

**RAINBOW DISTRICT SCHOOL BOARD**  
**REGULAR BOARD MEETING**

to be held electronically via Google Meet  
in the Ernie Checkeris Boardroom  
at the Centre for Education, 408 Wembley Drive  
on Tuesday, September 29, 2020 at 5:00 p.m.

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<b>AGENDA AND RECOMMENDED MOTIONS</b>
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**A. APPROVAL OF AGENDA**

\*Chair

Motion:

That the agenda for the Regular Board meeting of September 29, 2020 be approved.

**B. PRELIMINARY DECLARATIONS OF PECUNIARY INTEREST**

\*Chair

**C. PRESENTATIONS**

\*Chair

Summer Programs for Students

**D. REPORT FROM THE IN-CAMERA COMMITTEE OF THE WHOLE MEETING OF THE BOARD**

\*Director

**E. OLD BUSINESS**

\*Director

**1. Previous Minutes**

\*Chair

Motion:

That the minutes of the Regular Board Meeting held on Tuesday, September 1, 2020 be approved.

**2. Tenders/Requests for Proposals    NIL**

\*SBO

**3. Reports and Recommendations from Board Committees**

\*Chair

**Audit Committee (AC)**

\*SBO

Motion:

That the 2019/2020 External Audit Plan be approved as recommended by the Audit Committee.

Motion:

That the 2020/2021 Internal Audit Plan and the Multi-Year Internal Audit Plan be approved as recommended by the Audit Committee.

- F. **NEW BUSINESS** \*Chair
1. **Current Expenditures Borrowing Resolution** \*SBO
- Motion:  
That the Current Expenditures Borrowing Resolution as attached be deemed to have been read three times and approved.
2. **OSTA-AECO Fees** \*Chair
- Motion:  
That the 2020/21 membership fees in the Ontario Student Trustees' Association be approved.
3. **Requests for Leave of Absence** \*Chair
- Motion:  
That \_\_\_\_\_ be granted a leave of absence from the September 29, 2020 Board meeting.
4. **Director's Remarks** \*Director
5. **Other Items** \*Chair  
OPSBA Director  
Student Trustee
6. **Trustees' Remarks/Questions** \*Chair  
*Reminder: Trustees who require detailed information on specific questions are encouraged to contact the Director prior to the meeting.*
7. **Chairperson's Remarks** \*Chair
- G. **INFORMATION AND PROPOSALS** \*Chair
1. **Reports from Officials and Staff**
2. **Non-Staff Communications**
- H. **FUTURE MEETINGS** \*Chair  
Student Senate Meeting October 5, 2020 5:00 pm  
Special Education Advisory Committee October 7, 2020 12:00 pm  
Environmental Education Committee Meeting October 7, 2020 9 3:30 pm  
Strategic Planning Committee Meeting October 13, 2020 5:00 pm Boardroom  
Parent Involvement Committee AGM October 20, 2020 7:00 pm To be determined  
Board Meeting October 27, 2020 5:00 pm Boardroom  
First Nation Advisory Committee November 19, 2020 10:00 am

I. **ADJOURNMENT**

\*Chair

Motion:

That we do now adjourn at            p.m.

**RAINBOW DISTRICT SCHOOL BOARD**  
**MINUTES OF THE**  
**REGULAR BOARD MEETING**

held electronically via Google Meet  
and livestreamed from the Ernie Checkeris Boardroom  
at the Centre for Education, 408 Wembley Drive, Sudbury  
on Tuesday, September 1, 2020 at 5:00 p.m.

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Present: Trustees: D. Dewar (Chair), L. Debassige, B. Clement, A. Gibson, J. Hunda, J. Kosmerly, D. Morrison, K. St. Jean, M. Stringer, Student Trustee Lafrance  
Officials: N. Blaseg – Director and Secretary of the Board  
D. Bazinet - Superintendent of Business  
B. Bourget, J. Noble, K. Wachnuk - Superintendents  
N. Charette, H. Thirkill, C. Whitson  
Others: G. Gauthier, T. Hayes, S. Ackroyd, D. Digby, N. Mousseau, C. Gauvreau

Chair Dewar advised that the meeting was being live-streamed and archived.  
Chair Dewar completed roll call to establish who was participating in the Google Meet Board meeting.

**A. APPROVAL OF AGENDA**

Motion: 20-R82, D.Morrison/J.Kosmerly

That the agenda for the Regular Board meeting of September 1, 2020 be approved.

**Poll vote**

*Bob Clement: In-favour*  
*Linda Debassige: In-favour*  
*Doreen Dewar: In-favour*  
*Anita Gibson: In-favour*  
*Judy Hunda: In-favour*  
*Judy Kosmerly: In-favour*  
*Dena Morrison: In-favour*  
*Kerrie St Jean: In-favour*  
*Margaret Stringer: In-favour*

**– Carried**

**STUDENT TRUSTEE**

Motion: 20-R83, J.Hunda/M.Stringer

That Ava Lafrance (Confederation Secondary School) be appointed Student Trustee for the school year 2020-2021.

