

BOARD MEETING

Tuesday, February 16, 2021, at 6:30 pm

Meeting ID: 928 9823 1224

Dial in: 1- 855-703- 8985

<https://zoom.us/j/92898231224>

AGENDA

1.0 Call to Order

- 1.1 Attendance
Confirmation of Quorum

- 1.2 Declaration of Conflict of Interest

2.0 Approval of the Agenda ✓

Motion: That the agenda for the Board meeting of February 16, 2021 be approved.

3.0 Approval of Minutes from Previous Meetings ✓

- 3.1 2021 01 12 Regular Meeting minutes
Motion: That the minutes of the Regular Board meeting held on January 12, 2021, be approved.

4.0 Communication to the Board

- 4.1. Information Items
 - 4.1.1. Monthly Tender Report- January- February 2021 ✓
- 4.2. Program presentation
Remote Learning Journey / Supporting all Families during the COVID-19 Pandemic ✓
- 4.3. 3.2 Consolidation Update
Board Report ✓
- 4.4. Director's Update- Director Myles to lead this item.
Board Report ✓
- 4.5. Chair's Remarks - Chair Aspin to lead this item.
- 4.6. OPSBA Report- Trustee Steer to lead this item.
Board Report ✓

- 4.7. Student Trustees' Update - Student Trustee Paradis to lead this item
Board report ✓

5.0 Items for Decision

5.1 Ontario Student Trustee Association - Board Council Conference

Motion: That the Board approve the attendance of Student Trustee Paradis at the Virtual OSTA-AECO Board Council Conference February 18 to 21, 2021.

5.2 Report from Committee of the Whole

5.2.1 Parry Sound Architect Selection

Motion:

Whereas NNDSB has issued a formal selection process and published a RFP for this project;

And whereas the Board of Trustees established an Ad Hoc Parry Sound Architect Selection Committee to ensure oversight and transparency;

Be it resolved that the Board of Trustees of Near North District School Board approve the following firm as the successful award of the Parry Sound school build project, as recommended by the Parry Sound Architectural Selection Committee, and subject to the signing of the OAA Contract:

_____.

5.3 2021/2022 School Year Calendar Approval ✓

Motion: That the Board approve the 2021-2022 School Year Calendar

5.4 SBO Interim Appointment

Motion: That the Board approve the appointment of Interim Executive Officer W. Easton to the role of Superintendent of Business effective March 1, 2021.

5.5 Capital Project Listing for Approval ✓

Motion: That the Near North District School Board approve proceeding with the 2020-2021 Capital Projects as listed in Appendix A – School Renewal & School Condition Improvement Projects.

6.0 Committee Reports

6.1 Standing Committees

6.1.1 MYSP Committee –Trustee Steer to lead this item

- a. MYSP Committee minutes- January 7, 2021 ✓
- b. Board report ✓

6.1.2 Finance Committee- Vice-Chair Cochrane to lead this item

- a. Unofficial minutes- February 1, 2021 ✓

6.2 Ad Hoc Committees

6.2.1 Equity Advisory Circle unofficial minutes- February 3, 2021 ✓

6.3 Legislated Committees

6.3.1 PIC unofficial minutes- January 20, 2021 ✓

6.3.2 SEAC unofficial minutes- January 21, 2021 ✓

7.0 Adjournment

Motion: That on February 16, 2021 we do now adjourn at _____ pm.



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Phone: 705.472.8170
Website: www.nearnorthschools.ca

Jay Aspin, Chair

Craig Myles, Director of Education

The January 12, 2021 **Public Session Board Meeting** of the Near North District School Board was held via teleconference.

Trustees Present:

Jay Aspin, Chair
John Cochrane, Vice-Chair
Al Bottomley
Bill Steer
Donna Breault
Harry Fry
Louise Sargent
Nichole King
Rob Learn
Student Trustee M. Paradis

Administrative Staff Present:

Craig Myles, Director of Education
Deb Bartlett, Information/Communication Officer
Gay Smylie, Acting Superintendent
Josh Casey, Information Coordinator
Krista Messenger, Executive Assistant
Lisa Collins, Interim Executive Officer
Liz Therrien, Superintendent of Business
Melanie Gray, Acting Superintendent

Other:

Media and community partners

Trustee Regrets:

Nil

Administrative Regrets:

Tim Graves, Superintendent

1.0 Call to Order

Chair Aspin called the meeting to order at 6:45 pm.

1.1 Land acknowledgement

Chair Aspin read the declaration aloud.

1.2 Attendance

Attendance indicated that 10 trustees are present for the meeting, including the Student Trustee.

1.3 Declaration of Conflict of Interest

NIL

2.0 Approval of the Agenda

Motion: 21-01-01, A. Bottomley/B. Steer.

That the agenda for the Board meeting of January 12, 2021 be approved as presented. - **Carried.**

3.0 Approval of Previous Minutes

3.1 2020 12 15 Annual Organizational Meeting minutes

Motion: 21-01-02, R. Learn/ H. Fry

That the minutes of the Annual Organizational Board meeting held on December 15, 2020, be approved. - **Carried**

3.2 2020 12 15 Regular Meeting minutes

Motion: 21-01-03, R. Learn/ H. Fry

That the minutes of the Regular Board meeting held on December 15, 2020, be approved. - **Carried**

4.0 Communication to the Board

4.1 Information Items

4.1.1 Monthly Tender Report

Trustees referred to the report contained in the package. No questions arose.

4.1.2 Enrollment Report

Trustees referred to the document contained in the package. The Chair invited Director Myles to speak to this item. Highlights of the discussion are noted to be:

- Appreciation expressed to Education Technology Administrator and System Planner, J. Roynon, for his diligence in collating the information contained in the report. J. Roynon is pleased to be in attendance to support detailed questions.
- Point raised that the material in the board package is a high-level summary, and a more detailed report may be requested by trustees by contacting the Director's Executive Assistant.
- Brief outline of the report to note declining enrollment is attributed to three factors: an increased number of students withdrawing to pursue homeschool education, fewer ELK students enrolling, and fewer fifth-year secondary students returning for a "victory lap". COVID-19 is expected to be the underlying influence on each of the three factors.

Chair Aspin opened the floor for questions with the following comments offered:

- Trustee Fry queried if the declining trends are consistent across the province.
 - Response from Director Myles to note his colleagues have confirmed experiencing similar enrollment trends, referred to as the "bookend" phenomenon (fewer students enrolled and fewer graduates returning).
 - J. Roynon echoed the consistent trend, having received the same information from enrollment data group colleagues. Unique to NNDSB is also the lasting effects of the consolidation.
- Question from Trustee Sargent to determine if our conterminous boards are observing this trend.
 - Director Myles and J. Roynon could not speak to this specifically, given they have not reviewed coterminous enrollment data.
 - SBO Therrien invited to comment and noted fellow SBO colleagues have

observed this trend as well.

Final call for questions, with no additional thoughts raised. Chair Aspin thanked Director Myles for presenting this item.

4.2 Director's Update

4.2.1 Board Report

The Chair invited the Director of Education to speak to this item. Director Myles referred trustees to the report contained in the agenda package. Additional items were noted to be:

- Remarks offered to welcome the school community back after the holiday break. Gratitude expressed for the continued spirit of resiliency in our students, their families, our staff, and our union partners as NNDSB continues to navigate education in a pandemic. Thanks expressed to trustees for the confidence to conduct this work.
- Special attention was drawn to the retirement announcement of Liz Therrien. This is a significant portfolio, and we are thankful for her leadership over the last 20 years.

The Chair thanked the Director for his report and commended Director Myles for the leadership he is instilling. Chair Aspin echoed high regards to SBO Therrien for her diligence over the years and best wishes as she begins a new chapter in life.

4.2.2 A Year in Review: 2020 at NNDSB

The Chair invited the Director of Education to speak to this item. Director Myles referred trustees to the presentation contained in the agenda package highlighting some of the major accomplishments of the board throughout the last year. The "Year in Review" points to several achievements that support the objectives for change, such as:

- Increased rigour around the governance and financial development processes that came with implemented recommendations of Ontario Ombudsman's Report, and the Special Advisors' findings through the submission of three reports to the Minister of Education.
- Aggressive submission of grant proposals to enhance the services of the board
- Amalgamation of three North Bay Secondary Schools, coupled with the streamlining of the executive team.
- Initiation of two new schools to be built in North Bay and Parry Sound
- Creation of online professional development modules for teachers
- Creation of innovative online learning and robust resources for students, parents and educators

Director Myles noted these are not individual accomplishments. They each represent significant work across the system regarding new ways of working together collaboratively and efficiently. A sincere thank you expressed to all staff assisting with this work and to trustees for supporting us to conduct this work.

4.2.3 Consolidation Update

The Chair invited Director Myles to comment on this item. Trustees referred to the brief contained in the agenda package, noting the administration is committed to bringing forward regular updates on the work of the consolidation process. Progress centers on a clean up and clear out of the Widdifield building, however, the board continues to be mindful of the other aspects of the “phase three” planning, as part of a larger conversation on capital asset management. Chair Aspin opened the floor for questions, with none rose.

4.3 Chair’s Remarks

The Chair shared remarks regarding board engagement initiatives. Remarks opened with an expression of thanks to Director Myles for a first-class summary of our accomplishments. Without a doubt, our Board has come a long way this past year resulting from our diligent work and the Director’s strong, effective leadership in guidance of his dedicated team. It is particularly noteworthy that these advances have been accomplished fully within the course of a disruptive pandemic which has certainly one been of the most serious societal challenges ever experienced.

He indicated our Director has provided clear evidence of our accomplishments for the past year and wanted to take a moment to project our major challenges for the year ahead. They can be summarized in six major areas:

- Multi-Year Strategic Plan
- Student Achievement & Wellbeing
- Two New School builds – Fricker Elementary and Parry Sound K-12
- Board Resources Reorganization
- North Bay Capital Property Assets Utilization
- High School Athletic Facilities

These challenges can be broadly summarized in terms of our most significant challenge – the completion of a Multi-Year Strategic Plan which was initiated in the fall of 2020 and we intend to complete by the end of this school year in June. This document will provide the direction we operate and thus provide a compass and guard rails for our Board for the 5 years ahead - 2021 to 2026.

Closely aligned with this challenge is the continual responsibility of student achievement and well-being improvement. This is the major function of our school system. Within our MYSP context we have the challenge of two new school builds – Fricker Elementary and K-12 Parry Sound School. Fricker is moving forward and we will soon appoint an architect for Parry Sound.

He stressed that the board has much work to complete regarding board resources reorganization as we are committed to having the right people in the right place to obtain the right results. Within a relatively short period, the Board will have three empty schools in North Bay thus need to review the utilization of North Bay Capital Property Assets to ensure we are continually responding to challenges of declining enrollment and fiscal stewardship. Also, within this context it is necessary to put the finishing touches on our successful high school consolidation with possible Phase III enhancements resulting from an important review of High School Athletic Facilities to ensure they align with our

physical education goals.

The Chair closed with remarks to encourage trustees to take advantage of the rich professional development opportunities available, noting that this represents an important commitment made in response to the Special Advisor's work. The Board received the Chair's Report with thanks.

4.3 OPSBA Report

The Chair invited Trustee Steer to lead the Board through this item. Trustee Steer referred Board members to the report shared in preparation for the meeting this evening. Trustees are encouraged to register for the OPSBA Provincial Education Symposium (PES) occurring on January 28, 2021. This annual event will be conducted virtually this year, with many rich professional development opportunities to take in. The theme of the 2021 PES event is "Equity". The Chair thanked Trustee Steer for his report.

