

**RENFREW COUNTY DISTRICT SCHOOL BOARD**  
**MINUTES OF BOARD MEETING HELD ON SEPTEMBER 28, 2021**  
**at 4:18 p.m.**

**Chairperson B. Morris in the Chair.**

**TRUSTEES Present:** M. Adam; M. Guenette; S. Humphries; D. Kaiser; D. Shields; T. Novosedlik (Student Trustee)

**TRUSTEES Absent (With Regret):** L. Boland; N. Edge; J. Abbott (Student Trustee)

**STAFF:** P. Buffone; B. McIntyre; J. Poirier; S. Blok; R. Cousineau; J. Barnes; J. Laderoute; S. McIntyre; S. Cassidy-Rouleau

**STAFF Absent (With Regret):**

**1. CALL TO ORDER**

Chairperson B. Morris called the meeting to order.

**2. INVOCATION**

The invocation was read by Student Trustee Taylor Novosedlik.

**3. APPROVAL OF AGENDA**

MOVED BY D. SHIELDS seconded by M. Guenette that the Renfrew County District School Board approves the agenda for today's meeting.

**The motion was CARRIED**

**4. DECLARATIONS OF CONFLICT OF INTEREST**

Chairperson B. Morris asked for declarations of conflict. None were forthcoming.

**5. APPROVAL OF MINUTES**

MOVED BY M. GUENETTE seconded by S. Humphries that the Renfrew County District School Board confirms the minutes of the Board Meeting on August 24, 2021.

**The motion was CARRIED**

**6. PRESENTATION**

**Supporting Student Behaviour and Well-Being: Responding to the Special Education Review**

Superintendent of Education J. Poirier introduced Shannon Cassidy-Rouleau, Administrator of Tiered Supports. Ms. Cassidy-Rouleau explained that in response to feedback from the Special Education Review, detailed data was gathered from administrators and school support counsellors from February to June, 2021. That information resulted in a recommendations report and informed the choices for District-wide summer learning opportunities. Digging deeply into that summer learning has resulted in plans to streamline the District's evidence-based practices in order to provide common foundational supports that target student well-being and achievement simultaneously, as a cohesive whole. Ms. Cassidy-Rouleau stated that the work will begin across the District and in targeted schools in 2021-2022.

7. **COMMITTEE REPORTS TO THE BOARD**

**Committee of the Whole Closed & Open Session Reports – September 28, 2021**

S. Humphries, Acting Chairperson of Committee of the Whole, presented the Closed & Open Session Reports of Committee of the Whole from today's meeting.

MOVED BY S. HUMPHRIES, seconded by M. Guenette that the Renfrew County District School Board receives the Closed Session Report of the Committee of the Whole meeting.

**The motion was CARRIED**

MOVED BY S. HUMPHRIES, seconded by D. Shields that the Renfrew County District School Board adopts the Open Session Report of the Committee of the Whole meeting.

**The motion was CARRIED**

**Equity & Inclusion Committee**

Trustee M. Adam, Chairperson of the Equity and Inclusion Committee, presented the Open Session Report of the Equity & Inclusion Committee meeting held on September 14, 2021.

MOVED BY M. ADAM, seconded by M. Guenette that the Renfrew County District School Board receives the Open Session Report of the Equity and Inclusion Committee meeting held on September 14, 2021.

**The motion was CARRIED**

**Finance & Resources Committee**

Trustee S. Humphries, on behalf of Trustee L. Boland, Chairperson of the Finance & Resources Committee, presented the Open Session Report of the Finance and Resources Committee meeting held on September 14, 2021.

MOVED BY S. HUMPHRIES, seconded by M. Adam that the Renfrew County District School Board receives the Open Session Report of the Finance and Resources Committee meeting held on September 14, 2021.

**The motion was CARRIED**

**Special Education Advisory Committee**

Chairperson B. Morris advised that the Special Education Advisory Committee did not have a quorum for their September 15, 2021 meeting. No report was submitted to the Board.