**Poll vote**

*Bob Clement: In-favour*  
*Linda Debassige: In-favour*  
*Doreen Dewar: In-favour*  
*Anita Gibson: In-favour*  
*Judy Hunda: In-favour*  
*Judy Kosmerly: In-favour*  
*Dena Morrison: In-favour*

*Kerrie St Jean: In-favour*  
*Margaret Stringer: In-favour*

– **Carried Unanimously**

Declaration of Office and Oath of Allegiance.

Director Blaseg administered the Declaration of Office and Oath of Allegiance to Student Trustee Ava Lafrance and welcomed her to the board table.

Chair Dewar said, *“On behalf of the trustees of the Rainbow District School Board, I’d like to take this opportunity to welcome you, Student Trustee Ava Lafrance, to the Board of Trustees. We sincerely appreciate your commitment to represent the students of our Board and we look forward to working with you in the 2020-2021 school year. Thank you.”*

**B. PRELIMINARY DECLARATIONS OF PECUNIARY INTEREST NIL**

**C. PRESENTATION**

Director Blaseg thanked outgoing Student Trustee Colleen Gauvreau for fulfilling her role as Student Trustee in the midst of a global pandemic, demonstrating resilience as she continued to lead the student senate. Director Blaseg highlighted the many accomplishments during her time as student trustee and wished her well in her future as a university student and perhaps one day as a kindergarten teacher.

Colleen Gauvreau was thanked by trustees for her contribution to Rainbow Schools.

Chair Dewar said, *“On behalf of the trustees of the Rainbow District School Board I want to thank you Colleen for your leadership and your dedication during the 2019-2020 school year. It was an extremely challenging year and we appreciate all you did. Thank you again.”*

**D. REPORT FROM THE IN-CAMERA COMMITTEE OF THE WHOLE MEETING OF THE BOARD**

Motion: 20-R84, D.Morrison/K.St.Jean

That the Board ratify the tentative local agreement between the Rainbow District School Board and the Elementary Teachers' Federation of Ontario Rainbow Occasional Teachers' Local (elementary occasional teachers) as recommended by the Labour Relations Committee.

Poll vote

*Bob Clement: In-favour*  
*Linda Debassige: In-favour*  
*Doreen Dewar: In-favour*  
*Anita Gibson: In-favour*  
*Judy Hunda: In-favour*  
*Judy Kosmerly: In-favour*  
*Dena Morrison: In-favour*  
*Kerrie St Jean: In-favour*  
*Margaret Stringer: In-favour*

– Carried unanimously

**E. OLD BUSINESS**

**1. Previous Minutes**

Motion: 20-R85, J.Kosmerly/J.Hunda

That the minutes of the Regular Board Meeting held on August 18, 2020 be approved.

**Poll Vote**

*Bob Clement: In-favour  
Linda Debassige: In-favour  
Doreen Dewar: In-favour  
Anita Gibson: In-favour  
Judy Hunda: In-favour  
Judy Kosmerly: In-favour  
Dena Morrison: In-favour  
Kerrie St Jean: In-favour  
Margaret Stringer: In-favour*

– Carried

**2. Tenders/Requests for Proposals NIL**

**3. Deferred Motion from the August 18, 2020 Board Meeting**

Motion: 20-R86, M.Stringer/J.Hunda

Be it resolved that all students K-12 in Rainbow Schools wear masks at school.

Amendment: A20-R03, M.Stringer/J.Kosmerly

That the motion be amended with the addition of “*With reasonable exceptions*”; that “K” be changed to “1” and with the addition of “*and all Kindergarten students wear masks and/or face shields*”.

**Poll Vote**

*Bob Clement: In-favour  
Linda Debassige: In-favour  
Doreen Dewar: In-favour  
Anita Gibson: In-favour  
Judy Hunda: In-favour  
Judy Kosmerly: In-favour  
Dena Morrison: In-favour  
Kerrie St Jean: In-favour  
Margaret Stringer: In-favour*

– Carried unanimously

**4. 2019-2020 Live Stream Report**

Superintendent Bazinet referred to the Board Report provided to trustees. The report provided information gathered during the last twelve months about meeting recordings, archiving and the costs associated.

Motion: 20-R87, K.St.Jean/D.Morrison

That the Regular Board Meetings of Rainbow District School Board held in the Ernie

Checkeris Boardroom continue to be live streamed, recorded and archived and that the AODA compliant recorded meetings be archived for one year and be accessible to the public via a Board provided web link.

Amendment A20-R04, A.Gibson/K.St.Jean

That the motion be amended by the removal of “Regular Board”; the addition of “*including the meetings of a committee of the Board*”; the removal of “held in the Ernie Checkeris Boardroom continue to”; the removal of “and that the AODA compliant recorded meetings be archived for one year”; the removal of “via a Board provided web link” and the addition of “*and be accessible to the public*”.

Amendment to the Amendment A20-R05, A.Gibson/K.St.Jean

That the amendment (A20-R04) be amended by the removal of “*meetings of a committee of the Board*”, and the addition of “*Strategic Planning Committee Meetings and Parent Involvement Committee Meetings*”

**Poll Vote**

*Bob Clement: Opposed*  
*Linda Debassige: Opposed*  
*Doreen Dewar: Opposed*  
*Anita Gibson: In-favour*  
*Judy Hunda: Opposed*  
*Judy Kosmerly: Opposed*  
*Dena Morrison: Opposed*  
*Kerrie St Jean: In-favour*  
*Margaret Stringer: Opposed*

**– Defeated**

Amendment to the Amendment: A20-R06, A Gibson

That the amendment (A20-R04) be amended by the removal of “*meetings of a committee of the Board*”, and the addition of “*Strategic Planning Committee Meetings*”.