4.4 Student Trustee's Update

The Chair invited Student Trustee Paradis to speak to this item. Verbal report presented centering on:

- Positive feedback shared by secondary students for the pivot to remote learning, while recognizing that reliable internet access is a barrier for some students.
- Educators are coming up with many creative ways to support their students and these efforts are well received.
- Student food drives raised over 1400 pounds of food donated to local food banks. Additionally, West Ferris Secondary School raised money for the Santa fund that supports local families to ensure all children have gifts under the tree.
- Many holiday celebrations received a virtual twist. The creative artwork made for door decorating contests can be seen by visiting school social media pages. shared, please see the school's social medias pages to view the artwork online. Student creativity speaks to their resiliency.
- Appreciation expressed for the continued interest in the work of the student senate.

The Chair thanked M. Paradis for her report.

5.0 Items for Decision

5.1 Report from In-Camera

The Board acknowledged participating in an in-camera session immediately prior to the public board meeting to discuss business in accordance with subject matter outlined in the Education Act, section 207, item 2- closure of committee meetings.

Motion: 21-01-04, J. Cochrane/ B. Steer

That the Board authorize the Director of Education to engage in a review of North Bay property assets to recommend to the Board potential viable options which could re-align and/or dispose of capital assets in the most appropriate manner to respond to the continuing challenges of declining enrollment and fiscal stewardship. – **Carried.**

Motion: 21-01-05, J. Cochrane/ D. Breault

That the Board receive and approve the ratification of OSSTF District 4 Bargaining Unit

(OSSTF) Memorandum of Settlement as presented on January 12, 2021. – **Carried.**

5.2 OPSBA Public Education Symposium Attendance

As discussed during the OPSBA Report and Chair’s Remarks, trustee professional development is essential to good governance, and the PES event is rich with learning opportunities. Chair Aspin invited trustees to express interest in attending.

Motion: 21-01-6, J. Cochrane/ H. Fry

Motion: That the Board designates the following trustee(s) to virtually attend the OPSBA Public Education Symposium scheduled on January 28, 2021:

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|-----------------------|-------------------|
| - Chair Aspin | - Trustee Sargent |
| - Vice-Chair Cochrane | - Trustee King |
| - Trustee Fry | - Trustee Steer |

Carried.

5.3 Osgoode Hall “Intensive Human Rights Program for School Board Leaders” professional development opportunity

Chair Aspin noted the Minister of Education extended an invitation to all trustees of all Boards of Education to attend this opportunity offered by Osgoode Professional Development. The session will provide an overview of equity principles and the Ontario Human Rights Code, with a specific focus on anti-Black and anti-Indigenous racism. Chair Aspin invited trustees to express interest in attending.

Motion: 21-01-7, B. Steer/ N. King

Motion: That the Board designates the following trustee(s) to attend the Osgoode Hall “Intensive Human Rights Program for School Board Leaders” professional development opportunity to be held via videoconference at specified dates, as strongly recommended in correspondence from Minister Leece:

- | | |
|-----------------------|-------------------|
| - Chair Aspin | - Trustee Breault |
| - Vice-Chair Cochrane | - Trustee Steer |
| - Trustee Fry | - Trustee King |
| - Trustee Sargent | |

Carried.

5.4 Committee Membership Allocation

Trustees referred to the document contained in the agenda package. As advised during the organizational meeting in December, this document has been drafted based on the current committee membership structure and includes the intended Trustees who will serve on the Equity Advisory Circle. Chair Aspin open the floor for questions and committee participation requests:

- Trustee Fry queried the meeting schedule of the First Nations Advisory Committee. Trustee King confirmed the FNAC Committee convenes mid-morning.
- Trustee Fry queried the meeting schedule of the Parent Involvement Committee (PIC). Acting Superintendent Gray was invited to respond, noting that regular meetings with trustees generally occur over the lunch hour. Meetings with extended community representatives occur in the evening.
- Trustee Sargent put forward a recommendation to amend the Transportation Appeals Committee membership to delineate “three Trustees preferred, but two

required". Board consensus to adopt this change for ease of business flow.

- Trustee Fry noted the value in advising all trustees on upcoming committee meetings to allow participation in committees for information purposes. A schedule of meetings is located in the NNDSB website.

Motion: 21-01-8, A. Bottomley/ L. Sargent

Motion: That the Board approve the 2021 committee membership as amended, with the amendments noted to be:

- Trustee Fry appointed as a member of the FNAC Committee
- Trustee Fry appointed as a member of the PIC Committee
- Transportation Appeals Committee membership to state, "All trustees to be available. Three trustees preferred, but two required."

- Carried.

Chair Aspin noted with the approval of the committee membership for 2021, the first orders of business for all committees will be to establish a Committee Chair (or Co-Chairs) and to draft a Terms of Reference document to bring forward to the Board for approval.

5.5 International Education Agreement

The Chair invited Director Myles to speak to this item. Trustees referred to the brief contained in the agenda package. Highlights of the information presented are noted to be:

- It is noted that school boards are required by the Ministry of Education to submit a readiness plan, if the school board intends to welcome international students
- NNDSB is not in a position currently to proceed but wanted to ensure the opportunity was available once travel restrictions have been lifted. The health and safety of our school community remains a top priority
- Cultivating an environment to welcome international students, and enriching student body diversity support tenants in the Board's new strategic plan

The Chair opened the floor for questions, with the following brought forward:

- Trustee Fry queried how many international students the board welcomed over the previous two years. The Director invited the Principal of Student Success and Specialized Programs, S. Ruddy to respond to this question. S. Ruddy noted he could not speak to previous trends; however, the board currently has 13 conditional letters awaiting approval for now until June 2021.

Motion: 21-01-9, H. Fry/ R. Learn

That the Board approve the International Education Agreement as presented and approve its submission to the Ministry of Education. – **Carried.**

6.0 Committee Reports

Standing Committees

6.1.1 Multi-Year Strategic Plan (MYSP) Committee Report

Committee Co-Chair Steer invited to lead this item for the Board. It is noted that the

minutes of the MYSP Committee meeting of December 10, 2020, are included for information purposes. Trustees referred to the report contained in the agenda package. Highlights are noted to be:

- In keeping with the Board's previous direction to the MYSP committee to provide monthly updates, a report is included in the package for review.
- Director Myles noted the MYSP will continue to guide our work moving forward to ensure all aspects of all board business are captured.
- Comment from the Chair to note the committee continues to meet monthly and looks forward to sharing our progress and maintaining community involvement.
- Looking for the Board to support the MYSP Committee's recommendation to post the monthly report presented to the Board together with the roadmap that outlines the progress on the MYSP section of the website, once the reports have been approved and presented to the board. Support expressed from trustees to adopt this approach.

Chair Aspin thanked Trustee Steer for providing this update.

6.2 Ad Hoc Committees

6.2.1 Parry Sound Architectural Selection Committee Report

Chair Aspin invited Committee Chair King to lead this item. A verbal report was provided centering on:

- Committee members reviewed all the proposals submitted over the holidays.
- Individual scores were submitted and collated to develop a shortlist of six firms.
- Next step will be to interview the firms, which is expected to occur very soon in anticipation of the successful firm being selected shortly to hit the ground running.

The floor was opened for questions, with none rose. Chair Aspin thanked Committee Chair King for the report.

6.3 Legislated Committees

6.3.1 SEAC- Unofficial minutes dated December 17, 2020

6.3.2 FNAC- Unofficial minutes- December 7, 2020

The Chair referred trustees to the minutes of the legislated committees contained in the agenda package for information purposes.

There being no further business to discuss, the Board moved to adjourn the meeting.

7.0 Motion to Adjourn

Motion: 21-01-10, H. Fry/ N. King

That we do now adjourn at 7:50 pm. – **Carried**

Jay Aspin
Chair

Craig Myles
Director of Education

Unofficial

TENDERS
January 06, 2021
to
February 09, 2021

| Closing Date | Project | Location | Bidders Submitting Bids | Awarded to | Net Award | Tax | Total | Budget (Without HST) | Contract for No Years | Rational |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|-----------|-----|-------|----------------------|-----------------------|---------------------------------------------------------------------------------------------------|
| December 16, 2020 | RFP NNDSB 2021-001 - Architectural Services for a New Junior Kindergarten to Grade 12 (JK-12) School in Parry Sound Ontario | Parry Sound | 3rd Line Studio Architecture 49 Inc. Critchley Hill Architecture Inc. IBI Group J.L. Richards & Associates Kingslans + Architects Inc. Mitchell Jensen + Group 2 Architects Salter Pilon Architecture Inc. The Venting Group (+VG Architects) Yallowega Salach Bélanger Architecture with Fielding International | Recommendation forthcoming from Parry Sound Building Committee to Regular Board Meeting of Trustees February 16, 2021 | | | | | | Recommendation to the Board based on highest scoring Proponent from completed evaluation matrices |
| January 22, 2021 | RFP NNDSB 2021-006, Provision of External Audit Services (3 year contract, with option to renew for 2 additional years). | Board Office | Baker Tilly SNT, BDO LLP, KPMG LLP | Under review - results to be presented to Internal Audit Committee February 17, 2021 | | | | | | |
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| Title: | Remote Learning Journey: Supporting All Students During the COVID-19 Pandemic |
| Contact: | Sean Ruddy, Laurie Forth, Stephen Krause and Christopher Walkling |
| Date Submitted: | February 9 th , 2021 |
| Mandate: | In response to the COVID-19 pandemic, the Near North District School Board (NNDSB) has provided opportunities for families to access learning remotely. PPM 164 provides direction to school boards related to remote learning requirements, including implementation and reporting. The memorandum also identifies effective practices that school boards should develop to support students during remote learning. |
| Background | <p>Elementary: The Elementary remote learning program has engaged K-8 students from across the Near North District School Board in an exciting online learning community. Staff have offered dynamic and innovative programming and have worked collaboratively with families to ensure a continuation of learning. There have been three formal “transfer” windows to accommodate students/families moving from in-class to remote learning (or, remote to in-class). Following intake windows in September and November, remote learning students and families were invited to join virtual orientation sessions that provided a program “welcome and overview”.</p> <p>Introductory virtual classroom activities allowed students to get to know each other and fostered an online community. Each day, students are offered 300 minutes of learning opportunities, with a combination of both synchronous (live, real-time) and asynchronous (flex-time/independent) learning activities. Programming is based on the full Ontario curriculum and includes guided instruction, large and small-group learning, synchronous check-ins, and asynchronous independent work. Teachers are available to students at all times during their assigned teaching timetables, as they would be if they were face-to-face in a classroom setting.</p> <p>Staff have benefitted from ongoing “classroom-embedded” professional learning experiences designed to enhance the use of virtual tools and optimize instructional approaches for remote learning. Educators have continued to accommodate families who are not able to access technology enabled learning models. This includes providing learning packages that allow for non-tech approaches to learning.</p> <p>Secondary:</p> <p>On August 13th, 2020 secondary students and families began to register for remote learning. The first window for remote learning registration closed on September 10th, 2020. Students that registered for remote learning were removed from their home school courses and system staff launched an online program for over 400 secondary students that started in September.</p> <p>Due to continued demand for remote learning, a second registration window was opened from September 10th, 2020 until September 24th, 2020, following which, registration was closed for Octomesters 1-4. Our third window for</p> |

remote learning registration was open from November 29th until December 18th, 2020 for Octomesters 5-8. There have been several students that have returned to “in-class” learning as we moved through the school year.

