



**REGULAR BOARD MEETING**  
To be held via teleconference  
Tuesday April 28, 2020 at 6:30 pm

**AGENDA**

**Dial in: 1-888-289-4573**

**Code: 473 8570**

**Opening and Land Acknowledgement**

We would like to open this meeting by acknowledging the traditional territories of the Anishinaabe, on which all schools of the NNDSB are situated. The Board Office is specifically located on the traditional territory of the Nipissing First Nation.

We value the cultures, histories and relationships with the Indigenous People of Turtle Island. We are grateful to be gathered here today.

**1.1 Call to Order**

**1.2 Attendance**

**1.3 Declaration of Conflict of Interest**

**1.4 Approval of Agenda**

Motion:

That the agenda for the Regular Board meeting of April 28, 2020 be approved.

**1.5 Approval of Minutes from Previous Meeting**

Motion:

That the minutes of the Regular Board meeting held on March 25, 2020 be approved.



## **2.0 Communication to the Board**

### **2.1 Information Items:**

- a) Electronic Board meetings  
Report included
- b) COVID-19 Health and Safety Update  
Report included
- c) COVID-19 Program and Learning Update  
Report included
- d) West Ferris Parking Lot Tender Update  
Report included
- e) Monthly Tender Report  
March 2020 to April 2020
- f) Student Trustee Election  
Report included

### **2.2 Director's Update** Report included

### **2.3 OPSBA Report** Trustee Steer

### **2.4 Student Trustees' Update** Report included

## **3.0 Items for Decision**

### **3.1 EL#7 Financial Condition**

#### Motion:

That the Board approve EL#7 Month End Finance report for the month of March 2020.



#### **4.0 Committees Reports**

##### **4.1 Standing Committees**

- a) Finance Committee  
– unofficial minutes dated April 21, 2020
- b) Multi-Year Strategic Planning  
- verbal update

##### **4.2 Ad Hoc Committees**

- a) Parry Sound Architecture Selection Committee  
- unofficial minutes dated April 22, 2020

##### **4.3 Staff Committees**

- a) 3:2 Consolidation Update  
Report included

##### **4.4 Legislated Committees**

- a) SEAC  
- unofficial minutes dated April 16, 2020

#### **5.0 Adjournment**

- 5.1 Motion:  
That we do now adjourn at \_\_\_\_\_ pm.



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Jay Aspin, Chair

Craig Myles, Director of Education

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The March 25, 2020 **Public Session Board Meeting** of the Near North District School Board was held via teleconference.

**Trustees Present:**

Jay Aspin, Chair  
John Cochrane, Vice-Chair  
Donna Breault  
Harry Fry  
Madelyn Meighan (student trustee)  
Louise Sargent  
Bill Steer

**Administrative Staff Present:**

Craig Myles, Director of Education  
Liz Therrien, Superintendent of Business  
Ros Bowness, Superintendent  
Tim Graves, Superintendent  
Gay Smylie, Acting Superintendent of Education

Liana Blaskievich, Corporate Affairs  
Maureen Egan, Recording Secretary  
Mairghread Knought, Information and Communication Officer  
Glenn Morrison, Manager of IT  
Lucio Pavone, Executive Officer

**Trustee Regrets:**

Brooklyn Beaucage (student trustee)  
Al Bottomley  
Rob Learn  
Nichole King

**Other:**

Members of Federations  
Members of the Press

## **Minutes of the Public Session Board Meeting of the Near North District School Board held March 25, 2020**

### **1.1 Call to Order**

Chair Aspin called the meeting to order at 6:00 pm and acknowledged the traditional territories of the Anishinaabe on which all schools of the NNDSB are located.

### **1.2 Attendance**

Attendance indicated that six trustees and one student trustee were present for this meeting.

### **1.3 Declaration of Conflict of Interest NIL**

### **1.4 Approval of Agenda**

Motion: 20-03-01 L. Sargent/H. Fry

That the agenda for the Regular Board meeting of March 25, 2020 be approved.

- **Carried**

### **1.5 Approval of Minutes**

Motion: 20-03-02 B. Steer/D. Breault

That the minutes of the Regular Board meeting held on February 25, 2020 be approved. - **Carried**

## **2.0 Communication to the Board**

### **2.1 K-12 Parry Sound Build**

Chair Aspin was pleased to visit Parry Sound High school on March 11 along with Trustee Learn to announce funding for the new school construction. He was also pleased to attend the SHSM dinner at PSH that evening as well.

### **2.2 Director's Annual Report**

Director Myles introduced the 2018-19 Annual Report that was included in the agenda. It will be posted on the Board's website and sent to the Minister of Education. The report highlights the excellent work of NNDSB. The Director noted the importance of this document which has not been given the emphasis required during the past number of years.

### **2.3 3:2 Consolidation Update**

Lucio Pavone provided a written report to the Board highlighting recent activity surrounding the 3:2 Consolidation. He thanked Executive Council for direction especially during the current COVID 19 challenges we are facing. He remains confident that we will continue to move forward.

### **2.4 Multi-Year Strategic Plan**

Trustee Steer referred trustees to the report included in the agenda. This three phase process is currently in the formulizing stages and the Committee will keep the Board apprised. It is likely that the retreat scheduled for April 14 and 15 will be cancelled.

2.5 Information Items

Monthly Tender Report: February 2020 to March 2020 – SBO Therrien  
Service Animals Administrative Guideline – SO Bowness

Trustee Fry asked questions surrounding the tender for the West Ferris bus loop improvements. Chair Aspin referred this matter to the Committee of the Whole meeting scheduled for April 14, 2020.

2.6 Director's Update

Director Myles thanked board office staff for their hard work during the last two weeks as we faced school and board office closures. He appreciated the efforts of Glenn Morrison and the IT department as they ensured board office staff were equipped to work from home.

Before the closures, Director Myles did have the opportunity continue school visits and also attend some OFSAA basketball games hosted by our community.

The Director informed the Board on necessary actions that are being undertaken in light of COVID 19 and school closures including: twice weekly teleconferences with the ADM of Education; teleconferences with the Council of Directors and teleconferences with our principals and vice principals and managers to ensure information is shared accordingly. He is ensuring that our website contains all necessary information for our community and will be updated twice if not more per week. He thanked everyone for their patience as we navigate next steps.

Chair Aspin thanked Director Myles and noted the extreme havoc COVID 19 is creating. As a member of the Ontario Health Board of Directors he is aware of the latest in pandemic information thus he stressed the severity of the virus.

Chair Aspin noted the transformation of our website and announced that a NNDSB app will be made available shortly.

Chair Aspin made note of the Special Advisors' report detailing the understaffing of the Director's office. As a result we have hired Liana Blaskievich as Corporate Affairs Officer. This will be a tremendous assistance to the Director. He reminded the board that due their good work with the reduction of SOs the board has the flexibility to address need in the Director's office as outlined by the Special Advisors Report.

2.7 OPSBA Report

Trustee Steer advised that the Labour conference scheduled for the end of April has been cancelled and that to date the AGM in June is still scheduled.

2.8 Student Trustees' Update

Student Trustee Meighen highlighted her written report that was included in the agenda.

**3.0 Items for Decision**

3.1 EL#7 Financial Condition

Motion: 20-03-03, J. Cochrane/H. Fry

That the Board approve EL#7 Month End Finance Report for the month of February 2020. - **Carried**

Trustees asked SBO Therrien various questions surrounding implications on the NNDSB budget given the current provincial crisis. SBO Therrien provided trustees with a verbal update on what she has been made aware of regarding the provincial budget and the GSNs. Further discussions and an update will be provided at the CW on April 14.

**4.0 In-Camera**

4.1 Motion: 20-03-04, H. Fry/L. Sargent

That the Board move into In-Camera at 7:25 pm. - **Carried**

4.2 Arise and Report

Motion: 20-03-05, D. Breault/L. Sargent

That the Board arise and report from In-Camera. - **Carried**

**5.0 Motion to Adjourn**

Motion: 20-03-06, H. Fry/L. Sargent

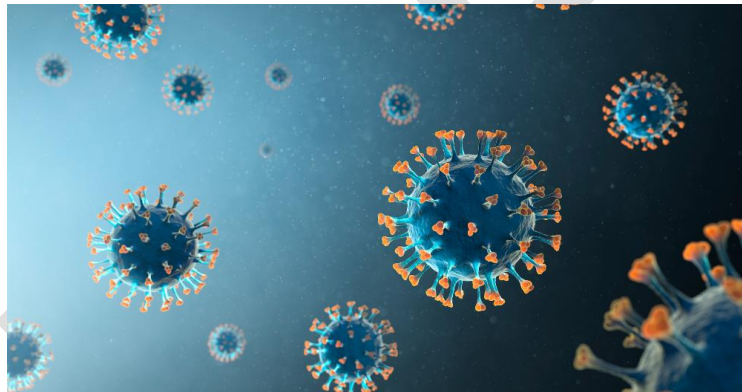
That the Board meeting of March 25, 2020 adjourn at 7:48 pm. – **Carried**