The amendment to the amendment received no seconder.

Amendment A20-R04, A.Gibson/K.St.Jean

That the motion be amended by the removal of “Regular Board”; the addition of “*including the meetings of a committee of the Board*”; the removal of “held in the Ernie Checkeris Boardroom continue to”; the removal of “ and that the AODA compliant recorded meetings be archived for one year”; the removal of “via a Board provided web link” and the addition of “*and be accessible to the public*”.

**Poll Vote**

*Bob Clement: Opposed*  
*Linda Debassige: In-Favour*  
*Doreen Dewar: Opposed*  
*Anita Gibson: In-favour*  
*Judy Hunda: Opposed*  
*Judy Kosmerly: Opposed*  
*Dena Morrison: Opposed*  
*Kerrie St Jean: In-favour*  
*Margaret Stringer: Opposed*

**– Defeated**

Motion: 20-R87, M.Stringer/D.Morrison

That the Regular Board Meetings of Rainbow District School Board held in the Ernie Checkeris Boardroom continue to be live streamed, recorded and archived and that the AODA compliant recorded meetings be archived for one year and be accessible to the public via a Board provided web link.

**Poll Vote**

*Bob Clement: In-favour  
Linda Debassige: In-favour  
Doreen Dewar: In-favour  
Anita Gibson: In-favour  
Judy Hunda: In-favour  
Judy Kosmerly: In-favour  
Dena Morrison: In-favour  
Kerrie St Jean: In-favour  
Margaret Stringer: In-favour*

**– Carried unanimously**

Motion: 20-R88, D.Morrison/M.Stringer

That the Strategic Planning Committee meetings held in the Ernie Checkeris Boardroom be live streamed and that this be reviewed in one year.

**Poll Vote**

*Bob Clement: In-favour  
Linda Debassige: In-favour  
Doreen Dewar: In-favour  
Anita Gibson: In-favour  
Judy Hunda: In-favour  
Judy Kosmerly: In-favour  
Dena Morrison: In-favour  
Kerrie St Jean: In-favour  
Margaret Stringer: In-favour*

**– Carried unanimously**

**Point of order:**

Trustee Stringer pointed out that Motion: 20-R86 listed under “#3. *Deferred Motion from the August 18, 2020 Board Meeting*”, **as amended**, had not been voted on.

Motion: 20-R86, M.Stringer/J.Hunda

With reasonable exceptions, be it resolved that in Rainbow Schools all students grades 1-12 wear masks, and all Kindergarten students wear masks and/or face shields.

**Poll Vote**

*Bob Clement: In-favour  
Linda Debassige: In-favour  
Doreen Dewar: In-favour  
Anita Gibson: In-favour  
Judy Hunda: In-favour  
Judy Kosmerly: In-favour  
Dena Morrison: In-favour  
Kerrie St Jean: In-favour  
Margaret Stringer: In-favour*



– Carried unanimously

5. **Reports and Recommendations from Board Committees** NIL

6. **September School Reopening Update**

Director Blaseg provided a detailed update on reopening schools.

Trustees had the opportunity to ask questions.

**F. NEW BUSINESS**

1. **2019-2020 COVID-19 Expense Report**

Superintendent Bazinet referred to the Board Report provided to trustees. He clearly explained the steps that have been taken since the Ontario Ministry of Education suspended face-to-face instruction in all publicly funded schools on March 13, 2020.

2. **Lasalle Secondary School Project Update**

Superintendent Bazinet provided an update on the Lasalle Secondary School project. A floor plan was projected to show the next phase of construction as the grade 7 and 8 students move into the Lasalle SS site.

Trustees had an opportunity to ask questions.

3. **OPSBA Fees**

Motion: 20-R89, B.Clement/L.Debassige

That the 2020/21 membership fees in the Ontario Public School Boards' Association be approved.

**Poll Vote**

*Bob Clement: In-favour  
Linda Debassige: In-favour  
Doreen Dewar: In-favour  
Anita Gibson: In-favour  
Judy Hunda: In-favour  
Judy Kosmerly: In-favour  
Dena Morrison: In-favour  
Kerrie St Jean: In-favour  
Margaret Stringer: In-favour*

– Carried unanimously

4. **Ontario Public School Boards' Association (OPSBA) Annual General Meeting (AGM)**

The OPSBA Annual General Meeting, usually held in June, was deferred and has now been scheduled for Saturday, September 26, 2020, via video conference.