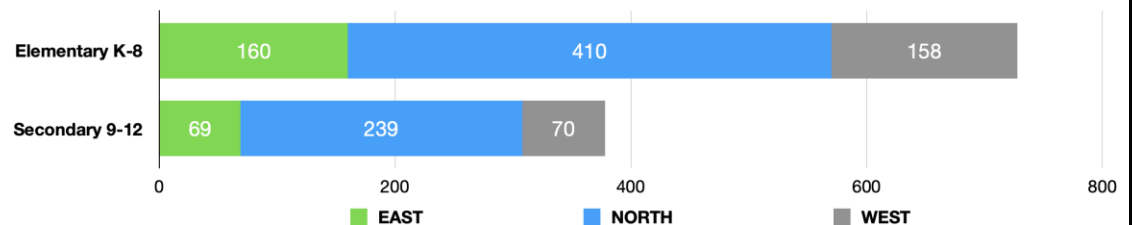
Current Situation

Remote Learning Student Enrolment

Remote Learning: Student Enrolment by Panel - January 18th, 2021



Remote Learning Enrolment by Region



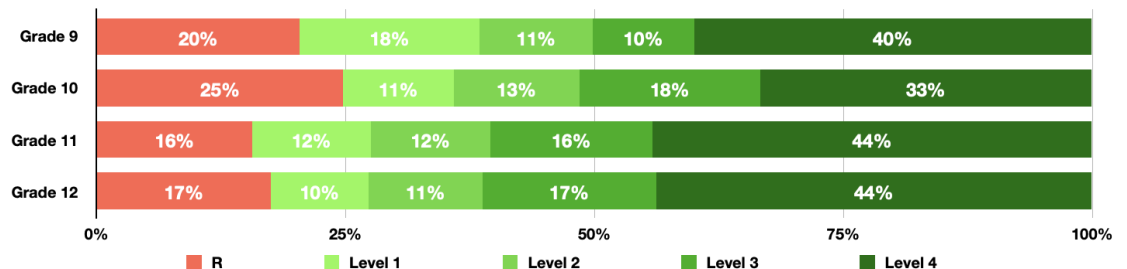
Student Achievement

Elementary: Progress Report cards were distributed to families in November and Term 1 Report Cards are currently being prepared for distribution on January 18th. All areas of the curriculum are being reported on – including French, Health and Physical Education. Student and family engagement remains a focus for remote learning staff as they strive to support all students. During the November reorganization of staff, the elementary Remote Learning program was assigned a 1.0 Differentiated Learning Resource Teacher (DLRT) to support the success of all students, including 140 students with IEPs. Further, elementary Remote Learning was assigned a 1.0 Early Literacy Intervention Teacher and a .25 Math Learning Facilitator. This additional staffing has enhanced our ability to support students/families and identify and close gaps in learning.

Future movement of students will be managed and accommodated using a digital request form and “waiting list” which will be reviewed on a bi-weekly cycle.

Secondary: After 4 Octomesters, our overall Secondary pass rate is 80% with 1,181 credits earned by remote learning students.

Secondary Achievement - Octomester(s) 1-4: By Grade



We have added a full-time student success/guidance/special education

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| | <p>teacher starting Octomester 4 and she has been instrumental in supporting students with IEP's, course planning, post-secondary planning, and individual support. During Octomester 4, we had 15 students recover a credit that they had previously been unsuccessful in.</p> <p style="text-align: center;">Well-Being</p> <p>Students/families continue to have access to mental health resources and supports. Childhood Development Councilors (CDCs) have created a “virtual office” in the remote learning school and continue to provide services to students via technology (including phone). Furthermore, educators and administrators have communicated effectively with families to address and respond to a wide variety of needs.</p> <p>Students have participated in virtual field trips, benefitted from guest speakers, and participated in whole school assemblies (i.e., Remembrance Day). Staff created surveys to identify a school mascot (the Remote Learning Racoons) and colours (blue and red) and have even hosted “Spirit Days”! These efforts have helped to create a sense of community and “normalcy.”</p> <p style="text-align: center;">Access to Technology</p> <p>The NNDSB has continued to allow both secondary and elementary students (that do not have access to technology or the internet) to use board owned MacBooks, iPads and several types of LTE enabled hotspot devices. Increased numbers of “centrally purchased” devices have allowed those who require devices to access them.</p> <p>The provincial Learning Management System (LMS) has become home to our “virtual school.” Each teacher has customized a virtual classroom to welcome students and support learning. Students continue to benefit from a wide-range of board provided virtual resources - <i>including</i> Microsoft Office 365, Adobe Creative Cloud, Virtual Library, Dreambox Learning, and more...</p> <p>Remote learning staff recognize limited internet connectivity and access to technology remains a challenge in many homes and communities throughout the district. Staff 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.</p> |
| <p>Next Steps</p> | <p>Moving forward, educators and administrators will focus on identifying and removing barriers to student/family engagement. This work will continue to acknowledge the many challenges families are experiencing during this unprecedented time and ensure students have access to remote learning opportunities that sustain a responsive and caring educational community.</p> <p>Next steps also include continued professional learning opportunities for remote learning educators, to further enhance differentiated instruction, assessment, and communication with families.</p> |

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| Recommendation | <p>For more information about this project, please access the resources below:</p> <ul style="list-style-type: none">• <u>Policy/Program Memorandum No. 164</u>• <u>NNDSB Remote Learning Webpage</u>• <u>NNDSB Passport to Learning Webpage</u>• <u>NNDSB Remote Learning Orientation for Families – Slide Deck</u> |
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| Title: | Innovative Inventory Process for 3:2 Consolidation |
| Contact: | Superintendent Gay Smylie |
| Date: | Feb 16, 2021 Board Meeting |
| Mandate | <p>To facilitate the successful consolidation of the North Bay secondary schools to ensure diverse and current programming options are available to all students in all pathways.</p> <p>To create innovative, 21st century processes that utilize new technology to increase efficiencies and accuracy in tasks.</p> |
| Update | <p>As part of the move management associated with the 3:2 consolidation, the need for an updated Administrative Guideline to address “Surplus Furniture and Equipment” arose. Although the majority of equipment, furniture, technology and learning materials had previously been moved to Chippewa and West Ferris to support their diverse program offerings prior to September 2020, some additional items remained. The 3:2 committee worked alongside the Purchasing Department to review the previous process and provided recommendations on how to leverage new technologies to modernize the approach. The Purchasing Department used several of the Microsoft 360 suite of tools including applications such as Lists, SharePoint, and Automation, to create an electronic inventory that brings efficiencies to our work.</p> <p>As per the Administrative Guideline, only those materials that are in good condition, support current or future programing needs, and are directly linked to the Ontario curriculum were retained. Principals can view the electronic inventory and request any of the available items; by adopting this new process, school leaders will be able to hand-pick items that can be used to augment students’ overall school experiences, while still remaining property of NNDSB. In this way, NNDSB can ensure that their staff and students are working with materials that support 21st century learning and that all schools from all regions of the Board will have the same opportunity to gain access to the contents of this inventory.</p> <p>A small percentage of remaining items are not required for use in schools, already exist in sufficient amount, or are not suitable to support 21st century learning and will be made available to the public. As per our Administrative Guideline, such items can be purchased through auction on the www.govdeals.ca website. This process allows outside parties to bid on items of interest and, if successful, pay for the items online. Successful bidders will be contacted by the Finance Department to arrange pick-up of their item(s) and sign Appendix A “Terms and Conditions of Sale of Surplus Equipment” of the Administrative Guideline. The public is encouraged to read the Guideline,</p> |

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| | <p>including the Terms and Conditions, prior to placing a bid. This Guideline can be retrieved from the website.</p> <p>NNDSB anticipates that public sale items will be available towards the end of March, which will be further communicated via a media release.</p> |
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| Title: | Director's Update |
| Contact: | Craig Myles, Director of Education |
| Date Submitted: | Board Meeting February 16, 2021 |
| Welcome | February is recognized as Black History Month in Canada. It is a time to celebrate Black culture and history and to applaud the achievements and significant contributions Black Canadians have made to build this country into the diverse, welcoming and strong nation it is today. Every February, NNDSB students are invited to participate in learning opportunities, festivities, and events that honour the legacy of Black Canadians, past and present. Please refer to the board's social media channels for highlights of the activities the school community has organized in honour of Black History Month. |
| Program Updates | <p>SBO Transition Planning Building on the updates presented previously, NNDSB is pleased to welcome Mr. Wally Easton as an Interim Executive Officer to support the board through the transition following SBO Therrien's retirement and the search for a new Superintendent of Business. NNDSB welcomed Mr. Easton beginning on February 1, 2021, to have some overlap with SBO Therrien before her retirement at the end of the month.</p> <p>COVID-19 Update Following the decision by the Chief Medical Officer of Health for the North Bay Parry Sound District Health Unit to close Sunset Park Elementary School, the board wishes to thank the school community for their swift action and support to stop the spread of COVID-19. Students will temporarily pivot to remote learning for two weeks before transitioning back to class. The health and safety of all students remains our top priority. Appreciation is expressed to the school administration, communications team, and NBPSDHU response team for their leadership in navigating this process.</p> <p>International Education Plan Update Following the approval of the NNDSB's International Education Agreement and readiness plan by the Board of Trustees at the January meeting, the plan was submitted successfully to the Ministry of Education. NNDSB is now included on the ministry list of school boards and private schools that have approved COVID-19 plans to welcome international students for the 2020-21 school year.</p> |

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| <p>Event Updates</p> | <p>Student Business Leadership Recognition</p> <p>In June of 2020, the board proudly shared the news that West Ferris Secondary School STEAM program students received one of eleven worldwide Vale COVID-19 challenge grants for their construction and distribution of the UV Cube sterilizer box. Recall that Tessa Summers, Fionna Truong, Ella Kelso and Emily Yates from the FIRST Robotics Team 1305 built the UV Cube at the request of Fionna’s father, Dr. James Truong, to assist with the sterilization of Personal Protective Equipment at the North Bay Regional Health Centre.</p> <p>Since the award, FEME Innovations was born (FEME stands for Fionna, Emily & Ella). The students are learning about many different aspects of starting a business from legalities, accounting, manufacturing, prototyping, distribution, and marketing. The students were invited to participate in a video conference with the Minister of Education, local dignitaries, and school administrators to be recognized for transforming their innovative plans into a business opportunity.</p> <p>Supporting the expansion of robotics opportunities has been a priority identified through the Trustee Initiative fund. NNDSB is proud to support FIRST Team 1305 and the obvious impact they have on students in their program.</p> |
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OPSBA REPORT

February 16, 2021

Trustee Bill Steer – OPSBA Director

1. Northern Regional OPSBA Directors Meeting – Jan. 21 (Trustees Sargent and Fry in attendance)

Theme for this meeting: Indigenous Education Advocacy

Identified Issues

- Northern Regional Indigenous Education Advocacy Issues
- Mandatory Indigenous curriculum –TRC Calls to Action;
- Flexibility in qualification requirements for Indigenous language teachers;
- More land-based support for learning;
- Broad based leadership opportunities for students who identify as Indigenous (e.g. Indigenous Student Trustees, Indigenous Student Leadership Groups);Elders, Senators and Knowledge keepers in classrooms; Culturally responsive and inclusive spaces

Pressing Issues: Since Covid-19 Pandemic

- Connectivity/Broad-Band
- Mental Health/Wellbeing
- Systemic Racism
- Human Resources
- Teachers, Language Teachers
- Mental Health Workers
- Administration and Support Staff

Action item - letter from Northern Regional Directors – to be sent to MPP's

From the OPSBA Northern Region Meeting held on November 5, 2020,

Focus on reviewing our immediate and long-term improvement strategies, priority areas, emerging and urgent issues, and overall progress in advocacy for Northern Ontario Education. Some consistent themes emerged from the discussions within the following areas of focus including equity, Indigenous education, early intervention approaches, effective reciprocal partnerships, Truth and Reconciliation Commission.

2. Osgoode- Human Rights PD - Part II February 17th, 2021 from 1:00-4:30 PM. (NNDSB Trustees in attendance).

This program is designed to provide school board leaders with a foundational understanding of human rights standards and equity relevant to Ontario's publicly funded school boards. The program will cover the principles of Ontario's Human Rights Code, with a focus on addressing systemic inequality. Each session features a keynote lecture delivered by a respected human rights expert and facilitated small group discussions of case studies professionally designed to help integrate a human right and equity-based approach as our responsibilities as school board leaders.