8. **UPDATES**

**(a) Director**

Director of Education P. Buffone presented his Director's Report. See Appendix "A".

**(b) Chair**

Board Chairperson B. Morris presented is Chair's Report. See Appendix "B".

**(c) Student Trustees**

Student Trustee T. Novosedlik presented the Student Trustees Report. See Appendix "C".

**(d) OPSBA**

Trustee S. Humphries presented the OPSBA Report. See Appendix "D". Trustee D. Shields added that at the recent Board of Director's meeting, OPSBA President, Cathy Abraham, commented about meeting with the Student Trustee Association (OSTA). Of note, Ms. Abraham paid recognition of RCDSB Student Trustee

J. Abbott's impressive work and leadership with OSTA at the provincial level. Trustee Shields said how proud he was to hear of her fine efforts. Well done Jazzlyn!

9. **CORRESPONDENCE**

Chairperson B. Morris referenced copies of letters received from Educators for Human Rights, Halton DSB and Waterloo DSB.

10. **OTHER BUSINESS**

Chairperson B. Morris informed the Board of Trustees that Trustee N. Edge, who represents Arnprior and area, has advised him that his university school timetable this year conflicts with Board and Committee meetings. As such, Trustee Edge has requested permission to be absent, with regrets, for attending a series of these meetings when necessary for the next seven-month period. A discussion ensued regarding a number of aspects including: the potential circumstance where there may be an inability to have quorum for meetings; the perception on the role of a Trustee and; if Trustee Edge's constituents have been notified of this recent development.

**The following motion was moved by B. MORRIS, seconded by D. Kaiser:**

**THAT the Board of Trustees with the Renfrew County District School Board permit the absence of Trustee Nic Edge from all Board meetings, including committees, for a period of 7 months, and does so as an acknowledgement of the unique and temporary circumstances surrounding his ongoing post-secondary studies.**

**The motion was CARRIED**

11. **ADJOURNMENT**

MOVED BY D. SHIELDS seconded by M. Guenette that the Renfrew County District School Board meeting of September 28, 2021 be adjourned. Time: 5:43 PM

**The motion was CARRIED**

## RENFREW COUNTY DISTRICT SCHOOL BOARD

**COMMITTEE OF THE WHOLE  
CLOSED SESSION REPORT  
September 28, 2021**

TRUSTEES: S. Humphries (Acting Chair); M. Adam; M. Guenette; D. Kaiser; B. Morris; D. Shields;  
T. Novosedlik (Student Trustee)

TRUSTEES: L. Boland; N. Edge; J. Abbott (Student Trustee)  
(Regrets)

STAFF: P. Buffone; B. McIntyre; J. Poirier; S. Blok; R. Cousineau; J. Barnes; J. Laderoute; S. McIntyre;  
T. Hoffman

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The Committee of the Whole of the Renfrew County District School Board met on September 28, 2021 and discussed the following item in Closed Session:

1. Audit Committee Meeting Closed Session Report – September 15, 2021.

No recommendations were made.

I move that the Board receives this report.

S. Humphries  
Acting Chairperson

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ADOPTED - September 28, 2021

RENFREW COUNTY DISTRICT SCHOOL BOARD

**COMMITTEE OF THE WHOLE  
OPEN SESSION REPORT  
September 28, 2021**

- TRUSTEES: S. Humphries (Acting Chair); M. Adam; M. Guenette; D. Kaiser; B. Morris; D. Shields;  
T. Novosedlik (Student Trustee)
- TRUSTEES: L. Boland; N. Edge; J. Abbott (Student Trustee)  
(Regrets)
- STAFF: P. Buffone; B. McIntyre; J. Poirier; S. Blok; R. Cousineau; J. Barnes; J. Laderoute; S. McIntyre;  
T. Hoffman

The Committee of the Whole of the Renfrew County District School Board met on September 28, 2021 and discussed the following items in Open Session:

1. Audit Committee Meeting Open Session Report – September 15, 2021;
2. RCDSB Strategic Plan 2021-2025: An Introduction to the Multi-Year Strategic Plan and Work Plans;
3. Debrief regarding School & System Reopening for Fall 2021;
4. Policy Review Committee Update – Policies 2 & 3.