Motion: 20-R90, D.Morrison/K.St.Jean

That the Board approve the attendance of the following trustees at the OPSBA AGM via video conference September 26, 2020:

Trustee Debassige

Trustee Gibson

Trustee Kosmerly

**Poll Vote**

*Bob Clement: In-favour*

*Linda Debassige: In-favour*

*Doreen Dewar: In-favour*

*Anita Gibson: In-favour*

*Judy Hunda: In-favour*

*Judy Kosmerly: In-favour*

*Dena Morrison: In-favour*

*Kerrie St Jean: In-favour*

*Margaret Stringer: In-favour*

**– Carried**

5. **Requests for Leave of Absence** NIL

6. **Director's Remarks**

**Itinerary**

August 19 Agenda Setting

August 20 Deputy Minister Teleconference  
Regional Teleconference  
Local Teleconference  
First Nation Portfolio Meeting

August 21 School Visits:  
S.Geiger Public School  
Little Current Public School

August 23 School Visits:  
Central Manitoulin Public School  
Manitoulin Secondary School

August 24 Exec Council  
Ministry of Education/Chair – Teleconference  
PCODE Teleconference

August 25 Exec Council

August 26 Directors Meeting  
First Nation Portfolio Meeting

August 27 Staff Orientation  
Deputy Minister Teleconference

Regional Tele-conference  
Exec Council  
School Visits:  
Chelmsford Valley DCS  
Lo-Ellen Park Secondary School

August 28    Exec Council  
Public Health Sudbury and District -Teleconference

August 31    Exec Council

September 1    Exec Council  
Labour Relations Committee meeting  
Board meeting

7.    **Other Items**

OPSBA Director – Trustee Clement reported that there is no OPSBA Directors' meeting scheduled at this time.

Student Trustee – Student Trustee Lafrance thanked trustees for the opportunity to join the Board table.

8.    **Trustees' Remarks/Questions**

Trustee Gibson spoke about a news item last week re the Fabio Belli group.

Trustee Morrison reported that she read about an instant COVID test to be used as a home-based screening tool.

Trustee Stringer welcomed staff and students back to another school year.

Trustee Hunda welcomed all to the 2020-2021 school year.

9.    **Chairperson's Remarks**

Last week, some of Rainbow's youngest students participated in Kindergarten Camp. The five-day program ran for three hours a day at a number of schools. Under the guidance of qualified teachers and designated early childhood educators, children got a glimpse of daily routines, including proper hand hygiene, all in preparation for the start of school.

A series of three Professional Activity Days began today and will continue through Thursday. The focus is on COVID-19 protocols, health and safety training, mental health, the new math curriculum and remote learning platforms.

Labour Day is on Monday, September 7<sup>th</sup>. The school year begins on Tuesday, September 8<sup>th</sup> with staggered starts to ease the transition for staff, students and families. For the complete list of start dates, visit the Board's website.

Staff and students in Rainbow Schools will wear pink on Thursday, September 17<sup>th</sup>, as Rainbow District School Board marks its 13<sup>th</sup> annual “Stand Up Against Bullying Day”. We invite everyone in the community to join with us and wear pink.

On behalf of the Board of Trustees, I would like to extend a warm welcome to all students, staff and families as we reopen Rainbow Schools.

Whether attending school in person or online, our educators and support staff look forward to reconnecting and embarking on the journey of learning together.

As always, health and safety is our first and foremost priority. We invite everyone to read the Reopening Guide for Rainbow Schools to learn about the many protocols being implemented in response to COVID-19.

Providing a strong circle of care in this time of uncertainty is more important than ever. While we resume teaching and learning against the backdrop of a global pandemic, rest assured we remain focused on student well-being and achievement.

Never before has it been so necessary for school, home and community to work together as partners. Our schools are safe because our communities are safe. We are fortunate to have willing and able partners working together for a common goal.

We can do this!

I want to share two thoughts for this month. They come from two different American Presidents and both seem extremely relevant at this unique time.

The first is from Lyndon B. Johnson who said:  
“Yesterday is not ours to recover, but tomorrow is ours to win or lose.”

The second quote comes from Jimmy Carter who said:  
“You can do what you have to do, and sometimes you can do it even better than you think you can.”

I repeat, “We can do this!”

Thank you.

## **G. INFORMATION AND PROPOSALS**

### **1. Reports from Officials and Staff**

### **2. Non-Staff Communications**

Letter to Minister Lecce dated August 24, 2020

## **H. FUTURE MEETINGS**

Student Senate Meeting September 14, 2020 5:00 pm

Strategic Planning Committee Meeting Sept 15, 2020 5:00 pm Boardroom

Special Education Advisory Committee Sept 16, 2020 12:00 pm  
First Nation Advisory Committee Sept 24, 2020 10:00 am  
Board Meeting September 29, 2020 5:00 pm Boardroom  
Parent Involvement Committee AGM October 20, 2020 7:00 pm To be determined

I. **ADJOURNMENT**

Motion: 20-R91, D.Morrison/K.St.Jean

That we now adjourn at 8:35 p.m. – **Carried.**

unofficial

<b>Title:</b>	External Audit Plan Report for the year ending August 31, 2020
<b>Contact:</b>	Dennis Bazinet
<b>Date Submitted:</b>	September 29, 2020
<b>Background</b>	<p>The Audit Committee approved the report from KPMG on September 22, 2020.</p> <p>Ministry of Education memorandum 2015:SB19 requires the Audit Committee to report on the content of the external auditor's audit plan to the Board.</p>
<b>Process</b>	<p>The purpose of the external audit is to enhance the degree of confidence of the users of the financial statements through the expression of an opinion on whether the financial statements are prepared, in all material respects, in accordance with the Financial Administration Act, supplemented by Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act.</p> <p>The external audit is risk focused, taking into account key areas for financial reporting that, by their nature, require specific audit consideration. The risks identified are applicable to all Boards of Education.</p> <p>Key areas include:</p> <ul style="list-style-type: none"> <li>Fraud risk from revenue recognition</li> <li>Fraud risk from management override of controls</li> <li>Cash and investment income</li> <li>Government grants, grants receivable and deferred revenue</li> <li>Capital assets and deferred capital contributions</li> <li>Accounts payable and accrued liabilities</li> <li>Long-term debt</li> <li>Salaries and benefits, Employee future benefits</li> <li>Accumulated Surplus</li> </ul>
<b>Recommendation</b>	That the 2019/2020 External Audit Plan be approved.