3. OPSBA Public Education Symposium event was held on Thursday Jan. 28. (NNDSB trustees in attendance)

Keynote: The Way Forward: Deconstructing Systemic Racism
Kerry-Ann Douglas-Powell, Manager of Policy and Systems Transformation, Anti-Racism Directorate, Ontario Ministry of the Solicitor General

Provincial Covid-19 Update- Dr. David Williams, Chief Medical Officer of Health for the province of Ontario

Minister of Education- The Honourable Stephen Lecce

Workshops: Human Rights, Equity, Anti-Racism and Anti-Oppression

A Conversation with two Directors of Education on Equity, Anti-Black Racism, Anti-Oppression and Inclusion

4. **Project Compass** – Governance Model and Structure Sub Committee – Feb. 5 – Initial Meeting - Overview

Review Governance Model and Structure Sub-Committee Terms of Reference

Roles and responsibilities

Review and Provide Input on DRAFT Governance Model and Structure Sub-Committee Project Plan

- Confirm timelines
- Confirm components of the review
- Confirm meeting dates, times and general frequency

5. F.Y.I. OPSBA ongoing PD speakers. The next speaker is Dr. Hayley Hamilton, who will be presenting this Thursday, February 11 at noon. Her session is entitled Mental Health Among Students & Adults – How Are They Doing? Dr. Hamilton will speak with trustees about mental health and well-being among students – pre-pandemic and the likely implications of the pandemic on student mental health. She will also discuss mental health among adults in general during the pandemic, talk about the challenges trustees and board staff are facing and speak about supports and coping.

Student Trustee Update

Regular Board Meeting

Tuesday, February 16, 2021

6:30 p.m.

Good evening fellow board members,

I want to start tonight's student trustee report with some exciting news. Three Near North District School Board Students have been accepted into the highly competitive and prestigious SHAD summer program. SHAD Canada's program attracts students with high aptitudes for risk-taking, curiosity, excellence, and resilience and prepares them to take on social and economic challenges. The month-long program includes a real-world design challenge that asks students to work on issues such as food security, water management and waste. As a SHAD alumna myself, I can attest to the life-changing impacts attending this program has. A huge congratulations to these students, two of which are from Almaguin Highlands Secondary School and the other from Chippewa.

With February being Black History Month, our schools have been busy with activities and initiatives that support continued learning and growth regarding this subject. At West Ferris, the school has been featuring quotes and facts of the day about Black History as well as music featuring black artists. At Parry Sound, students are creating awareness about black history through a board in the school's main hall. This board is continuously being added to and includes

facts, pamphlets, art, music, and information about black history, especially black Canadians paving the way for change.

With the current COVID-19 restrictions, it was not possible to bring grade eight students into high schools to initiate the transition process. Instead, students and teachers collaborated to create online grade eight information day videos, which anyone can access from the comfort of their home. Students at Almaguin Highlands Secondary in the Interdisciplinary Studies Class created an interactive virtual map of the school, as well as videos describing various course options. Northern, FJ McElligott, West Ferris, Parry Sound and Chippewa all created similar projects, with each highlighting the unique opportunities available in their school. It is great to see how creativity is being used to provide equal opportunities for students to learn about secondary schools in our board as students in years prior have.

Student Senate is excited to announce that we are working with our board's mental health leads on a campaign called "Thrive in a hive" This project encourages students to unite as we strive for mental wellness. This is being done through a social media pledge campaign as well as a collaborative art piece. Each school will decide on the focus and message they want their piece to portray; then, after creating the art piece itself, will send it to our team so we can make a montage of each school's creation. This project aims to show the strength our students bring to the table through art. The focus is to showcase your school's contribution and design of a piece that is alive and vibrant to help educate the students in your school about Mental Wellness and Mental Health supports.

As displayed through the updates I have shared, students are remaining engaged and striving for the level of excellence we know them to be capable of. I look forward to continuing my work as a student trustee through events such as those mentioned previously and highlighting the student's voice. Thank you for your time and interest in the work of the Student Senate and the Student Trustee.

~Madelaine Hall-Paradis

Student Trustee

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| Title: | School Year Calendar 2021-2022 – Board Report |
| Contact: | Superintendent Gay Smylie |
| Date Submitted: | February 16, 2021 for the Board Meeting Agenda |
| Mandate | <p>As per regulation 304 of the Education Act, school boards are required to submit a School Year Calendar by March 1st for the following school year to the Ministry of Education.</p> <p>A Committee of representatives from the four school boards in our region work together to create a calendar that meets the needs of our students, staff, parents, volunteers and community partners. By working together, the Committee aims to provide consistency across the geographical region and ensure a range of perspectives/needs are taken into account.</p> <p>The committee must also follow Ministry of Education guidelines, which state that all School Year Calendars must include:</p> <ul style="list-style-type: none"> • 194 mandatory instructional days; • Maximum of seven (7) Professional Activity Days (PA Days); • Maximum of ten (10) examination days (for secondary schools). <p>Further, Community Consultation occurs with parents, staff, students, and other stakeholders via our School Year Calendar (SYC) survey prior to the calendar’s finalization. The SYC will be submitted to the Ministry of Education pending Board approval, accompanied by a letter signed by the Director of Education.</p> |
| Background | <p>Student learning, success and well-being are integral considerations for boards in their decision-making. All four local school boards are mindful of the broad reaching impact the placement of the school year calendar can have on students, parents, staff and volunteers. Committee representatives have taken into account several factors in determining the final calendar.</p> <p><u>School Start-Up:</u></p> <p>Labour Day is ‘late’ this year, leaving school to begin on Tuesday, September 7, 2021. In previous SYC community consultation surveys, the option to begin the school year <u>prior</u> to Labour Day was unfavoured by all stakeholders, which is why the option was not presented here.</p> |

P.D. Days for the 2021-2022 School Year:

September 1, 2, 2021: MOE and Board initiatives, with a half day of Violence Prevention Training for all ETFO members as per their Collective Agreement

November 19, 2021: Elementary Parent/Teacher Conferencing, Secondary MOE and Board initiatives

January 28, 2022: Elementary Term 1 Report Card Writing, Secondary Semester 1 Turnaround

April 29, 2022: MOE and Board initiatives

June 3, 2022: Elementary Term 2 Report Card Writing, Secondary MOE and Board initiatives

Secondary Semesters:

The allotted days in the Secondary Semesters will be as follows:

- 91 instructional days in Semester 1
- 96 instructional days in Semester 2

Neither of these totals include exam days or Professional Development days.

Community Consultation:

The 2021-2022 School Year Community Consultation Survey ran from January 26 – February 2, 2021 and elicited responses from parents, staff, students and community members. In all, we received 1784 responses.

The Consultation survey provided respondents with two options for the placement of the Board Holiday and two options for the placement of the Christmas Holiday.

Board Holiday

- Option A: The placement of a Board holiday on June 30, 2022 results in the school year ending June 29, 2022.
- Option B: The placement of the Board Holiday on March 11 to kick-off the March Break results in the school year ending June 30, 2022.

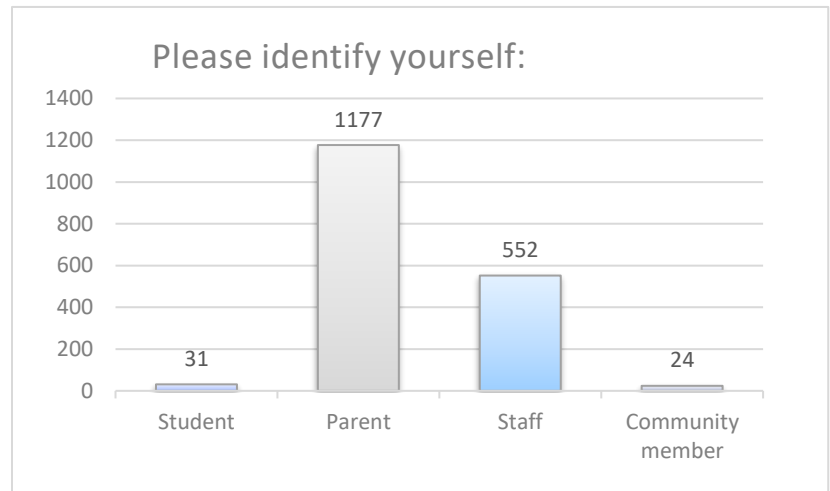
Christmas Holiday Break

Given that Christmas Day falls on a Saturday in 2021, two Christmas Holiday Break schedules were considered:

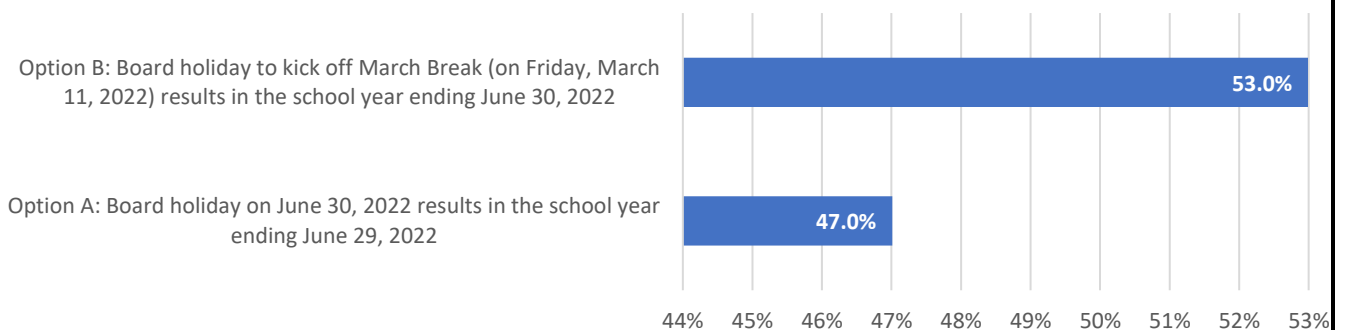
- **Option A:** Commencing Monday, December 20, 2021 through to Friday, December 31, 2021 (last day Friday, December 17, 2021 - return Monday, January 3, 2022)
- **Option B:** Commencing Wednesday, December 22, 2021 through to Tuesday, January 4, 2022 (last day, Tuesday December 21, 2021 - return Wednesday, January 5, 2022)

The responses are as follows:

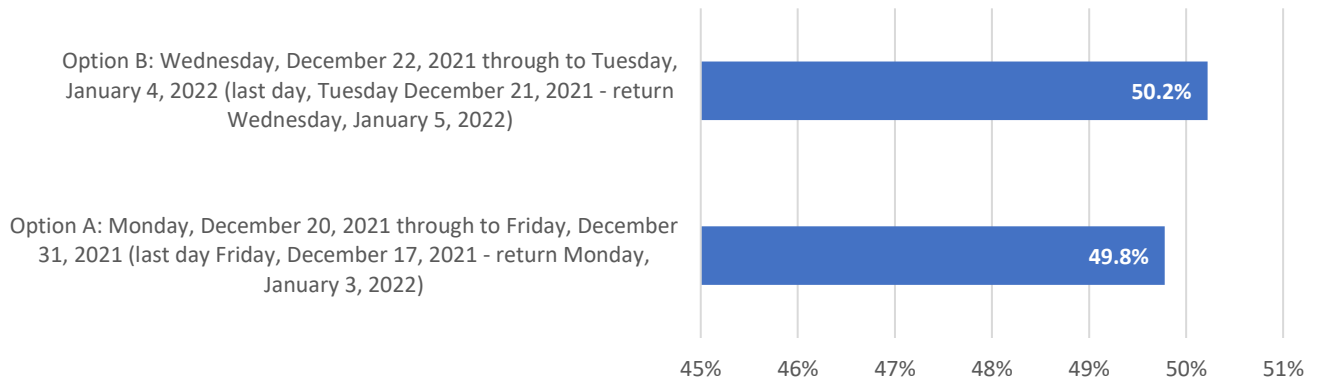
1,784
Survey



Board Holiday - Which option do you prefer?



Christmas Holiday Break - Given that Christmas Day falls on a Saturday in 2021, two Christmas Holiday Break schedules can be considered:



All co-terminus boards had the same results, with Option B being favoured as it related to both the placement of the Board Holiday and the Christmas Holiday. Therefore, the School Year Calendar Committee determined that these options were the preferred and would inform the final 2021-2022 calendar. The 2021-2022 School Year Calendar is attached.