**The following were the recommendations:**

1. **Audit Committee Meeting Open Session Report – September 15, 2021**

**2020-21 Annual Report on Internal Audit Activities**

**That the Renfrew County District School Board Audit Committee:**

- a. receives the 2020-21 Annual Report on Internal Audit Activities;
- b. approves the 2021-22 Regional Internal Audit Team Charter; and
- c. receives for information the Quality Assurance Report Final Report.

**2021-22 Regional Internal Audit Plan**

**That the Renfrew County District School Board Audit Committee recommends for approval the 2021-22 Regional Internal Audit Plan.**

2. **RCDSB Strategic Plan 2021-2025: An Introduction to the Multi-Year Strategic Plan and Work Plans**

**THAT the Renfrew County Board of Trustees approve the Board Work Plan for the 2021-2022 School Year.**

3. **Policy Review Committee Update – Policies 2 & 3**

**THAT the Board of Trustees with the Renfrew County District School Board approve and adopt the following revised policies: Policy 2 - Board Job Description and Policy 3 - Director of Education Job Description.**

I move that the Board adopts this report.

## EQUITY AND INCLUSION COMMITTEE

Open Session:   **x**  

Closed Session:           

### REPORT TO BOARD

**September 14, 2021**

<b>PRESENT:</b>	Committee Members:	M. Adam (Chair), M. Guenette, D. Shields, S. Humphries, B. Morris, L. Boland, J. Abbott (Student Trustee), T. Novosedlik (Student Trustee)
	Administration:	P. Buffone, B. McIntyre, R. Cousineau, S. Blok, J. Poirier, J. Barnes, J. Laderoute, S. McIntyre, S. McCafferty, H MacMillan
	Guests:	
<b>ABSENT:</b>	(With Regrets)	N. Edge, D. Kaiser

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The Equity and Inclusion Committee met on Tuesday, September 14, 2021 to discuss the following items:

1. OurSCHOOL Survey – Report
2. Feedback from Trustee Survey

Feedback from Trustee Survey will be presented at a later date as Trustee Kaiser was unable to attend the meeting.

No recommendations were made.

M. Adam  
Chairperson

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ADOPTED - September 28, 2021



INSPIRE. EMPOWER. ACHIEVE.

## FINANCE AND RESOURCES COMMITTEE

Open Session:   X  

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

### REPORT TO BOARD

**September 14, 2021**

**PRESENT:**

Committee Members:	L. Boland (Chair), M. Adam, M. Guenette, S. Humphries, B. Morris, D. Shields, J. Abbott and T. Novosedlik (Student Trustees)
Administration:	P. Buffone, J. Barnes, S. Blok, R. Cousineau, B. McIntyre, J. Poirier, J. Laderoute, S. McIntyre, H. MacMillan, T. Hoffman, B. Murray
Guests:	

**ABSENT:** (With Regrets) N. Edge, D. Kaiser

The Finance and Resources Committee met on Tuesday, September 14, 2021 to discuss the following item(s):

1. Year to Date Financials 2020-2021 Report;
2. Update Regarding Air Quality Projects Report;
3. Summer Capital Projects Report;
4. Proposal for Communications Protocol for Principal & Vice Principal Placements Report; and
5. Update Regarding Status of Website Refresh.

No recommendations were made.

L. Boland  
Chairperson

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ADOPTED - September 28, 2021



**Board Meeting**  
**Director's Update - Pino Buffone**  
**28 September 2021**

With the first few weeks of the new school year behind us, our students and staff are settling nicely into the routines of teaching and learning environments, system-wide, whether that be in-person at school (for approximately 96% of our student population) or on-line at home (for close to 4% of our student population). As always, there are a number of engaging and exciting activities, events, initiatives and/or projects taking place in our school communities this month, including...