<b>Title:</b>	Electronic Meetings Platform – April 28, 2020 to the Board
<b>Contact:</b>	Glenn Morrison, Manager of Information Technology
<b>Background:</b>	<p>At the April 14 Committee of the Whole meeting, Trustee Sargent suggested we consider alternate online platform services for our public meetings such as Zoom instead of using the current Pragmatic teleconferencing service.</p> <p>We initially used the teleconference mode of communication for the Board meetings because we were under time constraints to coordinate a quick and easy means of communication. Since that time, we have been investigating other options and arrived on the Microsoft Teams platform as the preferred platform.</p>
<b>Recommendation:</b>	<p>Near North District School Board has been using and is heavily vested in the Microsoft 365 platform. Microsoft 365 is used by our students, our teachers, our school and Board office administrators along with all our support staff. Microsoft 365 is a comprehensive suite of collaboration and productivity tools which includes the Microsoft Teams video and audio conferencing platform.</p> <p>Microsoft Teams would be recommended rather than using the Zoom platform due to many security concerns we have using Zoom. With Microsoft Teams being fully integrated in the overall Microsoft 365 platform, Teams is the only conferencing solution where we can guarantee that meeting attendees are fully authenticated and that the online meeting environment is secured.</p>
<b>Next Steps:</b>	<p>In order to move Trustees from the current Pragmatic Teleconferencing platform to the online Microsoft Teams platform the following would need to occur. Trustees who have reliable Internet connectivity at their home would need to schedule a phone call with a representative from the Board Technology department to receive a brief training session. During this phone call we would ensure each trustee has access to and knows how to enter a Teams online meeting; learns how to properly authenticate to a Teams online meeting; and learns how to effectively use the meeting controls to mute/unmute, turn on and off camera, use chat features, and how to exit the meeting.</p> <p>Trustees who do not have reliable internet at home would be provided with an audio conferencing number to join into the Teams meeting via audio only.</p>

<b>Public Participation:</b>	<p>A 1-800 number would be attached to our Microsoft Teams audio conference option for public participation.</p> <p>Members of the public joining into these meetings would be given the option of joining online or via audio only. Members of the public joining these meeting would need to wait in the "virtual lobby" prior to entering the online Board meeting.</p>
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## THE 2019-2020 COVID-19 GLOBAL PANDEMIC - The Near North DSB Health and Safety Response



Date: April 18, 2020

Prepared by Jason Mirtl – Health and Safety & Maintenance Officer and James  
Coventry – Health and Safety & Maintenance Coordinator

For: Near North DSB Director Myles, Chair Aspin and Board of Trustees

## THE NEAR NORTH DSB HEALTH AND SAFETY RESPONSE

### PREFACE

The health and safety of all students, staff and school communities is always the Near North District School Boards top priority. Given the unprecedented events related to the COVID-19 Global Pandemic, this report has been prepared for The Near North Board of Trustees to provide a detailed account of the measures taken by the Senior Executive Team while working closely with the Near North Health and Safety Team.

### NEAR NORTH HEALTH & SAFETY TEAM

The Near North District School Board (NNDSB) is committed to ensuring safe and healthy working and learning environments for all employees, students, volunteers, visitors, trustees and contractors performing work on behalf of the Board.

The NNDSB embraces the concept of the Internal Responsibility System (IRS) and expects all workplace parties to participate in managing and enhancing health and safety related activities. The NNDSB believes that commitment to health and safety must form an integral part of its operations and that it is incumbent on all employees and all levels of management to consider health and safety in every activity.

The NNDSB is responsible for the development, implementation, maintenance, monitoring and continuous improvement of Near North's Health and Safety system to comply with legislation and foster a safe and healthy culture and learning and working environment.

Liz Therrien – Superintendent of Business

Jason Mirtl – Health and Safety & Maintenance Officer

James Coventry – Health and Safety & Maintenance Coordinator

### COVID-19

On Dec. 31, 2019, Chinese authorities alerted the World Health Organization of pneumonia cases in Wuhan City, Hubei province, China, with an unknown cause. What started as a mystery disease was first referred to as 2019-nCoV and then named COVID-19. The disease first arrived in Canada on January 25, 2020, after a man returned to Toronto from travel in China, including Wuhan; the case was confirmed on January 27. As of April 16, 2020, there have been 31,927 confirmed cases in Canada, 10,543 recoveries, 1,310 deaths and over 480,000 tests performed.

To date, the Near North District School Board has worked collectively and proactively with many health and safety and community partners, on very thin timelines, to ensure our policies, procedures and protocols are constantly modified or created considering

## THE NEAR NORTH DSB HEALTH AND SAFETY RESPONSE

the rapidly changing events due to COVID-19. The Board has taken a phased approach to ensuring all staff, students and facilities continue to remain safe and secure while working diligently under current Government Emergency Management and Civil Protection Act Ontario Regulation 82/20 and amendment, Ontario Regulation 119/20.

The continuity of learning remains a top priority. Additional targets have been met regarding controlled access to schools/sites in order that teachers, educational and professional support staff and administrative staff be provided opportunities to retrieve technology and resources in order to continue to work remotely from home. Additional access is planned for the week of April 20, in order to provide a protocol for the commencement of curbside pick-up of technology for students and families without access to technology as well as pick-up of prescribed SEA equipment including assistive technology and mobility equipment for our special needs students. Simultaneously during the week of April 20, planning continues with regard to developing plans to provide hard copy learning materials for students who can not access technology. Strict facility access protocols have been developed and are being adhered to with the Near North Health and Safety Team playing a vital role.

### **The Near North District School Board: Our United Response to COVID-19:**

#### **Planning and Awareness**

##### **Pandemic Preparedness Plan (Mid-January - Present)**

- From the onset of COVID-19, your Health and Safety Team have been actively following this virus from its onset and modified the existing NNDSB Pandemic Preparedness Plan as early as mid-January 2020, prior to OSABO's initial discussions regarding COVID-19. The goal of this Pandemic Plan is to ensure clear communication, and effective problem solving when working with staff, our community and the North Bay Parry Sound and Simcoe Muskoka District Health Units in a coordinated response to issues as they arise. As such, the NNDSB has clearly defined the roles and responsibilities of all departments and management staff before, during and after a pandemic. This plan has been instrumental in helping to guide our response while still providing the flexibility to adapt to any sudden government orders due to the COVID-19 pandemic.
- Completion and passage of Pandemic Response Plan mid-February to Senior Administration.

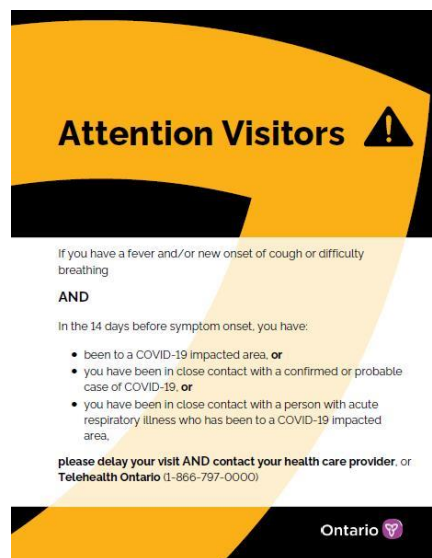
## THE NEAR NORTH DSB HEALTH AND SAFETY RESPONSE

### COVID-19 Safety Information for All Staff (February-Present)

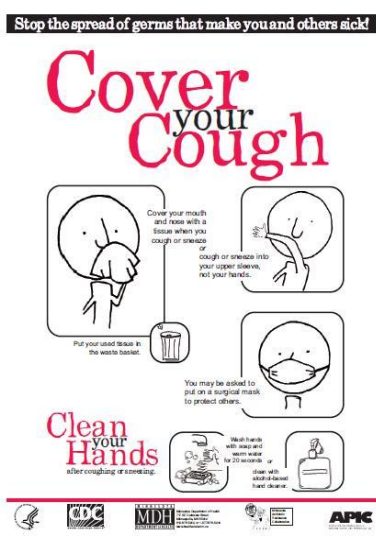
- Arranged to have a Public Health Nurse in the Communicable Disease Control Program with the North Bay Parry Sound District Health Unit, speak to the Near North Multi-Site Joint Health and Safety Committee (JHSC) regarding COVID-19. The JHSC is comprised of representatives of each union and non-union group at Near North. Excellent information was provided to the committee regarding everything known about COVID-19 and recommended safety practices.
- Briefing of COVID-19 information and preventative measures to the JHSC.
- Provided measures and protocols regarding COVID-19 prevention to all staff such as, safe practices including self-assessment tools, physical distancing protocols, sneeze and cough information and hand washing techniques posted at all school and site entrances mid-March including International, Federal, Provincial and Municipal information. (Appendix 1-3)
- Created a direct link on the NNDSB Employee Portal to the North Bay Parry Sound Health Unit's COVID-19 information page so all employees have a direct link to all current information related to the pandemic.
- Constantly working with many community partners such as North Bay Parry Sound and Simcoe Muskoka District Health Units, City of North Bay and the North Bay Regional Healthcare Centre to ensure best practices are in place to assist in a regional response to COVID-19.
- Daily monitoring and posting of news items on the Health and Safety Portal prior to sending home of staff and direction from Director.
- Regular information provided to employees, parents and media outlets from the Directors Office using all board platforms of communication.

**THE NEAR NORTH DSB HEALTH AND SAFETY RESPONSE**

Appendix 1.



Appendix 2.



Appendix 3.



**Schools and Board Facilities**

**Cleaning and Disinfecting Practices (Late February – Present)**

- Although our schools and facilities are always well maintained and very clean thanks to our fine custodial team, early direction was provided to ensure extra cleaning and disinfecting practices were put in place from the month of February until the government closed schools. This would include highly touched items such as door handles and pulls, faucet, fountain and toilet handles, as well as paper towel dispensers and hand dryers.
- Proactive attempts to procure wall mounted, hand sanitizer distribution stations including enough alcohol-based hand sanitizer for all NNDSB schools and facilities. Unfortunately, due to extreme supply shortages, our shipment remains on backorder. As such, Custodial and Maintenance teams performed a thorough search of all existing buildings and sites for any available hand sanitizer to be used during staff access which are now strategically located at main entrances of access for staff.
- Special custodial arrangements at Board Office due to limited staff members accessing for essential services of payroll and accounts payable to ensure heightened sanitation when staff leave, shift of 4-8 p.m.
- When it is announced that schools will re-open, there will be a scheduling of a deep clean to be conducted by all custodians of all of our schools and sites to

## THE NEAR NORTH DSB HEALTH AND SAFETY RESPONSE

ensure they are safe learning and working environments ready to receive staff and students.