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| Recommendation | That the Near North District School Board receive the report on the School Year Calendar as presented and accept the attached School Year Calendar for the 2021-2022 school year as determined through consultation (survey) across the four local school boards, finalized on February 5, 2021. |
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School Year Calendar 2021 – 2022

Legend → **H** - Statutory Holiday Schedule
E - Scheduled Examination Day
P - Professional Activity Day
B - Designated Holiday
 Half Day

START: Tuesday September 7, 2021
END: Thursday, June 30, 2022

| Month | Number of Instructional Days | Number of Professional Activity Days | Number of Scheduled Examination Days | 1 st Week | | | | | 2 nd Week | | | | | 3 rd Week | | | | | 4 th Week | | | | | 5 th Week | | | | |
|----------------|------------------------------|--------------------------------------|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|---------------|---------------|----------------------|--------|----|----|----------------|----------------------|----------------|----------------|----------------|----------------|----------------------|----------------|----------------|----------------|----------------|----------------------|----------------|----------------|----------------|----------------|
| | | | | M | T | W | T | F | M | T | W | T | F | M | T | W | T | F | M | T | W | T | F | M | T | W | T | F |
| August 2021 | | | | 2 H | 3 | 4 | 5 | 6 | 9 | 10 | 11 | 12 | 13 | 16 | 17 | 18 | 19 | 20 | 23 | 24 | 25 | 26 | 27 | 30 | 31 | | | |
| September 2021 | 18 | 2 | | | | 1 P | 2 P | 3 B | 6 H | 7 * | 8 | 9 | 10 | 13 | 14 | 15 | 16 | 17 | 20 | 21 | 22 | 23 | 24 | 27 | 28 | 29 | 30 | |
| October 2021 | 20 | | | | | | | 1 | 4 | 5 | 6 | 7 | 8 | 11 H | 12 | 13 | 14 | 15 | 18 | 19 | 20 | 21 | 22 | 25 | 26 | 27 | 28 | 29 |
| November 2021 | 21 | 1 | | 1 | 2 | 3 | 4 | 5 | 8 | 9 | 10 | 11 | 12 | 15 | 16 | 17 | 18 | 19 P | 22 | 23 | 24 | 25 | 26 | 29 | 30 | | | |
| December 2021 | 15 | | | | | 1 | 2 | 3 | 6 | 7 | 8 | 9 | 10 | 13 | 14 | 15 | 16 | 17 | 20 | 21 | 22 | 23 H | 24 H | 27 H | 28 H | 29 H | 30 H | 31 H |
| January 2022 | 18 | 1 | 4 | 3 H | 4 H | 5 | 6 | 7 | 10 | 11 | 12 | 13 | 14 | 17 | 18 | 19 | 20 | 21 | 24 E | 25 E | 26 E | 27 E | 28 P | 31 | | | | |
| February 2022 | 18 | 1 | | | 1 | 2 | 3 | 4 | 7 | 8 | 9 | 10 | 11 | 14 | 15 | 16 | 17 | 18 | 21 H | 22 | 23 | 24 | 25 | 28 P | | | | |
| March 2022 | 17 | | | | 1 | 2 | 3 | 4 | 7 | 8 | 9 | 10 | 11 B | 14 B | 15 B | 16 B | 17 B | 18 B | 21 | 22 | 23 | 24 | 25 | 28 | 29 | 30 | 31 | |
| April 2022 | 18 | 1 | | | | | | 1 | 4 | 5 | 6 | 7 | 8 | 11 | 12 | 13 | 14 | 15 H | 18 H | 19 | 20 | 21 | 22 | 25 | 26 | 27 | 28 | 29 P |
| May 2022 | 21 | | | 2 | 3 | 4 | 5 | 6 | 9 | 10 | 11 | 12 | 13 | 16 | 17 | 18 | 19 | 20 | 23 H | 24 | 25 | 26 | 27 | 30 | 31 | | | |
| June 2022 | 21 | 1 | 6 | | | 1 | 2 | 3 P | 6 | 7 | 8 | 9 | 10 | 13 | 14 | 15 | 16 | 17 | 20 | 21 | 22 | 23 E | 24 E | 27 E | 28 E | 29 E | 30 E | |
| July 2022 | | | | | | | | 1 H | 4 | 5 | 6 | 7 | 8 | 11 | 12 | 13 | 14 | 15 | 18 | 19 | 20 | 21 | 22 | 25 | 26 | 27 | 28 | 29 |
| TOTAL | 187 | 7 | 10 | <p>Note: The 2021-2022 calendar provides for 196 possible school days between September 1, 2021 and June 30, 2022. The school year shall include a minimum of 194 school days of which three days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days.</p> | | | | | | | | | | | | | | | | | | | | | | | | |

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| Title: | Capital Project Approvals 2020-2021 |
| Contact: | Liz Therrien – Superintendent of Business |
| Date Submitted: | February 16, 2021 |
| Background: | <p>Annually the Ministry VFA database that holds all data relating to high and urgent needs projects along with knowledge of local needs is reviewed by Plant & Facilities Department to determine which projects to proceed with and make such recommendation to the Board for consideration. Funds are received annually from the Ministry of Education in annual grant allocations for Capital Projects and must be directed to this activity only. Funds not expended in any given year must be placed in specific reserves to be used for capital expenditures in future years. Total projects in 2020-2021 being recommended to the Board for consideration and approval at this time amount of approximately \$5,786,015 as per Appendix A.</p> <p>In bringing forth Capital Projects this year, consideration was given to which projects could be completed and tendered in a timely manner this year and therefore not all allocations for School Renewal and School Condition Improvement are being accessed in their entirety at this point in time. This is also owing to the fact that the Near North District School Board made application to COVID-19 Resilience Infrastructure Stream (CVRIS) funding whereby to be eligible for funding, projects are not able to commence until Federal funding is approved and such approved projects under this funding must commence no later than September 30, 2021 and have reached substantial completion by December 31, 2021. Near North is still awaiting hearing if its submitted projects are approved by the Federal Government.</p> <p><u>School Renewal Projects</u></p> <p>The Ministry of Education provides annual allocations for School Renewal based on enrolment to school boards. The Plant & Facilities Department has reviewed outstanding needs and have recommended School Renewal Projects in line with funding. Funding for School Renewal is \$2,712,084 for 2020-2021.</p> <p><u>School Condition Improvement Projects</u></p> <p>The Ministry has continued to provide School Boards with School Condition Improvement funding to address added School Renewal Needs. This funding has been allocated primarily based on each Board's number of schools and the schools facilities inventory. The Plant &</p> |

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| | Facilities Department has reviewed outstanding needs and have recommended projects accessing School Condition Improvement funding. Funding for School Condition Improvement is \$5,077,863 for 2020-2021. |
| Recommendation | That the Near North District School Board approved proceeding with the 2020-2021 Capital Projects as listed in Appendix A – School Renewal & School Condition Improvement Projects. |

Appendix A

Near North District School Board

School Renewal & School Condition Improvement Capital Projects 2020-2021

| <u>School</u> | <u>Project Description</u> | <u>Budget Requested</u> |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| Chippewa | Interior upgrades in tech. classrooms - Paint South area parking and bus loop paving Auditorium exterior wall upgrades - cladding Installation of additional access points - South area exterior doors HVAC upgrades - East | |
| West Ferris | HVAC upgrades - Hospitality classroom HVAC upgrades - building Parking lot upgrades - site | |
| Argyle PS | Washroom upgrades - fixtures, partitions Septic system upgrades Well upgrades - drilling, pumps and valves Domestic water upgrades - piping | |
| FJ McElligott | PA system, security upgrades HVAC upgrades - roof | |
| MT Davidson PS | Washroom upgrades - partitions, toilets, sinks, fixtures | |
| Mapleridge PS | Washroom upgrades including partitions and urinals. PA system upgrades | |
| | TOTAL | <u>\$5,786,015</u> |



P.O. Box 3110, 963 Airport Road
North Bay, ON P1B 8H1
705.472.8170, Fax: 705.472.9927

Jay Aspin, Chair

Craig Myles, Director of Education

Multi-Year Strategic Plan Committee

Thursday, January 7, 2021

Head Office of the Near North District School Board
963 Airport Road, North Bay, ON

Committee Members Present

Bill Steer, Committee Co-Chair
Jay Aspin, Board Chair

Staff Present

Craig Myles, Director of Education
Krista Messenger, Executive Assistant
Liana Blaskievich, Officer Corporate Affairs

Absent

Rob Learn, Committee Co-Chair

1.0 Call to Order

Co-Chair Steer called the meeting to order at 10:20 AM. Attendance was called to confirm the meeting has quorum.

1.1 Adoption of the Agenda

Moved by Board Chair Aspin that the agenda for the January 7, 2021 Multi-Year Strategic Plan Committee be approved as presented.

CARRIED

2.0 Approval of Minutes

2.1 MYSP Committee minutes- December 10, 2020

Moved by Board Chair Aspin that the Committee approve the Multi-Year Strategic Plan Committee minutes as presented for the meeting held on December 10, 2020.

CARRIED

3.0 New Business

3.1 Verbal Update

Co-Chair Steer invited the Officer of Corporate Affairs, L. Blaskievich, to speak to this item. Committee members referred to the attachments included in the agenda package to guide the update. Highlights of the conversation included:

- Update to note the Director as appointed Superintendent Smylie to lead this work internally.
- This work is purposeful and not accomplished quickly. Further planning to occur with the executive team in January and February (as outlined on the road map document included in the agenda package)
- The focus has turned to aligning the MYSP to the teaching and learning goals of the board improvement plans for student achievement and well-being (BIPSAWB). This will be expanded to all departments to ensure clarity and mutual responsibility for each strategic priority.
- Goal alignment will ensure consistency and reinforcement of the value of the MYSP
- Several internal meetings have occurred to orient the planning templates.
- Director has developed thorough follow-up mechanisms to ensure the momentum is maintained and the process pivots smoothly to the remote work environment.

3.2 Review of Board Report

Co-Chair Steer referred Committee members to the report included in the agenda package. Review of the report to confirm it includes the relevant updates to bring forward to the Board for approval. Highlights of the discussion are noted to be:

- Consensus to note Co-Chair Steer will lead this item at the Board meeting, with the report included in the package.
- Director Myles noted he will speak to this item for support as needed, with the Officer of Corporate Affairs to join as a resource to answer questions and provide a more thorough review of the road map.
- Discussion on posting the committee reports and road map progress on the MYSP section of the website once the board has reviewed and accepted the reports.
 - Consensus to adopt his approach to keep the public informed on the work accomplished and to come.
- Comments from Board Chair Aspin to note the road map is an excellent depiction of the MYSP journey.
- Brief mention of how to inform the public of the actions taken to address some of the structural challenges previously identified as a broad plan for the way forward.
- Director Myles to speak to this verbally at the Board meeting and update the road map to plan to ensure these challenges are addressed.
- Committee noted support for this approach to ensure staff and the public are aware this remains a priority to address. Board Chair Aspin noted he would be pleased to speak to this as part of the Chair's closing remarks to reinforce its importance.
- Staff to incorporate this feedback and include the direction discussed.

4.0 Adjournment

There being no further business to discuss, on January 7, 2021 the Multi-Year Strategic Plan Committee stands adjourned at 10:37 AM.

Minutes: BS/km.