- Kind and Caring Kindergarten Orientation... as the interruption to in-person learning during the pandemic period has been so extensive over the past year-and-a-half, our elementary sites across the system were tremendously thoughtful in planning for the return of our youngest learners in the two-year kindergarten program. At Herman Street Public School, for instance, the staff welcomed five full classes of kindergarten students back to their site on September 7th with incredible care and commitment for the 'whole' child!
- Rejuvenation of Shared Spaces in Schools... a number of sites at both the elementary and secondary levels have taken the time and effort to refresh their places of shared usage (such as libraries, learning commons, gymnasias, and multi-purpose rooms) to ensure that they are well-prepared for a return to regular utilization by students and staff this fall, while following all health and safety regulations recommended by our local public health officials. These endeavours incorporated a heartfelt recognition of staff, past and present, including a wonderful acknowledgement of Mrs. Sharol Havey, who passed away last October, for her dedication and diligence for so many years in overseeing the library at McNab Public School.
- 'Tools in the Trades' Boot Camp... an opportunity for senior students in SHSM, OYAP and COOP programs to interact directly with industry partners of the skilled trade workforce who are actively looking to hire apprentices for the future... to be held at Fellowes High School (September 28th) and Renfrew Collegiate Institute (September 29th), respectively.

I would like to acknowledge, well beyond the proactive preparedness for entry to the kindergarten program highlighted above, that our talented staff across all of our sites at the elementary and secondary levels, as well as adult and continuing education, have exhibited poise and professionalism in meeting the needs of our learners upon the resumption of schooling this fall, for both in-person and on-line environments. A special shout-out as well to all staff in central departments for their tireless efforts throughout the summer months in ensuring a smooth start, operationally, at our schools. It has been a very busy start-up and I am very grateful for their collective efforts!

**National Day of Truth and Reconciliation - Thursday 30 September 2021**

In June of 2021, the federal government passed legislation that designates September 30th of each calendar year as a National Day for Truth and Reconciliation to commemorate the history and legacy of Residential Schools in Canada. Of importance to our organization and our county, with students in class on September 30th, the Ministry of Education has encouraged staff to allocate a portion of their day to age-appropriate opportunities for learning and reflection about Truth and Reconciliation. Each and every one of us has a responsibility to reflect upon our role in reconciliation with Indigenous peoples by educating ourselves regarding Indigenous history and cultures, the legacy of systemic discrimination and the residential school system, as well as their ongoing impacts on First Nation, Métis and Inuit peoples.





**Board Meeting**  
**Chair's Update - Bryon Morris**  
**September 28, 2021**

The first month of the 2021-2022 school year is just about over and it has gone quite smoothly, remarkably so considering all that we have been through in the last eighteen months of global pandemic. This speaks to the resiliency of our students and their families, the professional dedication of teaching staff and everyone else in the Board, and the burning desire of all to get back to some semblance of 'normal'. It also confirms to us that most students and their families desire the intimacy and personal connection of in-person learning. We also have learned valuable lessons on the use of on-line learning, especially important for those students who desire to learn using that format. Thank you to all families and staff for your patience as well as for your willingness to do whatever it took to keep students engaged and learning.

**RCDSB Renewed Strategic Plan**

As I write this (September 24) RCDSB Staff are participating in a very important P.A. Day in which the RCDSB Renewed Strategic Plan is being introduced. The Board of Trustees has been working with Senior Administration for the past year on the development of this Strategic Plan, has sought input from a variety of important stakeholders, and is very pleased with this 'roadmap' for education in our District for the next four years.

Our Vision is clear - essentially it is based on our motto! Collectively, it is our task to *inspire* our students, to *empower* them to meet the challenges that face them, so that they can *achieve* the goals they set for themselves, now and throughout their lives.

Our Renewed Strategic Plan has three priorities. First, we focus on Community Engagements and Partnerships (our schools are 'community schools' and our District is a 'community of communities'). Second, we commit ourselves to further Equity and Inclusion throughout the system so that all may have real opportunities to excel. Third, we affirm our essential task to be an emphasis on Excellence in Teaching and Learning! These priorities rest on a sound stewardship of resources and on a firm commitment to measurement.