- Ensuring custodial staff, full fleet in on days of access to facilities, following staff members to ensure all surfaces touched are wiped down and sanitized.
- Rapid inventory taken of custodial Personal Protective Equipment (PPE) and supplies including, masks, vinyl/nitrile gloves and sanitization supplies to assist in anticipated staff school access times.
- All Near North schools and facilities, although closed while adhering to the Provincial School Closure Order, are monitored 24/7 by our security/fire monitoring service. Regular school checks are being performed by Facilities Supervisors, Lead Custodial Staff and Maintenance Staff.
- Maintenance staff are providing emergency services when called upon following our strict building access protocols and are assisting in many other duties as assigned.

### Board Playground and Field Closures (March)

- Proactive measures were taken to begin closing board playgrounds and athletic fields before the Provincial Emergency Order was released.
- Special COVID-19 playground closure signage was ordered and quickly posted at all sites with playground structures. (Appendix 4.)



Appendix 4

## THE NEAR NORTH DSB HEALTH AND SAFETY RESPONSE

### **Continuity of learning at Near North- Responding to the Ministry of Educations Commitment to Continue the Delivery of**

#### **Health and Safety – Building Access Protocol Development (March – Present)**

- While closely following COVID-19 trends and shared information from numerous school boards, health agencies and partners throughout the Province, the Health and Safety Team has been instrumental in providing many draft protocols for staff to safely access our buildings when retrieving necessary equipment (technology) and resources to engage with students and parents. These protocols have been amended on a regular basis as new information regarding COVID-19 is released. Some of the Health and Safety protocols developed to date are as follows:
  - I. Protocol for Teaching Staff to Access Near North DSB Schools During Closure – Successfully executed as planned April 9, 2020.
  - II. Protocol for Remaining Support Staff to Access Near North DSB Schools During Closure Period – Successfully executed as planned April 15, 2020.
  - III. Deploying and Distributing Devices and/or Equipment to Students/Parents/Guardians at the School – Planned for April 23, 2020.
  - IV. Deploying and Distributing SEA Equipment to Students/Parents/Guardians at the School – Planned for April 23, 2020.
  - V. NNDSB Curbside Pick-Up Protocol for Staff and Parents/Guardians – Planned for April 23, 2020.
- All protocols are being shared with and vetted with appropriate NNDSB Union Federation Leaders for input and endorsement to ensure a collective adoption of these protocols to ensure all employees, parents and guardians remain safe and aware of our required processes.
- Safety practices put in place while mobilizing staff to work from home once school closures announced.
- Respecting that the virus can live on surfaces up to four days, access to facilities is strategically planned to ensure sufficient number of days between access periods, so that our facilities remain safe and low risk.

### **Our Partners in Health and Safety During the COVID-19 Pandemic**

As mentioned earlier in this report, it is important to list the resources who are playing a vital role in assisting and supporting our board during the COVID-19 crisis.

- The Ontario Association of School Business Officials (OASBO) Provincial Health and Safety Committee.
- Numerous Ontario School Boards.
- The North Bay Parry Sound District Health Unit.

## THE NEAR NORTH DSB HEALTH AND SAFETY RESPONSE

- The Simcoe Muskoka District Health Unit
- Our board legal team.
- The Ontario School Boards' Insurance Exchange (OSBIE).
- The Council of Ontario Directors of Education (CODE).
- Council of Ontario Senior Business Officials (COSBO)
- Health Canada.
- The Government of Ontario.
- Multiple local partners and businesses.
- The World Health Organization (WHO)
- All Near North staff.

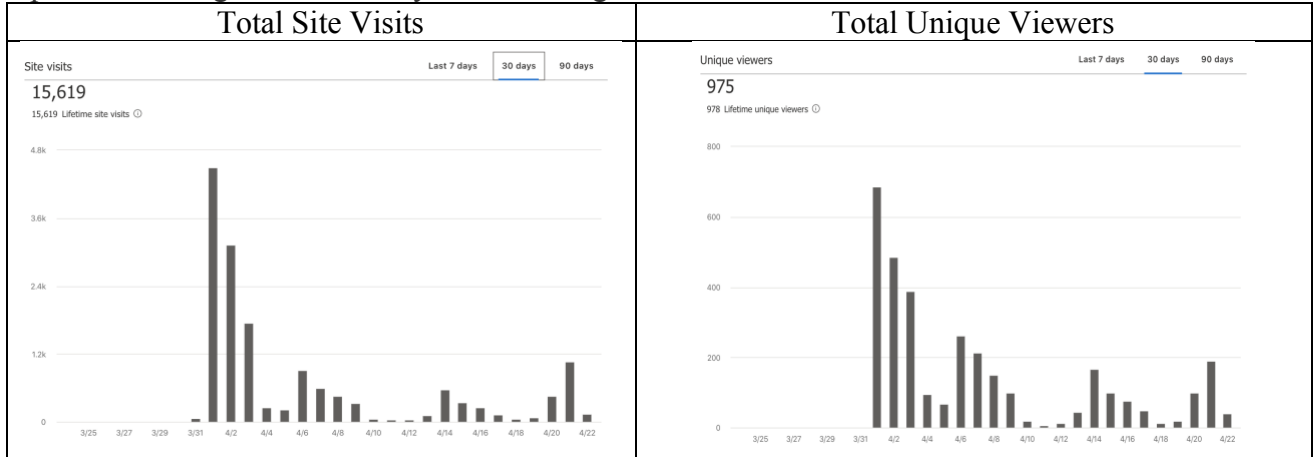
### **Summary**

Given the unprecedented events pertaining to the COVID-19 Global Pandemic, the Near North District School Board has responded well in keeping staff, students, parents, guardians and the Near North community safe and informed. All staff should be commended for their efforts in following the boards procedures and protocols. The board should be commended for avoiding many pitfalls experienced by others by providing a calm and staged approach to dealing with this pandemic without making any rash decisions that could adversely affect employees and students. There has been a lot of misinformation shared concerning COVID-19. It is not a time to be the “first into the pool” in situations like the one we find ourselves entrenched in today, and commit to processes, policies and protocols that are not proven or acceptable given our unique requirements as a regionally diverse Northern Ontario school board.

The NNDSB will continue to monitor and adapt to any changes in requirements amid COVID-19 ensuring all decisions are made keeping the health and safety of our staff, students, parents, guardians and communities we serve, as our top priority.

Title:	COVID-19 Program Update
Contact:	Superintendent Tim Graves
Date Submitted:	April 22, 2020
Mandate:	<ol style="list-style-type: none"> <li>1. To ensure the health and safety of students and staff and stop the spread of COVID 19</li> <li>2. To meet the commitments of the NNDSB Multiyear Plan by ensuring excellence and equity in teaching and learning by: <ul style="list-style-type: none"> <li>• Providing access to resources, technology and experiences that meet students’ strengths and needs</li> <li>• Setting high standards for all students and address gaps as identified for targeted support</li> </ul> </li> </ol>
<b>Background:</b>  Design and implementation to date	<p>As a result of the Ministerial Order which closed all publicly funded schools, the NNDSB began the task of designing and implementing a new model of learning. To ensure a continuity of learning for students, the resulting plan required significant and systemic changes across all operations of the NNDSB. Each department including Human Resources, Plant and Finance completed important tasks and provided expert support. Without their work, this plan could not have been achieved. Careful consideration for equity of access and outcomes across schools and regions was cornerstone in the development of this plan. The following report outlines the combined work of the Information Technology and K-12 Program Departments as they collaborated to launch and sustain teacher-directed at-home learning.</p> <p><b>Information Technology</b></p> <p>In addition to their regular function, the Information Technology department has undergone significant changes and taken on additional responsibilities in their operating procedure to support the initial launch of teacher-directed learning. Some key changes include:</p> <ul style="list-style-type: none"> <li>• Offering Help Desk support services directly to students and parents for user account management, password resets, and assistance with connectivity to access our online Passport to Learning portal;</li> <li>• Preparing, re-imaging, setup and configuration of instructional use computer devices to lend to families;</li> <li>• Acquisition, setup, configuration and deployment of wireless cell phones (LTE Devices) to provide internet connectivity to families in need;</li> <li>• Acquisition, setup, configuration, and deployment of Apple/Rogers LTE iPads as per Minister’s announcement;</li> <li>• Continued and heightened focus on network security and privacy protection given that staff and students are accessing secured applications from home;</li> </ul> <p>Surveying families, analyzing data, and providing principals with the data they need to make informed decisions as it relates to lending out devices.</p> <p><b>K-12 Program Department</b></p> <p>The Near North Program department has mobilized to support professional development for teachers. For the vast majority of NNDSB teachers distance learning is a new approach to instruction. The NNDSB Professional Learning Portal was created to provide educators with support in facilitating distance learning during the COVID-19 pandemic. Professional learning opportunities were designed</p>

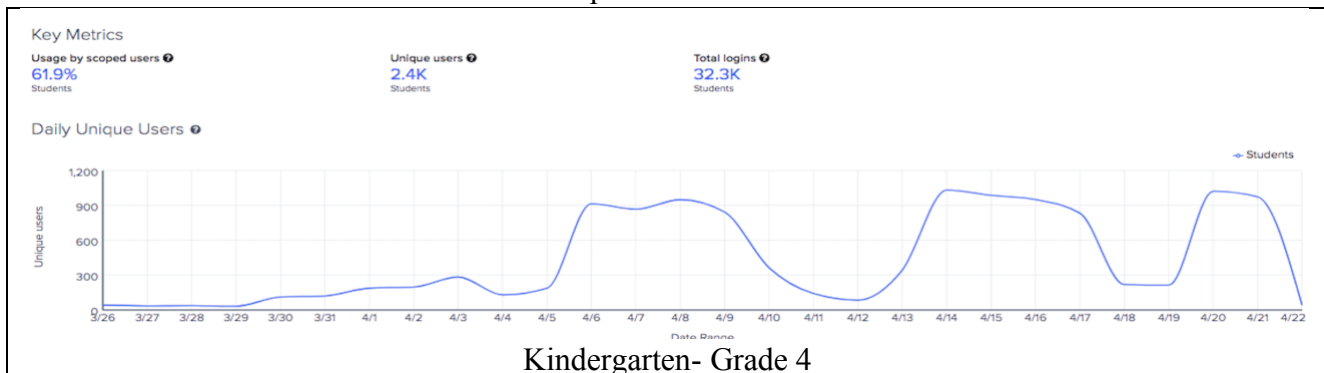
to enhance educators' skills using online tools, applications, processes and learning platforms. Resources included live webinars, video tutorials, web links and support documentation. The site was launched on March 31st. Since that time, staff engagement has remained very high across topics of learning as indicated by the following tables.