# Rainbow District School Board

## Multi-Year Internal Audit Plan

September 2020

2019/2020

<b>Audit</b>	Risk Assessment update	Attendance Management	Follow Up-As management action plans are due
<b>Area</b>	All areas	Human Resources	
<b>Rationale</b>	To determine multiyear plan	High risk score High impact on cost and service delivery	
<b>Result</b>	Deferred to 2020/2021	cancelled	
<b>Notes</b>	Due to pandemic		

2020/2021

<b>Audit</b>	Risk Assessment update	Privacy educational applications	Follow Up-As management action plans are due
<b>Area</b>	All areas	tbd	
<b>Rationale</b>	To determine multiyear plan	Horizontal audit, relevant	
<b>Result</b>			
<b>Notes</b>		High level, limited scope	

2021/2022

<b>Audit</b>	IT Security	To be determined based on risk assessment	Follow Up-As management action plans are due
<b>Area</b>	Information Technology		
<b>Rationale</b>	High profile process		
<b>Result</b>			
<b>Notes</b>	Carried forward from 19/20		

**RAINBOW DISTRICT SCHOOL BOARD  
BORROWING RESOLUTION**

**A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE RAINBOW DISTRICT SCHOOL BOARD (THE "Board")**

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to Seven Million Dollars (\$7,000,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on September 1, 2020 and ending on August 31, 2021 (the "Period").
- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D. The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education from time to time.

**RESOLVED THAT:**

- 1. The Chair or Vice Chair and the Treasurer are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or bankers' acceptance from Canadian Imperial Bank of Commerce ("CIBC") or from any other approved lender authorized for borrowing purposes in accordance with Section 243 of the Act a sum or sums not exceeding in the aggregate Seven Million Dollars (\$7,000,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC or to any other approved lender promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and the Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC or any other approved lender;
- 2. The interest charged on all sums borrowed pursuant to this Resolution plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;
- 3. The Treasurer or Deputy Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the current revenues of the Board;
- 4. The Treasurer or Deputy Treasurer is authorized and directed to deliver to CIBC or any other approved lender from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

We hereby certify that the foregoing is a true and complete copy of a Resolution of the Board in the Province of Ontario, duly passed at a meeting of the Board and that this Resolution is in force and effect.

DATED this 29<sup>th</sup> day of September, 2020.

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Chair

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Secretary



# School Board Membership Guide



Academic Year 2020–2021



September 2020

# A letter from our Presidents

## on behalf of the OSTA-AECO Executive Council

Directors of Education, Board Chairs, and fellow Trustees,

On behalf of the Ontario Student Trustees' Association (OSTA-AECO), we would like to congratulate your recently elected student trustees on officially beginning their terms of office with your board. The role of student trustee is invaluable to amplifying the student voice at the school board level and we look forward to seeing their accomplishments throughout the academic year. OSTA-AECO has been the official voice for students across Ontario for the past 20 years. We are honoured to be a strong advocate for education in Ontario, and the largest student stakeholder group in the province, representing over 2 million students.

At the beginning of each year, our executive council develops a strategic plan and advocacy initiatives based on the needs of Ontario's students. In line with our vision, [The Students' Vision for Education](#), released in 2019, we strive to enhance equity within our schools and create an environment that fits the needs of every student throughout the 2020-2021 academic year. The executive council works with the board council cabinets, working groups, and general assembly to foster student voice and create tangible change within our education system. OSTA-AECO's Catholic Board Council plans to use faith as the guiding light of their advocacy for a year founded on three pillars: Student Well-Being, Family in Faith, and Ecological Education. Along with the commitment of "putting students first," the focus of the Public Board Council will be to amplify local student trustee led initiatives, aid students with the transition back to school, and improve professional development resources for Ontario's student trustees.

We will continue to support student trustees through our 3 annual conferences. These conferences provide your student trustees with world-class professional development, networking opportunities, and knowledgeable guest speakers. Student trustees also have the opportunity to engage in interactive roundtable discussions, work in their designated working groups, and engage with board council-specific advocacy initiatives, all of which will aid them in enhancing their leadership abilities. By attending our conferences, you are helping your student trustees unlock their full potential as leaders, allowing them to be equipped in their roles throughout their term.

As we begin the 2020-2021 academic year, we look forward to your school board's ongoing support of our vision and advocacy work. We appreciate you taking the time to review this membership package and trust that you will recognize the benefits of becoming an OSTA-AECO member board. With your assistance, we look forward to continuing to serve Ontario's students and working with your school board in the upcoming academic year. Thank you, as always, for your help in amplifying student voice across the province.