This new Strategic Plan is a four-year journey in which we all seek to provide the best educational experiences possible for the students in our charge. The best is yet to come!



## **Student Trustees' Report for Tuesday, September 28, 2021**

### **General Report (Student Trustee Taylor Novosedlik)**

Over the past month, we have been working on collecting names for our student senators for the school year. Hannah MacMillan has also set dates for all of our senate meetings.

### **OSTA-AECO (Student Trustee Jazzlyn Abbott)**

At our last executive council meeting, we discussed our upcoming projects and conferences. FGM will take place November 4th-7th. Our first report will be called the Student Blueprint, which will be a summary of important past recommendations that have not been passed by the Ministry of Education or school boards. We will also be releasing a report this year about Student Trustee Governance. We will also be rebranding and revamping our Menstrual Equity handbook.

### **Report Prepared By:**

**Jazzlyn Abbott and Taylor Novosedlik**

OPSBA REPORT TO BOARD  
SEPTEMBER 28, 2021

- BOD on Saturday September 25, 2021
- A lot going on....between surveys, reports, communications, legislative updates, work team updates, organization review (Project Compass) and more
- I have sent the summary of the meeting as prepared by OPSBA to you- various items are directly linked to reports and other information
- Want to highlight a few things that I hope will pique your interest!
- Also offer opportunities for additional comments from Dave Shields as Regional Chair, Marjorie Adam as member of Policy work team as well as part of Project Compass, as well as Leo Boland who also is sitting on a Project Compass subcommittee

1) Two surveys that we all need to complete AND promote as we want in put from all stakeholders on these 2 important surveys:

A) Transitioning from the COVID 19 School

Experience is a discussion paper that was released in May 2021. As part of this work, OPSBA is asking for the education community's input.....by Nov 30<sup>th</sup>. The link will be in your summary but please promote this widely and we need to include it again on our social media pages.

B) Trustee Code of Conduct Consultations ( MoE)

again all school community stakeholders are invited to take this survey- short only about 10 minutes- link is in the summary but we have also just recently highlighted on our social media platforms Deadline Nov 1<sup>st</sup>.

2) Two reports were discussed:

a) Student Perceptions of On Line Learning ( Grade 5-12), 10,000 students responded. I will send you the report – our Board report too? Very interesting reading...

- b) Equity, Diversity and Inclusion at OPSBA- an equity audit on the organization with 29 recommendations coming from the report. If you are interested in this, I can get you a copy.
- 3) Program Work Team: an exciting possibility for a new SHSM is in the works. The Ministry of Education is very interested but not been finalized as yet- it would be a SHSM with an “education” focus. Need educators and staff; one component will likely be targeted to students interested in the education field and with an interest in French. Stay tuned for details....hopefully available in the fall of 2022.
- 4) Above and Beyond: Public Awareness Campaign  
 During Education Week (May 3-7), OPSBA launched the first phase of our Above and Beyond Campaign.  
 The goals of the campaign include highlighting the strengths of our public education system, dispelling misconceptions, raising awareness about the important role local governance plays in our system.  
 In the coming weeks, we will continue to add new stories from across the system, and assess how to continue the momentum of the campaign over the coming months as we get closer to a provincial election. \*\*\* looking for interesting stories of what is happening in our Boards.....
- 5) Project Compass: our indepth review of the OPSBA organization. Marjorie and Leo are on subcommittees, will be looking for input on various areas at our fall regional meetings – encourage you to attend these and provide your input on the role of OPSBA and how it represents the Boards across the province.
- 6) Continuing with virtual meetings till spring including PES which is schedule for Jan 27-29<sup>th</sup>.

Lots of other topics covered including Indigenous Education, Legislative updates, education funding, Labour Relations, OPSBA awards, accessibility, French as a second language project, and reports from the Canadian School Boards Association..... let me know if you want to know more about any of these topics....

Prepared by Susan Humphries,