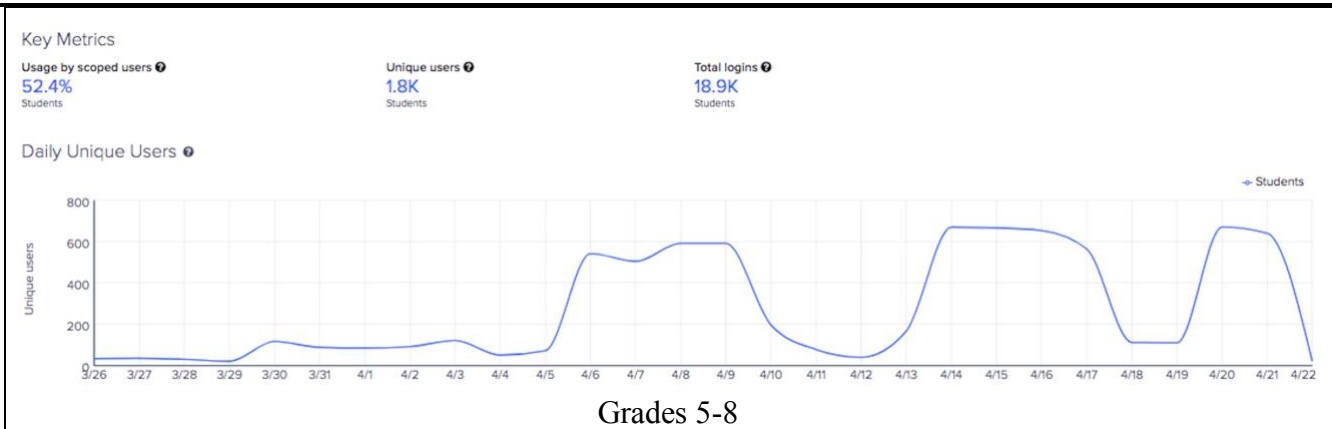


The overwhelmingly positive response and participation in professional development highlights our staff commitment to supporting the needs of students and families during this challenging time. Professional development activities have enabled teachers to create and curate on-line learning environments that respond to the evolving needs of students and families.

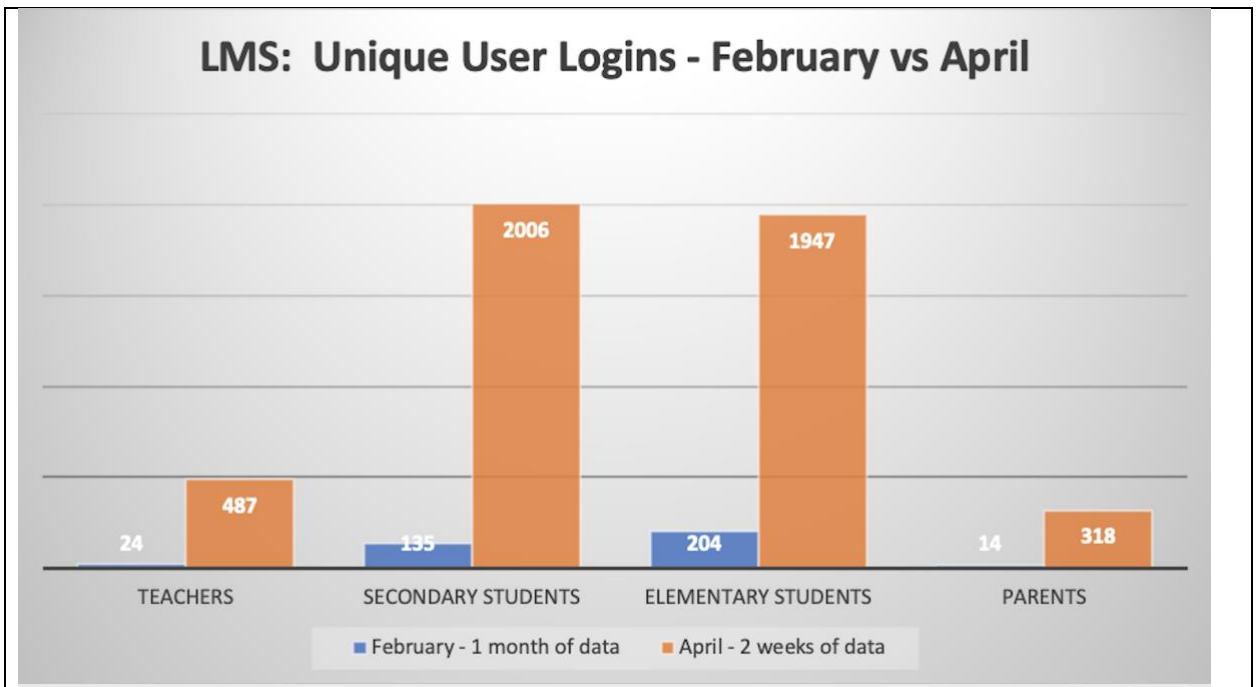
### Student Access to Electronic Learning at Home

Approximately 8,100 or 83% of our students have accessed and engaged in the eLearning opportunities provided by their teachers. For students to access NNDSB's electronic learning at home they must login through the [Passport To Learning](#) page on our website. Students in Kindergarten to Grade 4 access their learning resources through an application called Clever. This tool is ideal for our younger students because helps simplify logins and application organization. Grade 5-8 students can access through Clever or Brightspace. The following graphs indicates the number of student logins through the Clever method between March 26th and April 22nd.





While Brightspace is the platform historically used for secondary school and adult eLearning, a growing number of elementary teachers are beginning to use it because it is more sophisticated and offers greater functionality. Brightspace login numbers are seen below. Data from February is offered by way of comparison.



### Student Success, Alternative and Continuing Education Programs

#### Dual Credit and Adult Dual Credit

Near North students enrolled in dual credit programming continue with their studies without interruption and without risk of being adversely affected. Canadore College and the local Regional Planning Team have been able to ensure that program is delivered to students online. Only one course, the lab portion of the Hospitality dual credit, had to be substituted for students as, understandably, this course is purely “hands on”. Further, one dual credit course, Graphic Design (GD), had to be substituted for two other college courses, Personal Finance and Personal Success, because of the access

to specialized computers and software required to run this particular dual credit. Students originally enrolled in GD were contacted directly by school guidance staff and the Board’s dual credit teacher to advise and to reschedule these students. Adult dual credits, beginning April 23, currently have five NNDSB students enrolled. This program will be online, and likewise, these students will also be enrolled in Personal Finance and Personal Success.

Specialist High Skills Major

At the time of writing, no student who is on track to receive a Red Seal diploma will miss out on that opportunity, as per Ministry directive. Program staff have been working diligently to streamline a process to enroll grade 12 SHSM students in Safe Schools to participate in online training in order to secure certifications. In addition, staff have been working closely with all school-based SHSM leads to ensure continuity and delivery of program.

Continuing Education

Each of the Continuing Education programs listed below is continuing without interruption

Night School

The Board’s night school program delivers courses in two main program areas, cooperative education and arts repertoire programming, which include dance, drama and music. All eight teachers have confirmed that all students have been contacted and are engaged in the online programming opportunities provided.

PADDLE—Providing Adults with Developmental Disabilities Lifelong Experiences

The PADDLE program is continuing to provide learning opportunities for students in an online and creative format. The program instructor has been posting videos and various tasks for students to undertake.

Adult Non-credit English as a Second Language

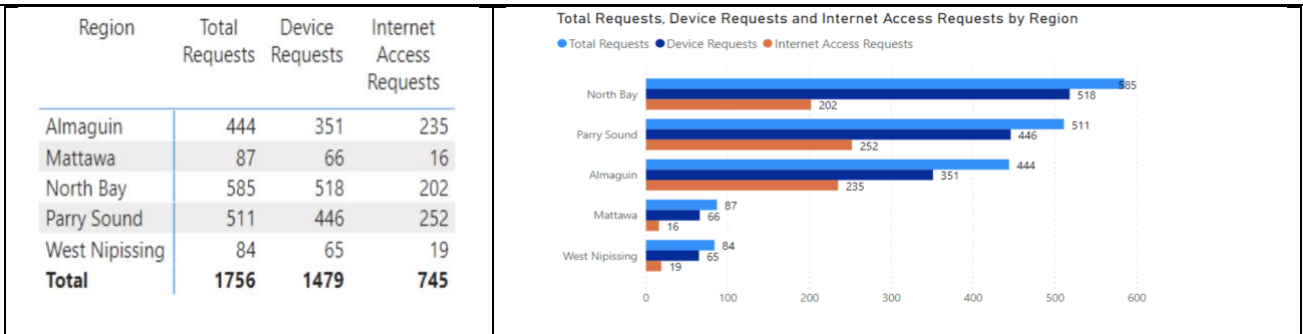
As above, the ESL instructor has been posting work and activities for ESL learners so that there may be as little loss as possible in terms of language acquisition.