BOARD REPORT

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| Title: | MYSP Committee Update |
| Contact: | Trustee Steer, Trustee Learn |
| Date Submitted: | Feb 16, 2021 |
| Mandate: | Completion of a Multi-Year Strategic Plan |
| Rationale: | <p>Ensure the completion of the comprehensive Multi-year Strategic Plan through the completion of goal setting collaborative work in each of the priority areas: excellence in teaching and learning, excellence in innovation, excellence in relationships, excellence in communication.</p> <p>Action planning is taking place in the interest of, but not limited to, excellence in teaching and learning, alignment of finance and resources to student achievement and wellbeing, increasing broad band and IT resources for students and staff and human resources board office reorganization resulting in key role analysis and the appropriate appointment and alignment of key roles necessary to maintain structure and organizational practice.</p> <p>Ensure that the work of every action plan has a direct line of sight to the highest intentions of the organization, All NNDSB goals should link to the vision, mission and values of the Multi-Year Strategic Plan.</p> |
| Timeline: | On track with the MYSP Road map-see attached. There have been delays due to COVID-19 directives and a switch in gears that has caused an “all hands on deck” environment to ensure student achievement and wellbeing. |
| December 2020 | Creation of aligned process whereby Board Improvement Plans for Student Achievement and Wellbeing and School Improvement Plans for Student Achievement and Wellbeing are aligned to the goals of the Multi-Year Strategic Plan. |
| January 2021 | <p>The MYSP board team prepared to facilitate the distribution of templates created for department planning aligned to the MYSP /BIPSAWB. Templates ensure departmental, board improvement and school Improvement planning that support the creation of smart goals (specific, measurable, achievable, realistic, time bound,) Progress will be monitored and evidence informed adjustments will be made as appropriate.</p> <p>This process takes collaborative mindful planning over several sessions between and amongst all departments. This will ensure to ensure alignment of all action plans to the board priorities within the MYSP.</p> |
| February 2021 | It was determined in January, in discussion with the MYSP committee that there should be more clarity around the complex processes in place to ensure the alignment of all Board goals to the overarching MYSP plan. The MYSP alignment graphic- attached was created to provide visual |

representation and further explanation of the complex processes at play in MYSP/BIPSAWB/SIPSAWB/DIPSAWB alignment. The circular graphic is meant to support understanding of where every department every staff member in the organization plays a role in working toward the core purpose of student achievement and wellbeing which sits at the nucleus of the circle. Each circle is a representation of the work and process toward meeting this core purpose, beginning with the Trustees and Director in the outer circle setting the overarching priorities for excellence represented in the second ring. Moving inward the next circle represents the organizational processes that occur to support the inner circle of system staff and staff in schools who directly affect student achievement and wellbeing on a daily basis. The graphic demonstrates the collaborative processes that must occur in and amongst departments to ensure that our core purpose is met. The latest draft was completed Jan 31st and presented to committee Feb 11, 2021. It will be posted to the MYSP page of the NNDSB website.

The MYSP board team created planning tools that allowed for easier comprehension of the alignment process and supported the planning of each department, HR, Business/Finance, IT, Communications, Program, Facilities aligned to the MYSP /BIPSAWB/SIPSAWB/DIPSAWB process. Templates ensure departmental, board improvement and school Improvement planning that support the creation of smart goals (specific, measurable, achievable, realistic, time bound,) Progress will be monitored and evidence informed adjustments will be made as appropriate.

This process takes collaborative mindful planning over several sessions between and amongst all departments, this will ensure to ensure alignment of all action plans to the board priorities within the MYSP. Planning began with the Program Department taking the lead. Feb 3rd it was determined that with a few final tweaks, the team was ready to bring templates to the Program team in order to facilitate the building of the BIPSAWB which must be submitted to Ministry upon completion. The date of this collaborative session has not been set as of Feb 12 but will take place in February.

Department planning, which compliments the MYSP is slated to begin in late February, early march after Ramsay Partners has engaged in collaborative sessions to redefine board office department roles and task performance in addressing operational gaps. Teams must feel settled in their role definitions before engaging in collaborative plans which ask them to see their place in the work toward those goals.

Next Steps:

The Director's office will bring forward a progress update to the Board MYSP Committee Thursday March 16, 2021 to provide a progress update toward next steps.

Multi-Year Strategic Plan (MYSP): An Integrated Approach

Depicting alignment of the Multi Year Strategic Plan/ Board, School and Department Improvement Plans for Student Achievement and Wellbeing

MYSP Planning, Implementation and Monitoring is a dynamic, organic process where all the components - board, department, and school teams set goals and actions that align to the priorities of the plan.

These entities:

- Constantly evolve and assess their results to assure alignment toward the four MYSP priorities.
- Assure every action plan has a direct line of sight toward Student Achievement and Wellbeing
- Fulfill the vision, mission and values of the MYSP.

NNDSB ensures that the work of every action plan has a direct line of sight to the highest intentions of the organization, All NNDSB goals should link to the vision, mission and values of the Multi Year Strategic Plan.

The Circles of Excellence:

The Outer Circle represents the four priorities established by the Board of Trustees, the Director of Education and the Senior Team – **Excellence in Communications**, **Excellence in Innovation**, **Excellence in Relationships**, **Excellent in Teaching and Learning**. It emphasizes the priorities of the 2021-26 Multi-Year Strategic Plan. The Director and Trustees set ambitious priorities and entrust the board staff to implement the plans that support and enrich those priorities toward the core purpose of Student Achievement and Wellbeing (at the vortex). Each of these priorities is supported by a comprehensive plan for staff.

The Grey Circle represents board practices which involve structural /business practices that support all staff. The Director and Senior Team set ambitious goals and design metrics for their progress. Goals are established for effective board practice, structure, culture, philosophies and innovation in key areas of HR, IT, finance, communications, community partnerships, teaching and learning.

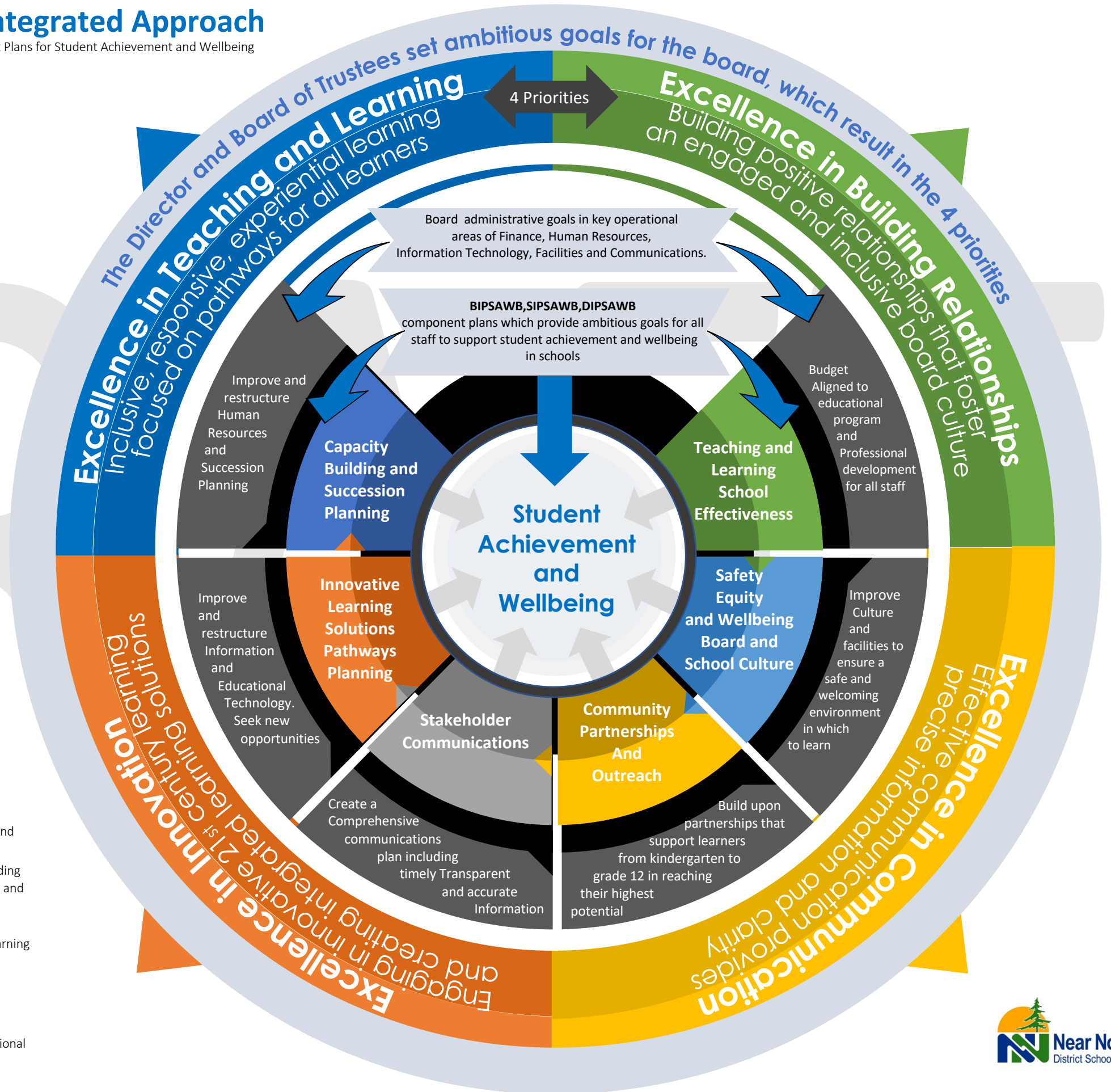
The Inner Circle represents relevant staff and their contributions that more directly support student achievement and wellbeing. **BIPSAWB, SIPSAWB & DIPSAWB** are acronyms denoting **Board, School, and Department Improvement Plans for Student Achievement and Well-Being**. Senior leadership, principals, vice principals, managers and other staff develop and implement board plans (**BIPSAWB**), school plans (**SIPSAWB**) and department plans (**DIPSAWB**) to engage professional practices that move the board toward set goals in Student Achievement and Wellbeing.

Vision: We strive to ensure all members of our educational community contribute to a thriving and inclusive culture of student achievement and wellbeing

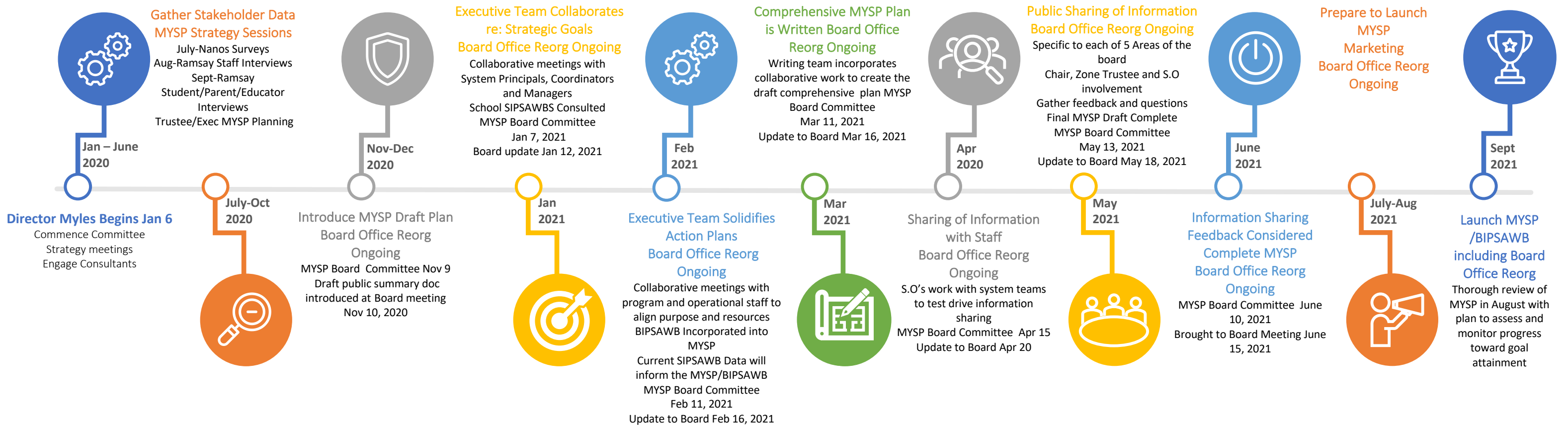
Mission: To provide opportunities that empower all learners to develop their potential by providing diverse pathways which lead students to become model citizens who achieve life goals and contribute to the betterment of society.

