed dating' with these mentors that matched their interests. Local representation included entrepreneurs, tradespersons, financial and public service, emergency response, and many more.

On Oct 27th, young women and those who identify as women were invited to participate in Jill of all Trades, hosted by Conestoga College on the campus of Algonquin College. This event, offered for the first time in Eastern Ontario, allowed young women to explore skilled trades careers and participate in hands-on activities that may spark their interest in a skilled trades sector. Female role models and mentors guided RCDSB students through a series of workshops focusing on carpentry, electrical, network cabling, and arboriculture. Students also heard from an inspiring role model who encouraged them to not be afraid to take chances and change paths as they pursue their interests. Approximately 55 RCDSB students from Mackenzie, Valour, Fellowes, Opeongo, and RCI, in grades 9-12 attended the event.

November 8<sup>th</sup> was Indigenous Veteran's Day which was honoured across the school district through the lowering of flags as we reflected on the service of our veterans who fought for our freedom. Schools across the system also honoured our veterans on November 11. Those who were able to attend events shared that the ceremonies were powerful, touching, poignant and memorable. I had the chance to be at Cobden Public School to attend their Remembrance Day ceremony which was beautifully done and reflective of the local community and family members who have dedicated their service. Each grade came forward with a wreath to honour those who have served, a local member of the legion spoke to students and the ceremony was effectively and respectfully hosted by student leaders.

Our Student Support Fund was the recipient of some very generous donations. St. Andrew's Thrift Shop in Renfrew gave a special gift and it was wonderful to attend with Chair Susan Humphries and Meredith Caplan Jamieson to see the outstanding work happening there in support of the community and to also accept a generous donation. We are also very grateful for our friends at Home Hardware who were pleased to be giving to the fund. Their very generous support is so appreciated. We know that many will benefit from these contributions.

RCDSB was pleased to have a speaker to share with administrators about menopause and it was also great to share this topic with our larger community.

A recent email to parents that shared some of the great things taking place across the District, linked them to the platforms where they can follow these events and to committee/board meetings: our website, Facebook, YouTube, Instagram and LinkedIn. The email also shared our new social media guidelines and stated the new approach to X (formerly Twitter) primarily for use in urgent situations. This email saw a spike in 550% on Facebook and 65.4% on Instagram. Trustees are also encouraged to use LinkedIn for professional content.

OBSPA held some well thought out governance sessions to remind trustees and directors about good practices for effective board meetings. I was glad to be part of these sessions with our trustees.



**Board Meeting**  
**Chair's Update - Susan Humphries**  
**28 November 2023**

November began with much sorrow but thankfully some very positive things also occurred this month.

The Trustees and Board staff are already missing Trustee Morris who passed away on November 1st. We held a moving tribute to Bryon at our Committees meeting two weeks ago. His presence is being missed at every meeting and we will continue to carry on the key initiatives that were near and dear to Bryon.

On the upside, lots of excellent activities have occurred across the District. There were many excellent Remembrance Day events held at our schools and although I was unable to attend any assemblies this year, I know that students and staff put a lot of thought and effort into honouring our veterans.

The community support for our schools seems to be increasing and it is so appreciated. Cobden Public School was the recipient of some funds raised at the local Tim Horton's during their Smile cookie day. These funds help to ensure that there is nutritious food available for our students- we know this is critical to their learning environment. Thank you!

The Rotary Club of Renfrew has been a huge supporter of Central Public School in the past - you may recall their donation of funds and volunteer hours to install a new playground system. And they are continuing to fundraise and support this school. Thank you! And we know there are other examples as well.....thank you!

The Ontario Public School Board Association (OPSBA) has been busy this month. We held a regional meeting for the 5 Boards in the east region in early November. We heard about a unique partnership between the local schools and the theatre group where students have the opportunity to spend a semester learning all of the roles involved in putting on a play and then they perform their own play in the 2nd semester. Hearing from the students was heartwarming - so much learning and appreciation of the work involved in the arts. The Regional vice chair Karen McGregor from Limestone DSB hosted a professional development session on understanding each other's strengths and working together better as Boards of trustees. In addition, we discussed provincial priorities and the sharing of initiatives and issues across the region is always a great learning experience.

Also in November, the provincial OPSBA team facilitates and engages in Advocacy Day at Queen's Park. This is a significant event that allows the Board of Directors to personally meet with a variety of MPPs and their staff to discuss the issues and needs in education. This annual event has definitely raised the profile of education and OPSBA in the province and the media. Thank you to all of the OPSBA staff who work diligently to set up this very successful event.

And finally, thank you to the Board of Trustees for re-electing me as your Chair for one more year. Vice Chair Boland was also re-elected and we are looking forward to a very busy year ahead. Thank you to all trustees who volunteered to be on various committees - these are very important roles to ensure we support the work being done and provide direction and guidance as needed.



## **Student Trustees' Report for Tuesday, November 28, 2023**

### **Report Prepared By:**

**Ava Beggs and Grace Ding**

Over the past month, Grace and I have been busy planning for our November 23rd senate meeting. We met with Lisa Lariviere to discuss her speaking at our meeting on our Boards Mental Health Action Plan. Grace and I believed that it would be very beneficial to get student feedback on the plans that have been made so far! We discussed the importance of students' understanding of the continuum of physical and mental health, resources available for students, and upcoming services/initiatives RCDSB will be taking.

At our Senate meeting, we were also joined by Superintendent Cousineau to discuss our plans for implementing a reporting system.

I also have held an Equity, Inclusion, and Diversity meeting with my AIG for OSTA and have a retreat in early December to continue work on our initiatives.

Also, I attended a Public and Catholic Student Trustee joint meeting to discuss issues in our regions and to brainstorm ideas for future improvement.