Yours in education,



  
**Justine Mackay**  
President,  
OSTA-AECO



  
**Mahek Dhaliwal**  
President,  
Public Board Council



  
**Teresa Siby**  
President,  
Catholic Board Council

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# Updates from our board of directors

## Renewed commitments to accountability, collaboration, and transparency

For twenty years, OSTA-AECO has been an integral stakeholder in the education community, and we've built a name for ourselves by advocating for the students of Ontario on the provincial stage. However, we recognize that we have more work to do on our internal operations to ensure the success and growth of our organization. Earlier this year, we refreshed the OSTA-AECO brand and committed to a cultural change based on three pillars: accountability, collaboration, and transparency. More information regarding our renewed commitments to these pillars can be found in a letter from OSTA-AECO's Chair of the Board<sup>1</sup>, Arjun Dhanjal, at [osta-aeco.org/onward](https://osta-aeco.org/onward).

## Updating conference supervision practices

Student safety is our number one priority at conferences. At OSTA-AECO, the board of directors is responsible for creating and implementing supervision and safety policies for all student attendees. Prior to arriving at our conferences, all student trustees must complete the Student Trustee Registration Form, where they provide us with their contact information, an emergency contact, outline any dietary restrictions or accessibility needs, and agree to the Student Trustee Code of Conduct.

All student trustees are required to complete check-in with the Board between 22:00 and midnight each evening of the conference. Once check-in has been completed, student trustees are to return to their hotel rooms to rest for the next conference day. In the case that an attendee has not completed check-in, the student trustee will be contacted via the cell phone number provided in their registration. If we are unable to reach the student trustee directly, members of the Board will contact the student trustee's parent/guardian. All Directors are required to have verified criminal record checks with vulnerable sector screening, in addition to having a level of first aid and mental health training.

Additionally, school boards may send chaperones to any of our professional development conferences if they so choose. Student trustees with chaperones may choose to complete nightly check-ins with their respective chaperones rather than the board of directors. Please note that chaperones are also required to adhere to the Code of Conduct.

As our organization and conference attendance continues to grow on a yearly basis, and to ensure the safety of all students under our care, we are:

- hiring a mental health counsellor for our annual in-person conferences to provide student trustees with a trusted professional from whom to seek mental health support;
- implementing workshops, trainings, and campaigns relating to gender-based violence and consent;
- designating two Directors, of different genders wherever possible, to be on call and present at all times for the duration of conference days to address any concerns that may arise;
- updating the Student Trustee Code of Conduct to explicitly prohibit student trustees from inviting any unauthorized individuals (anyone not currently a student trustee, supervisor, chaperone, or authorized guest) into conference spaces, including hotel rooms; and
- creating a versatile reporting portal for student trustees to report incidents they may face. This portal will be accompanied by a transparent framework for incident resolution.

# Our commitment to addressing systemic racism

We continue to work hard to create equitable and safe working environments for everyone who volunteers with OSTA-AECO or attends our conferences. We have a responsibility to ensure that the internal operations at OSTA-AECO foster safe, welcoming spaces in which advocacy work can thrive. Creating cultures of inclusivity and diversity allow us all do to our best work. In organizations such as ours, inclusive culture is often set by the 'tone at the top'.

Over the last several months, we've introduced corporate governance explicitly enabling these kinds of cultures to grow. Last month, we put into effect the *Respectful Workplace Policy* and *Respectful Workplace Procedure* which outline the types of behaviour we deem incompatible with inclusive spaces. At the outset of our new academic year, we also launched the *Code of Conduct and Ethics for Employees, Volunteers, and Directors*, which came into effect on August 1, 2020 and will act as a guiding framework for all of OSTA-AECO's business, advocacy, and professional dealings and decisions. Furthermore, we are in the process of creating a robust framework to address both systemic racism within the organization, as well as ways to improve internal education for student trustees who interact with OSTA-AECO at our conferences and other events.

Central to our responsibility as an organization and to our change in culture is a commitment to fostering a welcoming and inclusive working environment for the people who work within the organization. While inclusivity has always been a central tenet foundational to the way OSTA-AECO operates, recent events around the world have demonstrated that now, more than ever, there is an onus on all organizations, including ours, to demonstrate our solidarity and disavowal for discrimination, violence, and hate in tangible ways. To suggest that OSTA-AECO is excluded from that would be grossly negligent and harmful. We recognize that this is an ongoing commitment as we continue to review, change, and operate our organization by incorporating reporting frameworks to address equity concerns throughout the organization. So far, we have committed to the following changes:

- implementing workshops, training, and campaigns at OSTA-AECO conferences relating to anti-racism;
- mandating equity training on a yearly basis for the executive council and board of directors;
- implementing the *Respectful Workplace Policy* and *Respectful Workplace Procedure* which outline the types of behaviour we deem incompatible with inclusive spaces;
- implementing the *Code of Conduct and Ethics for Employees, Volunteers, and Directors* which outlines the acceptable behaviour of those associated with the organization; and
- utilizing an intersectional lens to improve professional development activities to teach student trustees to be inclusive and thoughtful leaders as they advocate for students in their constituency.