Values:

- We value respectful and welcoming teaching and learning environments that support diverse learning needs and promote achievement and well-being for all.
- We value the Teachings and Principles of Indigenous Cultures
- We value equity in our diverse educational community and are accountable to the success and wellbeing of all.
- We value community partnerships that support us.
- We value your confidence in us and strive to maintain it through the delivery of excellent educational opportunities for all.



Multi Year Strategic Plan Road Map



Jay Aspin, Chair

Craig Myles, Director of Education

Finance Committee

Monday, February 1, 2020

Head Office of the Near North District School Board
963 Airport Road, North Bay, ON

Committee Members Present

John Cochrane, Committee Chair
Donna Breault, Trustee
Bill Steer, Trustee
Al Bottomley, Trustee
Jay Aspin, Board Chair

Staff Present

Craig Myles, Director of Education
Krista Messenger, Executive Assistant
Liz Therrien, Superintendent of Business
Wally Easton, Interim Executive Officer
Wende Proulx, Manager of Finance

Absent

No regrets noted.

1.0 Call to Order

Committee Chair Cochrane called the meeting to order at 3:32 PM. Attendance was called to confirm the meeting has quorum. Interim Executive Officer Easton welcomed to the meeting.

2.0 Adoption of the Agenda

Moved by Trustee Steer, and seconded by Trustee Bottomley, that the agenda for the February 1, 2021 Finance Committee be approved as presented. – *CARRIED*

3.0 Adoption of the Previous Minutes

Moved by Trustee Steer and seconded by Trustee Breault that the Committee approves the Finance Committee minutes as presented for the meeting held on November 13, 2020.-
CARRIED

4.0 New Business

4.1 Annual establishment of Committee Chair

It is noted that this agenda item is an annual requirement for each committee to establish following the reorganization of trustee membership. Committee Chair Cochrane confirmed he would be pleased to continue in the role of Committee Chair, and the floor was opened for comments or further nominations.

Trustee Bottomley expressed support for Committee Chair Cochrane continuing with the chairship, which was echoed by Trustee Steer. With no comments opposed, a motion was passed for John Cochrane to acclaim the role of Chair of the Finance Committee. Committee Chair Cochrane thanked

the members of the Finance Committee for entrusting him with this responsibility, nothing that he is pleased to bring leadership to fulfill this capacity.

4.2 Terms of Reference discussion

In keeping with the annual establishment of a Committee Chair, it is noted that the Board Chair gave direction to all committees to develop a committee Terms of Reference for approval by the Board of Trustees. Committee Chair Cochrane opened the floor to discuss this item. Highlights of the conversation are noted to be:

- Director Myles noted this item falls in line with the feedback in the Special Advisors' report to strengthen the Board's governance process and provide clear delineation of committee roles responsibilities.
- Point raised that the Finance Committee's Terms of Reference should align with the Board's Multi-Year Strategic Plan (MYSP). Given the MYSP will be presented for approval in June 2021, it may be prudent for the Committee to defer the development of their Terms of Reference until this time.

Consensus from committee members to support this approach. Board Chair Aspin has joined the meeting. Brief review of the meeting highlights provided. Board Chair Aspin concurred with the Committee's decision to place the Terms of Reference in abeyance until the approval of the MYSP.

4.3. Financial Report Update- 2020/2021 Revised Estimates

Committee Chair Cochrane invited SBO Therrien to speak to this item. Committee members referred to the attachment contained in the agenda package. Highlights of the conversation are noted to be:

- Confirmation that the purpose of this statement is to provide a high-level in-year status and update as to the financial condition of the Board with regard to actual revenues and expenditures compared to budgeted revenues and expenditures.
- Recall a balanced budget was presented to the Board for approval in July-August 2020. At that time, the government extended funding to school boards to deal with COVID expenditures and amended legislation to allow an in-year deficit of 2% of the annual allocation.
- As noted in the enrollment report presented to the Board in January, NNDSB enrollment has declined by approximately 250 students. This trend is consistent across the province, noting that the province has provided one-time stabilization funding to help boards deal with this enrollment decline.
- School boards were required to disclose all federal and provincial COVID relief income as one allotment. NNDSB received \$3.3M and it is estimated the Board will incur approximately \$4.2M in expenses related to COVID-19
- There are also additional expenditures that have been included in Revised Estimates that were not originally budgeted for.
- Consulting expenditures are budgeted for \$150K in order to address the recommendations in the Special Advisor's Report and create the MYSP. An application was submitted to the ministry for the "Audit and Accountabilities Fund" (AAF) to cover these costs.
- Snow removal costs have increased slightly (recall the new access at Alliance PS due to the extra path created to reduce traffic congestion).
- With regard to COVID- adjustments were made in staffing as a result of sustaining two different modes of instruction (in class and virtual). Surplus will need to be accessed to off-set this.
- This has shifted projections to expect an approximate \$1.5M deficit. Note that the province is allowing this and note NNDSB ended last year in a surplus position (due to COVID-19 and labour sanction impacts).

Committee Chair Cochrane thanked SBO Therrien for providing this review and expressed appreciation to the Manager of Finance for preparing and summarizing the information so well. The floor was opened for questions.

- Board Chair Aspin inquired about the status of the AAF funding and how much of the funds have been expended, and whether this funding is annualized.
 - SBO Therrien noted the \$150K was allocated to NNDSB as part of the 2019-20 year with the funding expiring January 31, 2020. Director Myles spoke to the confusion over the AAF funding, in sharing approval was communicated but the money has not been received. During this time, the eligibility criteria changed and the program transitioned to an “AAEF” fund. Director Myles has reached out multiple times for an update on when to expect the funding, with no firm date received. It is hoped that NNDSB would also be eligible under the new program criteria, but this has not been confirmed.
 - Board Chair Aspin expressed disappointment with the bureaucratic process, noting that he had communicated directly with Deputy Minister Naylor on the necessity of these funds to continue with the progress the Board has made. Board Chair Aspin deferred this matter to further conversation with the Director to establish next steps.

4.4 Accumulated Surplus

Committee Chair Cochrane invited SBO Therrien to speak to this item. Committee members referred to the attachment contained in the agenda package. SBO Therrien thanked the Manager of Finance, W. Proulx, for her work preparing the statement for review. Highlights of the conversation are noted to be:

- This statement represents a snapshot for the year ended August 31, 2020.
- The total balance of the Board's accumulated surplus is \$ 17,948,475 comprised of various appropriated and unappropriated (restricted and unrestricted) funds.
- Funds that deserve noting are the Operating Accumulated Surplus which is \$11,049,477 and School Renewal \$589,805. The Operating Accumulated Surplus is an unappropriated fund and the School Renewal is an appropriated fund, Ministry approval is required before using these funds. At the October 13, 2020 Board meeting trustees passed a motion to use the School Renewal Funds for the second phase of the 3:2 Consolidation. All other funds are appropriated for a specific purpose as a result of consolidation or to support a historic approved financial decision to its conclusion (ie. grandfathering of retirement gratuities and capital projects at various schools). Given the ongoing COVID pandemic the Ministry has legislated the ability to use Accumulated Surplus of up to 2% of operating allocations (approximately \$2.8 million) to incur an in year deficit due to COVID.
- Deferred revenue amounts to approximately \$1.9M. These are all specific purpose funding/grants that have to be spent on their intended purpose. They are operational in nature (ie. instructional specific) and during budget deliberations are usually always intended to be spent in entirety.

Committee Chair Cochrane thanked SBO Therrien for her review. Committee members advised to email SBO Therrien, with a copy to J. Cochrane, with any questions.

4.5 Trustee Initiative Fund

SBO Therrien referred Committee members to the statement included in the agenda package. It is noted that \$50K was budgeted for this purpose and it remains intact.

4.6 Budget Manual

Vice-Chair Cochrane referred Committee members to the draft manual contained in the agenda package. SBO Therrien invited to speak to this item. Highlights are noted to be:

- Attention called to pages 11-13, where updates from the previous version have been included for action during the next budget cycle.
- A suggested timeline is included that articulates the flow of decisions and information leading up to the approval of the budget in June 2021 that groups activities by month.

- Next step will be to refine timelines with the Executive Council and report back to the Finance Committee with the feedback. Suggestion to include this as an annual activity for the Finance Committee to review in February to begin the budget process for the Board.

Committee Chair Cochrane thanked SBO Therrien and the finance department for developing this resource. Confirmation from the committee their role is to ensure a more streamlined process is in place. Floor opened for comments.

- Board Chair Aspin noted the value in continuing to develop this resource for future use.
- Director Myles echoed the support expressed by the Chair and commended the finance department for their leadership creating a crisp and succinct resource.

No further questions to note.

5.0 Adjournment

Moved by Trustee Steer and seconded by Trustee Bottomley, that there being no further business to discuss, on February 1, 2021, the Finance Committee stands adjourned at 3:07 PM. -*CARRIED*.

Minutes: JC/LT/km.



NNDSB Equity Advisory Group Minutes February 3, 2021

Present:

Louise Sargent, Trustee
Tracy Hendrick, Indigenous Education
Seth Compton, Outloud North Bay
Nathan Moore, CAS Teacher Liaison Youth in Care
Deborah Robertson, Multi-Cultural Society
Sandra Zurbrigg, NNDSB Teacher
Amanda Mathias-Mizzi – Education Officer, Indigenous Education & Well-being Division
Melanie Gray, Acting Superintendent of Education
Susan Wilson, Principal of Special Education
Susan Lessard, Mental Health Lead
Karen Waller, Principal/Equity Lead
Lisa Collins, Interim Executive Officer
Krista Holmes, Executive Assistant

Regrets:

Nichole King, Trustee
Margaret Soroye
Marcus Etienne, PIC Chair
Cathy Bennett, PIC Chair

Welcome

- Superintendent Gray welcomed everyone to the meeting.
- Staff are invested in this work and welcome the support of this group.

Personal / Professional Introductions

- Introductions were made around the table.

Committee members referred to the attachment contained in the agenda package, NNDSB Equity Advisory Circle presentation.

Guiding Principles

- This is a staff committee and not a Board legislated committee. Guiding principals will be shared and a term of reference developed. This will align with the direction of the multi year strategic plan.
- A chair is not mandated but it was suggested that Superintendent Gray lead these meetings.

Points from Slides - Sharing the Context of our Work in the NNDSB

- The Equity and Inclusion Framework can be found on the Board's website. There are 8 areas of focus, and the board will drive their work through these areas.

- The Inclusive Environments will be reflective in school's experience. There will be a deep focus on safe and accepting support spaces.
- There is much work to be done to bring the Inclusive Curriculum & Assessment Practices to where we want it to be. Karen shared that there have been money and resources put into the Library and CSC, to help align with classrooms. There will continue to be more books that are reflective of the students in our classes, and this will help with acceptance, inclusiveness and diversity. The library staff have and will continue to share these resources with the teachers, while building their libraries and supplies. Another target to focus is to be sure that learner profiles are meeting student needs – where they are at. We will continue to work with educators, while being responsive to the learners needs.
- Karen spoke to the continued system wide approach that Board staff have been working on in regard to PD related to equity, inclusion, diversity, and anti-racism.
- Amanda Mathias-Mizzi will continue in her role with the Ministry, connecting us with her experiences and work in Human Rights.
- The group was advised that Tracy Kirk responds, connects, and supports in the Transitions process for our First Nation Communities. We have received a significant number of students (refer to Transitions slide) that list language as a barrier. This is where, it is believed that our PD will really start to “kick in”.
- Graduation Coaches (Full time at PSHS, and 3 part-time at North Bay Schools) have also been a huge success throughout our board. The program started in Parry Sound, and several other secondary schools in the board are building upon this model. Thankful to have Nathan as part of this Circle, as he works with the NNDSB to support in the Joint Protocol for Student Achievement.
- Through the This is Us student identification survey, a lot of great data was accumulated. Year 2 proved harder moving forward with working with the data due to COVID-19 and school closures. With this data collection becoming mandatory in 2023, the NNDSB is feeling great about their current participation in supporting equitable experiences for its students. The data was harder to collect for the K-6 students, but with great results from the 7-12 group, we are really starting to get a sense of who we are. The Board applied for a grant to support furthering our work this year.
- The data analysis will allow us to dig further, while using the current knowledge of data we already collect such as graduation rates, attendance, suspensions, and pathways to begin our dialogue with the community. This data will be a driving force to help us to develop our own policies, while starting important conversations.
- Sue Lessard is happy to see that there was considerable data to support mental health referrals. There is so much value in the data collected, that will help in various ways, but especially to help identify referral patterns. However, it was noted that one data set alone is just a start. We need conversations like what's happening in this Circle to continue, and to add lived experiences into the mix.