ABL—Adult Basic Literacy

The ABL program is hosted out of LLC and FJ Dellandrea. The three program instructors are continuing to try to engage their learners in various ways and are also working closely with community partners to stay in contact with them during this time of school closures.

Current Situation:  
Ongoing  
implementation

A survey conducted across the NNDSB demonstrates challenges associated with electronic learning common in Northeastern Ontario. Roughly 18% of families indicated that limited access to technology or internet connectivity created a barrier to their participation in electronic learning. The following information outlines need by region of the board.



### **Distance Equity Learning Program.**

In response to this information, on April 23, schools began to implement the NNDSB **Distance Equity Learning Program**. This plan is designed to ensure equitable access to our teacher lead at home learning programming, online tools and educational resources. The plan is built upon three key components that aim to ensure that all students may continue learning at home.

#### **1) Expanding Technology Enabled Learning:**

##### Device Lending (iPads and MacBooks)

One Thursday April 23rd, the first wave of devices will be delivered to Grade 12 students that do not have access to technology. This will be expanded the following week, allowing students in both panels (secondary and elementary) to access board owned MacBooks and iPads.

##### Internet Connectivity

We have been working to obtain LTE enabled phones and iPads that allow students to gain access to the internet through the Bell and Rogers networks. Supply chain issues have been a limiting factor. While an order for 275 devices has been placed, we have only received about 30 units to date. Additionally, these devices do not work in all areas of the NNDSB as they rely on good cellular signal. The cost to the board for each of these devices (including hardware and cell service until July) ranges from approximately \$270 to \$600 depending on the type of LTE device. These devices will have a varying degree of usefulness or legacy once students return to school.

#### **2) “Off-line” Learning at Home Packages**

Given that current access to technology and internet connectivity remains an obstacle for many families, we will differentiate learning processes and materials to ensure that all students may continue learning at home. On April 23, both elementary and secondary schools will also initiate a process that enables students and families to access educator curated “offline learning packages”. Developed in consultation with the local Health Unit, the **“Protocol for Supporting Students without Internet - Student Learning Packages”** will enable select staff to access schools on a weekly basis to prepare and distribute learning materials. Schools distribute packages through curbside pick-up and drop-off or Canada Post. Frequency and content of learning packages will be determined by school teams and adapted with feedback from families.

**3) Ensuring Equity: Differentiating Learning at Home to Meet the Needs of All Families**  
 Student demand for electronic learning resources (including internet access) is greater than the board is able to provide. This is particularly true for LTE enabled hotspots. Where shortages exist, schools have been provided with an equity-based decision-making tool to ensure priority is placed on students most vulnerable of suffering long term consequences of not being connected to eLearning. In addition, teachers will consider which learning modes are best suited to students and subject matter.

Next Steps:  
 Areas in need of continued focus.

1. We recognize that limited internet connectivity and access to technology remains a challenge in many homes and communities throughout the district. We will continue to work with vendors to access additional LTE devices and distribute them to families as they arrive.
2. We will continue to distribute Laptops and iPads to students.
3. Educators in the Near North District School Board will continue to support a variety of forms of remote learning including online learning, phone connections, assignments submitted by email, off-line tasks and more. In doing so, we recognize that the opportunities for learning at home vary greatly and we will work with families to differentiate instruction so that it may be accessed flexibly and conveniently.
4. The program department will provide further professional development for staff to continue to grow our distance learning capacity and efficacy.
5. The program staff will continue to evaluate and acquire additional K-12 eLearning resources and applications.
6. NNDSB staff will plan for the development of summer school programming.

<b>Title:</b>	<b>West Ferris Tender for Parking Lot Upgrades and Bus Loop Improvements</b>
<b>Contact:</b>	SBO Therrien
<b>Date Submitted:</b>	Board Meeting – April 28, 2020
<b>Background</b>	<p>The March Monthly Tendering Report of March 25, 2020 reported tender closing February 20, 2020 for project for West Ferris parking lot and bus loop improvements and that the project was cancelled as a result of lowest bid being over budget by approximately \$110,000.</p> <p>Conversations ensued with regard to increasing the budget for this project for possible consideration to move forward and that sufficient monies could be found within existing capital budgets.</p>
<b>Update</b>	<p>Since March 25, 2020, much has transpired and our landscape has significantly changed due to COVID-19 and restrictions that exist due to Provincial Emergency Order with regard to construction. Now the <i>Emergency Management and Civil Protection Act</i> prohibits any construction for school boards. Further, there remains uncertainty as to what any extensions to this <i>Act</i> will contain. The current tender documents further contain an irrevocable period of 60 days for bid submissions that has expired.</p> <p>Therefore, it would be the recommendation that this project be re-tendered in the future increasing the budget for this project to reflect a more realistic budget for such a project.</p> <p>During budget deliberations, capital project listings are brought forward for Board approval. The West Ferris parking lot and bus loop improvement project will be brought forward at that time.</p>

TENDERS  
 March 21, 2020  
 to  
 April 21, 2020

	A	B	C	D	E	F	G	H	I	J	K	M
	Closing Date	Project	Location	Bidders Submitting Bids	Awarded to	Award	Tax	Total	Budget (Without HST)	Contract for No Years	Rational	
1	10-Mar-20	NNDSB 2020-0110 Terrace Roofing Replacement	Northern Secondary School	Descon Construction Ltd, Kenalex Construction Company Ltd, Neptune Security Services Inc., Venasse Building Group	Not awarded as of yet							
2												
3												
4												
5												
6												
7												
8												

<b>Title:</b>	Student Trustee Election
<b>Contact:</b>	Student Trustee Madelyn Meighan
<b>Date Submitted:</b>	April 28, 2020 to Board
<b>Background</b>	<p>A Student Trustee of the Near North District School Board is expected to accurately represent the voice of a diverse student body that spans our geographically vast School Board. In part, this is achieved by working closely with the Student Senate. Leadership of the Senate is a key function of the role and assists the Student Trustee in bringing forward representative student voice at the Board table. Therefore, Student Senate facilitates the election of the Student Trustee-Elect, annually or at the end of the term of the sitting Student Trustee and makes a recommendation for the consideration of the broader Board of Trustees. This report will details the process used to facilitate the election and includes a recommendation to the Board.</p>
<b>Important Dates</b>	<p><u>Key Dates Related to Student Trustee Election:</u></p> <ul style="list-style-type: none"> <li>• School-level Student Senator election - Due February 21, 2020*</li> <li>• Applications for Student Trustee - Due March 22, 2020 at 6:00pm EST.</li> <li>• Student Senators Review of Applications - April 2, 2020 - April 5, 2020</li> <li>• Voting of Student Senate Opens - April 2, 2020</li> <li>• Voting of Student Senate Closes - April 5, 2020 by 12:00 p.m. EST</li> <li>• Student Trustees-Elect Announced to Senate - April 5, 2020 at 7:00 p.m. EST</li> </ul> <p>*Original due date of Student Senator elections at the school level were not met in order to accommodate unforeseeable interruptions to the regular school schedule (i.e. labour action and snow days).</p>

<p><b>Election Process</b></p>	<p>As in the past and as set out in the Student Senate by-laws an election was conducted to determine the Student Trustee-Elect.</p> <p>After school-level Senator elections were conducted at all NNDSB Secondary Schools, all incoming and existing Senators were invited to self-nominate for the role of Student Trustee.</p> <p>Two candidates voluntarily emerged and submitted applications to the Student Senate. The applications detailed each candidates skills and experiences that would make them suitable for the role of Student Trustee and discussed their goals for representing student voice.</p> <p>Electronic voting was conducted. Votes were tallied and the Student Senate was promptly advised that Madelaine Hall-Paradis had been elected as the Student Trustee for the 2020-2021 school year.</p> <p>Madelaine is a current Student Senator representing Almaguin Highlands Secondary School. Madelaine has demonstrated leadership, dedication and a commitment to her school community during her service as a Senator. Her peers have shown great faith in her ability to lead the Senate and mobilize student voice across the NNDSB.</p>
<p><b>Transition Planning</b></p>	<p>A comprehensive transition document is being prepared to support Trustee-Elect Hall-Paradis in her role for the coming school year. These files will be shared with the Trustee-Elect in binder form (when possible) and electronically. In addition, if it is acceptable to the Board, the Trustee-Elect will attend public session of an upcoming Board meeting. Finally, at the provincial level, the Ontario Student Trustee Association will soon begin focussing on the support required for incoming Student Trustees.</p>
<p><b>Recommendation</b></p>	<p>It is recommended that the Near North District School Board approve the election of Madelaine Hall-Paradis as one of the Student Trustees for the 2020-2021 school year, effective August 31, 2020.</p>

<b>Title:</b>	<b>Director's Update</b>
<b>Contact:</b>	Director Craig Myles
<b>Date Submitted:</b>	<p>To the Board – April 28, 2020</p> <p>As Director of Education, I continue to remain informed regarding COVID-19 and the impact on our public education system through participation in numerous forms of communication with both provincial and local partners including the Ministry of Education, Council of Director of Education of Ontario, and our system leaders. Through our established weekly meeting schedule, we have been able to share new developments and information with our staff quickly and in turn move forward with the implementation of required protocols and procedures.</p> <p>As we continue to navigate the COVID-19 landscape we are still required to meet the expectations and deliverables of the Ministry of Education including the delivery of education, reporting and the normal ongoing business of the Board. I was pleased to attend numerous committee meetings last week including the Finance Committee and the Parry Sound Build Committee.</p> <p>On April 15 we received notification from the Office of the Auditor General of Ontario (OAGO) that our Board is one of several school boards to be included in a value-for-money audit of curriculum currently being conducted with the Ministry of Education. We expect to receive further information surrounding this in the next few weeks.</p> <p><b>Community Feedback</b></p> <p>We received the following comments from a parent and from an employee that has been shared with staff and we wish to share with the Board:</p> <p><i>I want to say that all of the girls' teachers have been AMAZING. During this trying time the whole Northern Stars family has come together to support each other in whatever way they can. My girls have been able to reach their teachers with any questions they have and their teachers have all been FABULOUS!!!! Thanks for all that you do.</i></p> <p><i>Living here in Sturgeon, being a small town, a lot of info is shared around and through everything that is going on I could not be more proud to work for the NNDSB. The importance on mental health and general well being of our families as well as our staff has been huge and meant a lot. I have friends who are on the edge of complete breakdowns because of the stress they are feeling and the lack of support they are getting. I have repeatedly said, that is not what we are feeling at our school or within our board. I realize we are not supposed to compare with other boards what they are doing, but I need to. Our staff and our board has stressed family first, health first and we really truly care about our kids. I have heard a lot in town and I know that our families and our staff will be okay through this all because of the support we are getting. Asking is if we</i></p>