We are committed to reviewing our practices on an ongoing basis, and we will implement changes in support of our renewed commitment to student well-being. We invite our stakeholders to get in touch with our Board Chair if they have any questions, comments, feedback, or suggestions on how we can improve as an organization or make our spaces more safe, inclusive, and welcoming for all students.

<sup>1</sup> Our board of directors is comprised entirely of former student trustees who volunteer on a part-time basis to provide leadership, direction, and support for the organization. The board maintains internal procedures that promote and sustain fiscal management, accountability, risk mitigation, long-term sustainability, and social responsibility. As a publicly funded not-for-profit corporation, these procedures comply with not-for-profit corporate regulations and are designed to maintain transparent and equitable financial records in accordance with regulatory requirements. For more information, visit [osta-aeco.org/governance/our-board](https://osta-aeco.org/governance/our-board).

# Education advocacy at large

OSTA-AECO is an active partner in Ontario's education system and the largest student stakeholder group in Ontario, representing approximately 2 million students. The General Assembly is comprised of student trustees from public and Catholic school boards across Ontario. Members of the organization work tirelessly throughout the year to advocate for student voice and strive to work with our partners in government and otherwise to improve Ontario's education system for our students. More information about our work can be found at [osta-aeco.org](https://osta-aeco.org).

## Our impact on education

At OSTA-AECO, we regularly make recommendations to the Ministry of Education and our other partners as a result of the consultations we conduct with respect to pressing issues in education. Our advocacy work is taken seriously; recommendations from the Student Platform were picked up by each of the major political parties in the 2016 provincial election, and we have a productive and collaborative relationship with the Ministry of Education. Here are some examples of what we've accomplished:

- **We advocated for maintaining class sizes.** In 2018, the provincial government proposed an increase to secondary class size ratios from 1:22 to 1:28. We recommended that ratios be maintained at 1:22; the provincial government settled on a reduced ratio of 1:23 in secondary classrooms.
- **We helped reduce the mandated online course requirement.** We surveyed students across Ontario and received responses from over 6,000 students with representation from all of Ontario's 72 school boards. 95% of students did **not** approve of the proposed e-learning mandate, which required students to take 4 online classes throughout secondary school. The provincial government lowered the mandate to 2 online classes. We continue to advocate for student autonomy in deciding course delivery options.
- **We recommended the reimplementation of the updated health and physical education (HPE) curriculum.** The provincial government launched a modernized HPE curriculum in 2015, which was later rolled back to an outdated version. Our advocacy efforts were successful, as the provincial government reinstated the modernized 2015 curriculum, which remains in effect today.
- **We recommended an extensive review of streaming practices in secondary schools.** Our recommendation included direct consultation with students who were disproportionately impacted by the streaming process—in particular, racialized minorities. As a result, in the summer of 2020, the provincial government announced that Grade 9 would be de-streamed, effective the 2020–2021 academic year.
- **We continue to work with EQAO to improve standardized testing practices in Ontario.** Since 2017, we have had an active voice and seats for student leaders on EQAO's working groups, ensuring that student perspectives are heard at EQAO.

## Advocacy initiatives

Members of OSTA-AECO accomplish numerous long- and short-term advocacy initiatives on a yearly basis. During the 2019–2020 academic year, OSTA-AECO was able to accomplish the following advocacy projects with help from our partners. Some of our past work includes:

**Affording our Students' Success: 2020/21 Pre-Budget/Grants for Student Needs Submission.** This document, prepared by the 2019–20 executive council and submitted to the Ministry of Education, highlights areas in education which require further investment to better support students. [Read the report.](#)

**eLearning: the Students' Perspective.** This report outlines the findings of OSTA-AECO's eLearning survey and highlights key findings. [Read the report.](#)

**OSTA-AECO Equity Survey.** In 2019, OSTA-AECO consulted over 3,000 students on issues of equity and representation in education. Results from the survey will be available this coming year.

## Working groups at OSTA-AECO

OSTA-AECO's working groups are comprised of student trustees across Ontario. Student trustees have the opportunity to contribute to the development of initiatives across key areas, including:

### Environmental Sustainability Working Group (ad-hoc)

This working group seeks to uphold a sense of environmental responsibility by motivating and educating students about the potential impacts of climate change, and on how dependent we are on the health of our Earth for survival.

### Indigenous Relations Working Group

This working group educates peers of the barriers Indigenous students in Ontario face today and supports the guidelines for reconciliation.

### Communications Working Group

This working group crafts content to strengthen and promote OSTA-AECO's brand by generating creative content for OSTA-AECO's social media platforms and designing visual assets for provincial campaigns. During conferences, this group aids in providing world-class professional development to student trustees as they transition into their roles.

### French Relations Working Group

The French Relations Working Group works to identify and advocate for the unique barriers students in French programming face.

### Student Well-Being Working Group

This working group gives students appropriate resources and tools to help destigmatize the culture surrounding both physical and mental illness.

### Advocacy Working Group

This working group creates official OSTA-AECO position papers relating to current issues in education to bring a unified student voice forward at provincial discussions.

### Ontario Student Voice Awards Working Group

This working group awards scholarships to recognize students across Ontario who demonstrate academic excellence and community leadership.