Collaboration: Defining our Purpose/Mandate

- Superintendent Gray is looking forward to the summarized data, as it is very exciting to get to know who we serve. This narrative will be used, along with the data, through an anecdotal lens. She opened the conversation to the rest of the committee to hear their voices, before determining next steps.
- Many NNDSB students come and use the Outloud space. Students find this a safe space to share their experiences and learn from others. It is a concern as to when they go home, are

there needs continuing to be met? It was asked how we educate adults/ grandparents in our communities.

- There are concerns over students wanting to change their names and how our system documents it. This can add to student anxiety. Superintendent Gray let the committee know that there is a new system coming and will endeavor to work with I.T. to see what the program can offer to better capture this important information. At this time, students can choose to use their preferred name.
- It was suggested that more focus should be on gender neutral bathrooms and locations. Some schools offer this but not all. The NNDSB PIC committee has also identified this as something they would like to work on. Trustee Sargent will also take this to the building committee for the new build.
- Work with educators will continue. Terminology, language, and overall comfort levels are of utmost importance. The teacher sets the tone and students will model the environments that they create.
- Principals also need training/information too as they support educators. As an example, a message from one Principal about smudging can be different from another.
- Policies will be able to be created through collaborations such as this, to help support this work.
- A Student Wellness group that has created a Wellness Together Pledge will be circulating information out and will be paired with the wellness kits that are going to be distributed soon.
- Superintendent Gray would like student representation with this group, as she believes that a student(s) voice will be incredibly important. COVID-19 has made it tough to have much engagement with youth, however if we are creative and flexible, she believes that we will find student(s).
- A podcast was suggested where members of this circle could be interviewed.
- Jeff Roynon (Data Analyst) will be invited to the next meeting.

Next Steps

- The minutes from today's meeting will be added to the agenda for the next public board meeting. It will also be provided to the Communications Team to share with stakeholders, as well as being added to the NNDSB website.
- Communication from this Circle aligns with other committee's work in Superintendent Gray's portfolio such as FNAC, SEAC and PIC.
- Superintendent Gray hopes to have this Circle meet 4-5 times a year. A space/platform will be created to drop suggestions, ideas, etc. In the meantime, the collaborative space will continue, and members will help to co-create an agenda.

Next meeting – Thursday April 1st at 9:30.

**Parent Involvement Committee (PIC)
January 20th, 2021 – 1:00pm
TEAMS online meeting**

Melanie Gray, Acting Superintendent of Education
Harry Fry, Trustee
Marcus Etienne, Parent
Cathy Bennett, Parent
Melanie Allard, Executive Assistant

- Melanie Gray, Acting Superintendent of Education responsible for the parent involvement committee welcomed everyone and went through introductions.
- Parent involvement is essential, and it takes a team approach to create conditions for safe and accepting learning. Parents know their children best.
- We are always looking for ways to help engage parent participation. We would like to know what we can do differently and learn from families.
- Students should see themselves reflected in our buildings.
- There are a set number of mandated meetings. Historically this has involved administration and co-chairs video conferenced from three sites. Many different types of learning activities have been tried, some with success others with partial success.
- The Board is thankful to our co-chairs for their time and dedication.
- In this environment activities need to be very creative and must be done virtually.
- It was suggested that an introduction meeting/session could be an idea. This has been successful in the East/West areas. These tended to be more formal whereas the connection meetings were well received as a more one on one connection and relaxed atmosphere to speak freely.
- It was suggested that a session including Indigenous culture could be well received.
- Mental Health and how it affects our students is very important during this COVID environment. It has been a lot for our students to process and created many drastic changes in their lives. Mental Health Kits have just become available through the Ministry which could be a good discussion piece. Challenges with distance learning and suggestions for students and parents. Directing Families to Mental Health and Indigenous connections/supports.
- Questions could be received in advance of these sessions.

Future Planning

- Two new Tipis' have been commissioned at Parry Sound High and Chippewa. This

would be a great news story to share out with families. It could be shared virtually bringing in special guests.

- A virtual information meeting could be organized to share priorities for the remainder of the year and look at some sessions we could offer. These sessions can be recorded and uploaded to the Board's website for later viewing.
- Many families do not have a cell phone/device or connectivity. Could packages be sent home with students? A paper pamphlet may allow us to reach these families. The Board's communication department could help to get the "word" out.

COVID update

- It was asked if schools are continuing SAC meetings remotely. This can be dependent on the school and the number of parents involved. As many families are busy, minutes are taken and can be circulated to keep everyone up to date. Connectivity is an issue for many families.
- Any meetings taking place should be done virtually. Parents should reach out to their school principals with any questions/concerns.
- It was asked if our students will remain in school moving forward? It is difficult to anticipate what the Government will decide. Northern cases are much lower, so the Government is much more focused on the higher cases in the Southern region.

A virtual session that encourages parents to send questions ahead of time, that includes system level and administration staff. Special education/ Mental Health/ COVID-19 are suggested topics. The Health unit works closely with the Board to help answer questions and concerns.

Trustee Harry Fry will ask at the next Ferris Glen SAC meeting for any interest in being apart of PIC and follow up with any contact information.

1. Call to Order – 1:02 pm

2. Attendance via TEAMS online meeting platform

| | |
|-------------------|-------------------|
| Harry Fry (Chair) | Chris Guillemette |
| Alan Bottomley | Susan Wilson |
| Kimberley Gignac | Tracy Hanzlik |
| Barb Laverock | Melanie Gray |
| Candy St. Onge | Albina Lavictoire |
| Lisa Paradis | Laura Hansman |
| Louise Sargent | |

Regrets: Nichole King, Karen Gratton-Miscio

**3. Approval of Agenda:
January 21st, 2020**

*Moved – Chris Guillemette
Seconded – Alan Bottomley
Carried. No Conflict of interest*

**4. Approval of Minutes:
December 17th, 2020**

*Moved – Louise Sargent
Seconded- Candy St. Onge
Carried.*

Behaviour Exceptionality and Behaviour Supports

- Lisa Mason, Behaviour counsellor for the East/West and Dawn McMillan, Behaviour counsellor for the North presented to the group.
- Behaviour Team includes: 2 Behaviour Counsellors, 4 Itinerant Behaviour EAs, 1 Board Certified Behaviour Analyst and 2 Behaviour Therapists.
- Behaviour management systems – is a program developed by educators for educators. The emphasis is on the prevention of challenging behaviour and includes personal safety and de-escalation techniques. Safe containment methods are only used as a last resort.
- ABA Analysis – Applied Behavioural Analysis – is an approach designed for students with Autism however it includes strategies that support all students. The program teaches new skills and maintains new or positive behaviours. Tools such as timers, establishing rules and routines, visual prompts and data collection are used and many of these are best practices.
- CPS – Collaborative & Proactive Solutions – is a program designed by Dr. Ross Greene and based on the philosophy that “kids can do well if they can”. The program is evidence-based and digs deep into the challenging behaviours based on students’ lagging skills. Staff work collaboratively with the student to understand the challenges they have and what they need to be successful.

- Enhancing Self-regulation Approach designed by Stuart Shanker – is an approach based on understanding and dealing with stress in the five domains of: biological, emotional, cognitive, social, and prosocial. A behaviour can look like misbehaviour when it is actually a reaction to stress.
- EA's are supporting multiple students and using best practices from these four approaches.
- The Behaviour Management Plan has been revised. This is a working document, which can be reviewed and adjusted as appropriate. It identifies who is involved and what behaviour services are in place for students with challenging behaviour.
- The plan includes classroom accommodation strategies, ABA strategies and self-regulation strategies.
- Imminent risk and best practices are considered when creating the plan. It is important to have consistent responses for a student in all environments to help students make a "real connection".
- Having this plan makes it easier for multiple staff members to keep consistent practices in place and if the student moves to a different school.
- Schools at the elementary and secondary level may complete referral forms for behaviour supports and submit this to Lisa and Kim who review referrals, engage in intake meetings, and create a plan for support in consultation with the behaviour team.

Election of Chair and Vice-Chair

- Barb Laverock nominated Harry Fry for Chair and he accepted. Trustee Harry Fry was acclaimed Chair.
- Louise Sargent nominated Albina Lavictoire for Vice-Chair and she accepted. Albina Lavictoire was acclaimed Vice-Chair.

SEAC Binders – Highlight updates

- It is the understanding that SEAC binders are passed on to new members within the same agency.
- Updates are reviewed annually and available online.
- Additional copies will be made and distributed to members who do not have one.

COVID-19/ Stay at Home Order Update

- The Board received direction from the Ministry that in person learning would not resume after the Christmas break however special high needs students would return. The Board was able to get most students back in school by Tuesday.
- The next memo received was direction that all students would be returning to in person learning, however still under the stay-at-home order for staff. The Health Unit emphasized that any work that can be done virtually, should be done this way. The Board's mental health and itinerant staff have devised plans to work with this order and many happen on a case-by-case basis.
- The latest communication allows more school boards to resume in person learning. This does not affect our Board as we will continue with in person instruction, but with the exception of MacTier. Geographically, MacTier is part of the Muskoka Health Unit and will remain engaged in virtual learning until further notice.
- Masks are mandatory now for all students in grades 1-12. Masks are also encouraged in outdoor spaces where distancing cannot be maintained.
- Congregating at the Secondary level is discouraged.

- The Board continues to educate students and support their learning with all health protocols in place. The Health Unit continually provides postage, signage, and videos as constant reminders for students.

Review & Discussion of the 2020 PAAC on SEAC results

- Summary report and supporting documents are available in the SEAC package for committee members to review.

MACSE request for feedback discussion

Successful Practices

- The focus is around communication and collaborating with the community.
- NNDSB circulates the SEAC minutes and posts them to the website.
- Co-ordinated service planning network advisory with co-terminus Boards and community partners.
- Staff meet regularly with HANDS for Autism and behaviour supports.
- Special education collaborates with the Health Unit to ensure students have a safe and appropriate classroom placement.
- Expertise from our Board level is shared with SEAC monthly.

Challenges/issues

- Collecting data as many families are “surveyed out”.
- Recruiting new members for SEAC and engaging families in special topics.
- Difficulty sharing SEAC’s work outside of the SEAC committee.
- Changing leaders with community partners and agencies.
- Large catchment area and the time needed to travel.

Possible solutions/ future directions

- With a new Communication’s Officer in place, we can do a better job of using social platforms to share SEAC news.
- Partnering with PIC to determine topics to offer for parent sessions.

Other comments

- Online de-briefing during COVID overall was a positive experience. The feedback from staff, administration and parents were that they felt supported.
- Any comments can be sent to Melanie Allard.
- The form will be sent into MACSE for their review.

Board report

- Trustees are involved in PD sessions.
- Trustee representatives for SEAC are Harry Fry, Alan Bottomley, and Louise Sargent.

Items for next Agenda

2020-2021 Budget Process Timeline
 Special Education programs and services – Review any proposed changes.
 Ministry Communications/PPM
 Presentation – Special Education Support Roles/Resources

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: February 18th, 2021

Adjourned: 2: 25pm

Moved: Albina Lavictoire
Seconded: Chris Guillemette

Unofficial