	<p><i>are okay is huge in my books and is so appreciated. Thank you for everything .</i></p>
<p><b>Communication and Community Partnerships</b></p>	<p>Continual update of Near North website and ongoing communication on our Facebook Page is very important and we continue to evaluate all content and information.</p> <p>We created and posted <i>Near North Students: We Wanted You to Know</i> video which included messages from teachers across the Board. This was very well received reaching over 15,000 people. This sparked the sharing of school compilations and videos.</p> <p>We launched newspaper, radio and telephone campaigns to draw the attention of parents and students who do not have access to internet to make sure they were aware that we are here to support them.</p> <p>We have formed a partnership with the YMCA to support “YMCA Home” which engages the very young to the very old in physical activity and mental wellness opportunities. This sparked conversations with the YMCA to consult on their YMCA gym class videos for students K-3. This collaboration caused the YMCA to incorporate numeracy and literacy into these classes. The YMCA mentioned the Near North Board as a partner in learning in their news release on April 15. The partnership will continue into summer learning collaboration and we are looking forward to growing our partnership with the YMCA.</p> <p>The above partnership was formed through an initial collaboration with the YMCA to support the Covid 19 Emergency Homeless Shelter which was temporarily housed at the YMCA. The shelter was then moved to Pete Palangio Arena, because the number of needed beds grew from 12 to 50 within weeks. Still the partnership to support the center remained and NNDSB Helping from Home Initiative emerged. The mindset behind this initiative is to keep our students involved in the charitable activities and valuable civic mindedness they are accustomed to being involved in but to also keep them safe. Walks, dancing, runs, food drives, “zumbathons” have turned into “clickathons” as students share the donation link for this worthy organization.</p>
<p><b>Staff Well-being</b></p>	<p>We also continue to maintain a focus on our staff well being and support them as we acknowledge staff are still expected to deliver program to students and take care of family needs. We know that some may be balancing unique situations. We provide guidance, support, and resources for staff to ensure they are taking care of themselves.</p>

## **Student Trustee Update**

Prepared by: Madelyn Meighan  
Regular Board Meeting  
Tuesday, April 28, 2020

Good evening fellow Board members,

Student Senate offers well wishes and health to our peers, their families, our Near North family and our broader community. Again, we wish to send our sincerest thanks to the essential workers that are doing their part to help us in this time of need. As many of you know, high school students make up a good population of front line workers that keep grocery stores and other retail locations open, during this Emergency Declaration. We would also like to acknowledge the many hours the staff of the NNDSB are working to ease the transition to distance and online learning for students and families. As a graduating student, personally, I wish to extend my thanks and I know students across this Board appreciate the efforts of the staff that are supporting them.

While schools have have closed they are still finding a way to be awesome! Student Advisory Councils have been running virtual spirit weeks and online challenges to keep students connected and having fun while they stay safe at home. Also, many schools in the Near North Board have released photo collages and video montages with messages from staff. These have been very well received. They highlight the creativity and care staff have for our students and community.

On April 21st, I attended a virtual meeting of the Joint Student Advisory Councils for the North Bay schools. During this meeting, one of several agenda items was a discussion regarding the process of Student Council elections, following the closure of Widdifield and the upcoming school amalgamations.

As we'd expect during a period of Emergency Declaration, many student-centred events have been cancelled. This includes the cancellation of the Ontario Student Trustee Association (OSTA) Annual General Meeting in May. OSTA will be making alternative

arrangements including holding online sessions so Student Trustees and Student Trustee-Elects can still engage in professional development.

Further to the report I submitted for the Board's review and consideration, it is my pleasure to inform you that the Student Senate has elected Madelaine Hall-Paradis as the Student Trustee for the 2020-2021 school year. The Senate has optimism that Madelaine will serve them and the students of the Board well.

The Covid-19 pandemic has been impactful to all Canadians and students in the Near North District School Board have each experienced their own challenges. While our Board has worked to ensure grade 12 students and others know that their path to graduation has not changed as a result of the school closure, the concern from students remains an issue. They worry about their post-secondary options, their access to scholarships and bursaries, the availability of work, and the possible lost opportunities to celebrate year-end achievements. Given the new realities facing students, I applaud the communication that has been already developed such as access to counsellors and the readiness of teachers to support students and I would share the need to keep reassuring students that they will not lose their school year, if they were on track to be promoted or graduate. Despite efforts of the Board to share this message, it seems that many students are still worried that they will not be successful in this new distance learning model. Any further communication to reassure students and parents would be truly appreciated. Once again, thank you to the Board and its staff for the valiant efforts to date.

On a much more somber note, on behalf of Student Senate, I wish to extend my deepest condolences to the family of the late Wayne Bowles. We have suddenly lost a part of our Trojan and NNDSB family. Wayne was a beloved student at West Ferris Secondary School. He was a friend, classmate, teammate and peer to many. He was deeply loved and will be greatly missed.

I wish my fellow Trustees continued health through these uncertain times. Thank you,

Madelyn Meighan

<b>March 2020 Month End Finance Report Expenditures (Budget as approved July 2, 2019)</b>	<b>Aug-2019 Expenses (Audited) (Note 1)</b>	<b>Current Budget</b>	<b>Revised Estimates (Note 9)</b>	<b>Year-to-Date Actual</b>	<b>Commitments</b>	<b>Budget Remaining</b>	<b>% Remaining</b>
Classroom Teachers	70,293,667	68,394,937	68,781,535	36,264,556		32,130,381	47%
Supply Staff	3,508,998	2,497,195	2,552,849	2,098,612		398,583	16%
Educational Assistants	9,479,702	9,296,476	9,194,754	5,678,310		3,618,166	39%
Early Childhood Educators	2,365,991	2,468,902	2,621,765	1,634,981		833,921	34%
Classroom Computers (Notes 2 and 7)	1,212,656	1,104,354	898,879	676,754	238,299	189,301	17%
Texts and Learning Materials (Note 2)	2,666,652	2,322,454	2,459,254	1,111,806	278,045	932,603	40%
Professionals and Paraprofessionals	4,967,276	5,082,728	5,172,004	2,698,122	10,614	2,373,992	47%
Library and Guidance	1,380,837	1,373,318	1,526,220	838,012	12,299	523,007	38%
Staff Development (Note 4)	748,452	459,806	459,806	171,260	6,964	281,582	61%
Coordinators & Consultants (Note 4)	2,863,261	2,786,771	2,918,979	1,015,023	15,806	1,755,942	63%
Principals & Vice-Principals	7,185,480	6,944,804	7,034,417	3,797,429		3,147,375	45%
Department Heads	137,705	141,035	141,035	80,045		60,990	43%
School Office - Secretaries & Supplies (Note 2)	3,638,035	3,726,448	3,889,240	2,162,047	117,160	1,447,241	39%
Transportation	12,160,131	12,293,944	12,478,551	8,745,935		3,548,009	29%
Operations & Maintenance - Schools (Note 2)	14,648,622	13,920,781	14,242,109	8,296,759	1,712,173	3,911,849	28%
Continuing Education	883,021	743,437	723,177	327,168	10,788	405,481	55%
Instructional Amortization	675,787	584,829	584,829			584,829	100%
Trustees	117,873	123,163	123,423	59,752	412	62,999	51%
Director & Supervisory Officers (Note 10)	889,964	752,587	873,502	753,396	6,142	(6,951)	
Board Administration (Note 2)	3,158,799	3,480,844	3,489,241	1,803,532	115,882	1,561,430	45%
Administration Amortization	49,994	50,529	50,529			50,529	100%
School Renewal/Condition Improvement (Note 3)	391,689	387,078	387,078	177,597	113,347	96,134	25%
Direct Capital and Approved Debt (Note 5)	2,255,916	2,150,083	2,150,083	453,563		1,696,520	79%
Pupil Accommodation Amortization	10,076,337	10,008,125	10,000,725	35,714		9,972,411	99%
Other Non-Operating Expenses (Note 8)	1,416,787	573,202	663,202	378,479		194,723	34%
Other Amortization and Write Downs							
	<b>157,173,632</b>	<b>151,667,830</b>	<b>153,417,186</b>	<b>79,258,852</b>	<b>2,637,932</b>	<b>69,771,046</b>	<b>46%</b>

<b>March 2020 Month End Finance Report Revenues (Budget as approved July 2, 2019)</b>	<b>Revenues (Audited) (Note 1)</b>	<b>Current Budget</b>	<b>Revised Estimates (Note 9)</b>	<b>Year-to-Date Actual</b>	<b>Commitments</b>	<b>Budget Remaining</b>	<b>% Remaining</b>
MET Grants (Note 4)	99,050,138	93,940,550	97,758,067	63,463,365		30,477,185	32%
Other Provincial Grants (Note 4)	3,329,178	940,045	1,985,173	259,716		680,329	72%
Federal Grants and Fees (Tuition/Transportation)	2,397,312	2,486,707	2,511,989	1,247,056		1,239,651	50%
Municipal and Unorganized Taxes	40,167,448	42,763,736	39,747,082	26,319,530		16,444,206	38%
Other School Board Recoveries (Shared Facilities)	230,472	260,000	260,000	171,853		88,147	34%
Other Revenues (Note 6)	3,047,211	681,969	924,386	1,238,522		(556,553)	
Amortization of Deferred Capital Contributions	10,748,516	10,525,342	10,527,942			10,525,342	100%
	<b>158,970,275</b>	<b>151,598,349</b>	<b>153,714,639</b>	<b>92,700,042</b>		<b>58,898,307</b>	<b>39%</b>

**Near North District School Board  
March 2020 Month End Report  
Notes to the Financial Report for the Period Ended March 31, 2020**

**Note 1 Prior Year Comparative Figures**

The prior year comparative figures reflect the most recent approved audited financial statements for the year ended August 31, 2019. The 2018-2019 year-end audit is complete for the fiscal year ended August 31, 2019, and was presented to the Board and approved by the Board on November 26, 2019.