OSTA-AECO's Working Groups play an essential role within our organization's collective advocacy. Last year alone, our Working Groups took part in a substantial amount of initiatives and projects regarding various aspects of our education system. This includes:

- our **French Relations Working Group**, which assisted in revising the French-language versions of a digital learning module for concussions developed by OPHEA, and also planned a French Relations conference to gather Francophone student trustees and foster conversations about improving French education in Ontario;
- our **Advocacy Working Group**, which created an Individualized Education Plan (IEP) Handbook to make students aware of the general process of receiving an IEP and generate awareness of the benefits that IEPs can have on a student's educational experience; and
- our **Student Well-Being Working Group**, which provided students with various mental and physical well-being tips through OSTA-AECO's social media accounts year-round, and created a Menstrual Hygiene Accessibility Handbook that can be used for student trustees when lobbying school boards to provide students with free menstrual products.

# Conferences and professional development

Conferences provide student trustees with **skills development** as well as **in-depth focus** on the role of student trustee and the Ontario education system as a whole. We also provide resources to help student trustees **find their voice** at the board table through workshops, breakout sessions, and group discussions. Our conferences are also an opportunity for our working groups to work on their initiatives for the year.

The **Fall General Meeting**, hosted virtually this year:

- develops skills in student trustees, including board table basics, professionalism, media relations, parliamentary procedure, and more;
- provides an in-depth focus on the role of student trustee as well as the Ontario education system as a whole;
- provides resources to help student trustees find their voice at the board table; and
- facilitates breakout sessions, workshops, group discussions, and working group initiatives.

The **Board Council Conferences**, hosted in Ottawa:

- encourages student trustees to work together within their designated council on various initiatives;
- provides keynote speakers and professional development geared towards attendees' roles, taking into account the unique challenges posed by public and Catholic, urban and rural student trustees; and
- facilitates breakout sessions to discuss current issues in the education system and brainstorming sustainable, tangible solutions to these challenges.

The **Annual General Meeting**, hosted in Toronto:

- provides newly-elected student trustees with general understanding of Ontario's education system and the role of trustees within local boards;
- transitions incoming and outgoing student trustees between their roles as well as hands over current initiatives for ongoing education advocacy; and
- recognizes outgoing student trustee accomplishments and provide them with avenues for future success.



Conference activities throughout the year may be modified to accommodate best practices for meetings in accordance with COVID-19 guidelines. We are committed to providing frequent, transparent updates to school boards as we make decisions regarding our conferences.



# Membership highlights

By joining OSTA-AECO as a member board, your school board will receive the following benefits:

1

## Flexible registration adjustment

We allow only our member boards to adjust registration information and invoice amounts up to one week in advance of a conference.

2

## Board personnel access to OSTA-AECO conferences

We invite our member board personnel to attend OSTA-AECO conferences to observe student voice in action and learn more about how to support our organization.

3

## Ongoing updates from OSTA-AECO

- Quarterly updates from the executive council and board of directors;
- early access to financial updates and ongoing initiatives; and
- member board recognition on our organization's publications.

4

## Reduced conference fees

We offer reduced conference fees to only our member boards. Member boards can save up to \$100 per conference, per student trustee.

5

## Exclusive additional PD materials

We offer all conference slide decks, resources and handouts to our member boards only, as well as additional videos and resources created by the organization's working groups.

6

## Exclusive social media awareness

We share our member boards' social media activity while offering occasional "Member Spotlights" that feature initiatives and projects at the board.

## Fee structure

**Fixed base  
membership fee:**  
\$750



**Variable membership fee:**  
\$0.05 per ADE pupil<sup>†</sup>

<sup>†</sup> In calculating school board membership fees, we use the Ontario Ministry of Education's Average Daily Enrolment (ADE) of pupils as reported on March 31 of each year. The calculation of ADE is based on an average of full-time equivalent students reported on the two count dates. You can confirm your school board's ADE figures in the [Grants for Student Needs: Projections for the 2020-2021 School Year](#).

# Contact us

We encourage our board partners to contact us with any inquiries, questions, and/or feedback.

## General inquiries



**Justine Mackay**  
President  
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**Cameron Prosic**  
Chief Executive Officer  
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## Financial inquiries



**Prasith Wijeweera**  
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**Alex MacDonald**  
Treasurer  
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## Governance inquiries



**Arjun Dhanjal**  
Chair of the Board  
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# INVOICE

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BILL TO  
**Rainbow DSB**  
Heather Thirkill

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**Invoice Number:** 889

**Invoice Date:** July 29, 2020

**Payment Due:** October 1, 2020

**Amount Due (CAD): \$1,385.75**

Product	Quantity	Price	Amount
<b>OSTA-AECO Base Membership Fee</b>	1	\$750.00	\$750.00
<b>OSTA-AECO Variable Membership Fee</b> \$0.05 x Projected Enrollment (12,715 students)	1	\$635.75	\$635.75

**Total:** \$1,385.75

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**Amount Due (CAD): \$1,385.75**

Note: All membership projections for the 2020-2021 academic year are based on the Spring 2020 Ministry of Education enrollment projections. If you have any questions, please contact Prasith Wijeweera at [prasith.wijeweera@osta-aeco.org](mailto:prasith.wijeweera@osta-aeco.org).