**Note 2 Issuance of Blanket Purchase Orders for Annual Costs**

At the beginning of the current fiscal year, finance has requested that blanket purchase orders be generated for such annual expenses as utilities of gas, oil and electricity, telephone costs, photocopier copy charges as well as classroom computer network costs in order to streamline accounting processes. For this reason current commitments representing annual anticipated costs are charged immediately to the budget committing budget dollars. Then as actual invoices and bills are received throughout the year, the expense will be recorded in the year-to-date actual expense column with the commitment relieved.

**Note 3 School Renewal and School Condition Improvement Grants**

A School Board's annual School Renewal Allocation is comprised of renewal monies for expenditures that are of a capital nature as well as renewal monies of an operating nature to address operating/maintenance type expenditures. Current capital in-year school expenditures and capital commitments are not recorded in this budget line as these represent capital expenditures for School Renewal and School Condition Improvement capital projects. As per Ministry guidelines, only a small portion of School Renewal annual funding is permitted to be spent on non-capital expenditures (operating expenditures). Capital expenditures for School Renewal, School Condition Improvements and other capital projects including planned Parry Sound JK-12 Build and WJ Fricker Consolidation are funded by the Ministry, with funds flowed to School Boards after the filing of the March Report and the annual Financial Statements. The Ontario Financing Authority no longer finances long-term debt. The Ministry further provides funding for short-term interest expenditures.

**Note 4 Other Provincial Grants**

Provincial grants initially budgeted are only the grants whereby monies were confirmed at time of approving the 2019-2020 budget. These external grants include but are not limited to: Math Strategy, Specialist High Skills Major, Experiential Learning, Adult Basic Literacy, Ontario Youth Apprenticeship Program (OYAP), Northern Supports Initiative, Mental Health Workers, and English as a Second Language. Other significant external grants will be received within the current operating year that has not been originally budgeted for. However in these cases, expenditures are not to exceed revenues with separate budgets established for these other external grants received to monitor revenues and expenditures. Other provincial grants that are from the Ministry of Education are reported in MET Grants in month end finance report. 25 External Grants have been received to-date this year of \$2,256,979.

**Note 5 Direct Capital and Approved Debt**

The Ministry recognizes the debt on all capital programs such as NPP, Good Places to Learn (Phases 1, 2, 3 and 4), Capital Priorities, School Consolidation Capital, Prohibitive to Repair, etc. based on eligible capital expenditures. For those long term capital expenditures related to prior capital programs that were funded through the Ontario Financing Authority (OFA), the Board will receive a cash flow from the Ministry of Education to meet their annual debt repayments of principal and interest payments. The March 2017 Ontario Financing Authority issue was the final opportunity for Boards to request long-term financing through the OFA.

**Near North District School Board**  
**March 2020 Month End Report**  
**Notes to the Financial Report for the Period Ended March 31, 2020**

**Note 6 Other Revenues**

Current year-to-date revenues include additional monies received not budgeted for. Refer to below schedule with regard to analysis of revenues budgeted, revenue received-to-date as well as prior year's revenues:

	August 2019 Revenues	Current Budget	Year-to-Date Actuals
Theatre Outreach ticket sales, donation, registration fees	57,438	20,000	141
Sale of School Sites/Loss & Cost of Sale	10,166	60,714	38,507
Tuition Fees	232,419	456,466	155,470
Muskoka Language International	332,107	-	144,987
Interest income	173,462	-	124,222
Release/Secondments (Wages/benefits recoverable income)	1,105,937	-	342,194
Hydro One rebates and Solar Panel Revenues - Almaguin	45,778	41,904	15,462
Enbridge Gas rebates	-	-	111
OSBIE surplus refund	67,373	-	65,995
Various rental incomes	109,603	52,885	21,476
Administration Fees	21,000	10,000	45,000
Consolidation – Transportation & Charity	347,796	-	-
Ontario Arts Council	40,000	-	20,000
Nipissing Parry Sound Catholic DSB (Psycho-educational Assessments)	77,500	-	40,200
IB Program Fees	9,810	-	50,940
Continuing Education Fees	9,901	-	-
Summer Literacy Program 2019	54,677	-	5,323
Collingwood TV Productions (recovery of utility costs King George)	20,906	-	-
Northern Supports Initiative	86,641	-	-
Northern Fruits & Vegetables Program	15,702	-	20,508
NERPAE-Sudbury Catholic DSB	10,807	-	-
Ministry of Infrastructure – Dr MacDougall Holding Costs	31,172	-	-
First Nations and Inuit Health Branch – Tuition & EA fees 2019	-	-	7,352
First Nation Funding – Graduation Coaches	-	-	50,000
Various other incomes	187,016	40,000	90,634
	<b>\$ 3,047,211</b>	<b>\$ 681,969</b>	<b>\$ 1,238,522</b>

**Note 7 Classroom Computers**

The current budget of \$1,104,354 includes only classroom computer operational expenditures without expenditures of a capital nature. Included in actual expenditures is \$59,950 of expenses that are capital in nature.

**Note 8 Other Non-Operating Expenses**

Other non-operating budget is comprised of agency fees paid to Muskoka Language International and Youth Education Services Canada Inc. and transfer payment to 55 School Board Trust.

**Note 9 Revised Estimates**

Current budget reflects the budget established for 2019-2020 school year passed by the Board on July 2, 2019.

Upon filing of the Board's Revised Estimates with the Ministry on December 20, 2019, the Board filed with the Ministry a surplus for compliance purposes of \$297,453 that represents a decrease from Original Estimate's in-year compliant deficit of \$69,481. It is important to note however that there are two additional transactions that will be processed subsequent to the filing of Revised Estimates that include: reduction of salary and benefit expenses to reflect strike savings of \$327,622 as well as additional expenses to account for increase in Teacher Job Protection Funding Allocation of \$653,461 resulting in overall planned deficit of \$27,386.

**Note 10 Director and Supervisory Officers**

Included in salaries and benefits are three Supervisory Officers positions for Student Success (up to January 6, 2020), School Effectiveness and Early Years Lead positions that are fully funded through the annual Grants for Student Needs Professional Learning Allocation. Part of year-end processes require reallocating these costs to the Coordinator budget line to align with Ministry of Education allocations to match actual expenditures with revenues and budgeted dollars contained in the Coordinator envelope as submitted in the Ministry of Education EFIS (Electronic Financial Information System). As well included in this expenditure line is Executive Officer Secondary Programs Consolidation which is fully funded via Capital Planning Capacity Grant.



## Finance Committee Meeting April 21, 2020 at 2:00 pm

### Minutes

#### 1. Approval of Previous Minutes

Motion: A. Bottomley/ D. Breault

That the Finance Committee minutes dated January 28, 2020 be approved.

- **Carried**

#### 2. 2020-21 Budget Development Process

##### Overview and format of Process and Development of Budget Manual

SBO Therrien advised the Committee that the Ministry is late releasing the GSNs due to COVID-19. She is expecting this delay into early May.

SBO Therrien advised that she has reviewed the Special Advisors' recommendations and incorporated them into the 2020-21 Budget Development process. This includes the development of a Budget Procedures Manual that the Manger of Finance, Wende Proulx has drafted. The Manual will serve as a guide with instructions for the completion of the budget along with roles and responsibilities. She expects the manual to be completed by the end of April and will bring to the next Finance Committee meeting. As per Chair Aspin's request it will include a clear roadmap for the year to trustees explaining the process and timelines of the budget.

Trustees discussed:

- omitting budget lines in the presentation that they have no control over so that relevant items can be the focus;
- focus on items they have discretion over; and
- a readable, less onerous budget that is clear and concise.

#### 3. Regular Reporting

Quarterly financial reporting to the Committee: November, February, May, September suggested and approved. This reporting will include:

- Reserves report (incumbered and unencumbered)
- Operational report
- Trustee Initiative fund
- Contingency planning fund

The Trustee Initiative Fund was discussed and trustees asked that the formal application be reinstated and that staff bring to Trustees in September for consideration for the upcoming budget year.

#### 4. Board Reserves

Review of encumbered and unencumbered funds to be part of quarterly reporting. Discussion re Appendix A Deferred Revenue page 4 and decision to review at a later date. Chair Aspin asked about school renewal \$3.7m and whether it can be used if needed for West Ferris and Chippewa. SBO Therrien advised some of it is committed to other projects. Chair Aspin would like to see further detail re restricted and unrestricted.

Trustee Bottomley asked if our principals are aware of funds they can access and noted that this should be considered. SBO Therrien agreed that a plan can be drafted so that we are serving our schools and funds are spent.

#### Contingency Planning

Director Myles requested 1% of the budget be set aside for contingency planning. Trustees agreed and asked that it be included in quarterly reporting so we don't lose track of it.

#### 5. Review of Special Advisor Financial Accountability Recommendations Recommendations were discussed and have been incorporated.

#### 6. Status of the Audit and Accountability Fund The Director has spoken to the Ministry and has been given approval to re-apply. This application is currently being drafted.

#### 7. Next meeting Early May.

#### 8. Adjourn

Motion: A. Bottomley/J. Aspin  
That we now do adjourn at 2:42 pm.



## **Parry Sound Build Committee Meeting April 22, 2020 at 3:00 pm Minutes**

Present: John Cochrane, Nichole King, Jay Aspin  
Staff: Craig Myles, Liz Therrien, Gay Smylie, Marianne Speirs, Ron Coyne,  
Maureen Egan

### **1. Update**

Marianne Speirs provided an update on the work completed to date re the RFP; the space template; and site studies. The RFP is complete. The space template was submitted to the Ministry and returned with feedback. Minor changes will be incorporated to accommodate for changes in provincial class sizes. We are now waiting for the Ministry to give us formal approval on the space template. Further work includes determining whether we can accept RFP packages digitally and allowing proponents to visit the site.

Target dates of September 2022 (PSHS) and September 2021 (Fricker) were discussed.

Trustees discussed the importance of input and transparency throughout the building process and the inclusion of Indigenous culture. It was confirmed that John Cochrane, Nichole King and Jay Aspin together will respond to the community with Jay Aspin being the spokesperson.

Director Myles briefly spoke on the benefits of a JK-12 school with respect to student learning and well-being.

### **2. Architect Selection Committee**

Jay Aspin nominated John Cochrane and Nichole King to the Architect Selection Committee.

### **3. Schedule and Next Steps**

Staff will inform Committee when space template approval is confirmed.

Staff will email Committee the space template and related documents.

Staff will inform Committee when RFP is on the Bids and Tenders site.

### **4. Next Meeting**

May 22<sup>nd</sup> TBC. Chair Cochrane commented that he is very pleased with the Board's support of this new school and was very pleased with the progress to date.

### **5. Adjourned at 3:35 pm.**

<b>Title:</b>	<b>3:2 Secondary School Consolidation</b>
<b>Contact:</b>	L. Pavone, Executive Officer Secondary School Consolidation
<b>Date Submitted:</b>	Board Meeting – April 28, 2020
<b>Background</b>	As part of continued commitment to maintain communication with our various stakeholders including our trustees we are providing the following update. Since our last trustee update (March Board meeting) the following is a summary of the progress to date despite the on-going COVID-19 challenges.
<b>Commitment to Students</b>	<p>Due to the current COVID-19 challenges and through the leadership of our student council teacher advisors at their respective schools we continue meeting with student leaders including WJ Fricker using the Microsoft Teams Meeting virtual template. Our student school leaders are kept informed of the on-going progress of the consolidation process and the students remain very interested in ensuring that we continue to plan in minimizing the challenges for students as they transition from WSS and Fricker to CSS and WF for September 2020.</p> <p>The student leaders are developing contingency plans for the 2020-2021 school year election of student council members should the current <i>Emergency Measures Act</i> continue to maintain that all public schools remain closed until the end of this school year. With the support of student council teacher advisors and school principals we are working collaboratively to ensure that student voice from Widdifield is reflected in any student elections at CSS and WF.</p> <p>Further to the above, student leaders are also working with students, staff and principals to develop a contingency plan in developing a new school culture for Chippewa and West Ferris that respects the traditions of the past and creates the opportunities to move forward with new traditions. Prior to COVID-19 the student council leaders were working on joint school initiatives to promote culture that would take place before the end of the current school year. Due to the importance of maintaining social distancing the student leaders will continue to work towards culture building via electronic communication.</p> <p>Our school and board staff continue to plan transition activities for students with special education needs including scheduling annual IPRC review meetings remotely, in line with COVID-19 social distancing measures. IPRC reviews will take place over the phone or through a Microsoft Teams meeting.</p>

<p><b>Commitment to Staff</b></p>	<p>Due to COVID-19 and the emergency closure of public schools we continue to ensure that the health and safety for all of our staff remains a priority. Through the leadership of school principals any updates regarding the school consolidation process are provided to staff through either electronic communication or through Microsoft Teams meetings. The current collective agreement staffing timelines and the North Bay Secondary School Consolidation Staffing agreements continue to be a priority as we begin the staff placement process for the 2020-2021 school year.</p>
<p><b>Commitment to Community</b></p>	<p>We continue to ensure that our parent community are informed of the progress made through the secondary school consolidation process through electronic communication. We continue to move forward in reaching out to our parent community as the previously scheduled May 4<sup>th</sup> Joint Parent School Council meeting that was to occur at Widdifield is currently being organized to continue as a virtual template using Microsoft Teams. Virtual school tours of CSS and WF are currently available to parents by visiting the board and school web sites. A temporary new on-line school registration is also available for parents on our web site.</p>
<p><b>Next Steps</b></p>	<p>Continue to monitor the progress of the tender and bidding process regarding the capital improvements for Chippewa and West Ferris. This process remains on schedule as previously planned.</p> <p>Continue with the Move Management Plan in consolidating program and school resources for the September 2020 school year</p> <p>Continue with planning student transition activities including culture building using a virtual template.</p>

**1. Call to Order – 1:13 pm**

**2. Attendance via TEAMS online meeting platform**

Harry Fry	Roslyn Bowness
Chris Guillemette	Stephanie Zacharuk
Kimberley Gignac	Susan Wilson
Barb Laverock	Tracy Hanzlik
Laura Hansman	Alan Bottomley
Lisa Paradis	Albina Lavictoire
Louise Sargent	Candy St. Onge

**Regrets:** Nichole King

**3. Approval of Agenda:**

**April 16th, 2020**

*Moved – Louise Sargent*

*Seconded – Alan Bottomley*

*Carried. No Conflict of interest*

**4. Approval of Minutes:**

**March 12th, 2020**

*Moved – Stephanie Zacharuk*

*Seconded- Candy St. Onge*

*Carried.*

**General Updates re: COVID -19**

- The Province declared a state of emergency closing all schools to help stop the spread of COVID-19. This date was extended from April 13<sup>th</sup> to the beginning of May however the Board is waiting for further updates on this.
- As of April 6<sup>th</sup>, teacher led learning has resumed in a learning from home manner.
- Staff have been reaching out to families in as many ways possible i.e.; online programs, email and phone.
- Teachers and support staff have been able to access schools to get technology and resource materials to enable them to work remotely.

**COVID-19 and students with special education needs (UDL, IEP's, teacher connections, accessing support staff, access to SEA funded equipment, accessible formats, support for teachers- technical and resource teachers)**

- Staff have been reaching out to families to determine access to technology and internet to work on protocols for loaning this equipment out where most needed.
- IEP accommodations may need to look different when learning from home but it is the expectation that students will receive accommodations and modifications.
- DLRTs will continue to support families and classroom teachers and also help adjust any accommodations given the nature of this new virtual learning environment.
- Educational Assistants continue to support the students they are assigned to alongside the classroom teacher and the Principal.

- Itinerant teachers, psychology, behaviour and speech and language professional staff are available to further support staff with resources as they implement and adapt learning plans.
- Attendance counsellors are also engaging with families and trying to connect with families that the teacher is struggling to reach.

### **COVID-19 and accessing Mental Health Supports**

- Mental health resources and supports are available through links on our Board website.
- The mental health team is offering mental health check in's for students currently receiving services as well as any new or emerging needs through the social work intake available on the website.

### **Budget Prioritizing Activity**

- This is provided to the Board when they are reviewing the budget.
- All Boards must ensure SEAC participates in the annual budget process.
- The GSN is delayed but departments are involved in preliminary work.
- The group went through the slide presentation and reviewed the series of recommendations. Some areas were further clarified as requested.

### **The motion put forward to the Board's Budget Committee to include the following recommendations from SEAC:**

1. The SEAC for the NNDSB supports maintaining to the best of our ability, staff and resource support aligned with the tiered model of support currently in place across all regions of the Board.
2. The SEAC for the NNDSB supports maintaining and growing a multi-disciplinary model in order to support internal collaboration and opportunities to collaborate with community agencies/partners.
3. The SEAC for the NNDSB supports having Differentiated Learning Resource Teachers in all schools in order to support school level needs.
4. The SEAC for the NNDSB supports the best possible allocation of central staff to support early intervention, testing and specialization (speech and language, hearing, sight, behaviour, ABA) with access across the regions.
5. The SEAC for the NNDSB supports the maintaining of Education Assistants across the Board to enable inclusionary practices for our highest needs students.
6. The SEAC for the NNDSB supports the continued use of the model of Flexible Education Assistants in all regions to best reflect the changing and evolving needs of students.
7. The SEAC for the NNDSB supports the professional development of all staff.
8. The SEAC for the NNDSB supports the prioritizing of professional development in the areas of early language development, Learning Disabilities, a tiered approach to supporting students with challenging behaviours, One Page Profiles, and ABA strategies as aligned with innovative and evidence-based approaches to support Learning for All.
9. The SEAC for the NNDSB supports PD connected to Transition Planning as it connects to knowing and supporting our students according to strengths, needs, and student voice from K-12 and toward adulthood.

**Moved: Alan Bottomley**

**Seconded: Stephanie Zacharuk**

### **Correspondence received**

- LDAO information was circulated to the committee.

**Special Education plan**

- For May's agenda.

**Board Report**

- Board meetings are being held remotely.

**Standing Items**

**Items for next Agenda**

SEAC effectiveness and Evaluation Survey  
Special Education Plan

Standing Items:

1. Correspondence received requiring action
2. Capital Plan and Accommodation Review
3. Special Education Plan
4. Special Education Budget
5. Question Period

**Next meeting date:** May 21<sup>st</sup>, 2020

Adjourned: 2:02pm

Moved: Alan Bottomley  
Seconded: Albina Lavictoire