

RAINBOW DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING

to be held in person and electronically via Google Meet
Sudbury Secondary School, Library
154 College Street, Sudbury
on Tuesday, May 20, 2025 at 5:00 p.m.

AGENDA AND RECOMMENDED MOTIONS

Land Acknowledgement

The Rainbow District School Board would like to acknowledge that we are on the traditional and ancestral territory of the Anishnaabek including Atikameksheng Anishnaabeg and Wahnapiatae Nations.

We would like to acknowledge that we are situated within the Robinson - Huron Treaty of 1850 and want to recognize the inherent rights of the Anishinaabek that maintained these lands from time immemorial.

Roll Call

A. APPROVAL OF AGENDA

*Chair

Motion:

That the agenda for the Regular Board meeting of May 20, 2025 be approved.

B. PRELIMINARY DECLARATIONS OF PECUNIARY INTEREST

*Chair

C. PRESENTATIONS

*Chair

Dual Credits – Superintendent McNamara

D. REPORT FROM THE CLOSED MEETING OF THE BOARD

*Director

E. OLD BUSINESS

*Chair

1. Previous Minutes

*Chair

Motion:

That the minutes of the Regular Board Meeting held on Tuesday, April 22, 2024 be approved.

2. Reports and Recommendations from Board Committees

*Chair

i.) Special Education Plan 2025-2026

*Director

Motion:

That the Special Education Plan 2025-2026, as recommended by the Special Education Advisory Committee (SEAC), be approved.

- ii.) **Strategic Planning Committee – Trustee Code of Conduct** *Chair
- Motion:
That the changes to *Policy No. GOV-05: Code of Conduct: Board Members*, as attached, be approved.
- iii.) **Strategic Planning Committee – Electronic Meetings** *Chair
- Notice of Motion:
That the changes to *Governance By-Law 14: Electronic Meetings*, as attached, be approved.
- iv.) **Audit Committee** *Chair
- Motion:
That the 2025-2026 Internal Audit Plan and Multi-Year Internal Audit Plan be approved as recommended by the Audit Committee.
- F. **NEW BUSINESS** *Chair
1. **Notice of Absence** *Chair
2. **Director's Remarks** *Director
3. **Other Items** *Chair
OPSBA Director
Student Trustee
4. **Trustees' Remarks/Questions** *Chair
Reminder: Trustees who require detailed information on specific questions are encouraged to contact the Director prior to the meeting.
5. **Chairperson's Remarks** *Chair
- G. **INFORMATION AND PROPOSALS** *Chair
1. **Reports from Officials and Staff**
Audit Committee minutes December 2, 2024
Special Education Advisory Committee minutes April 2, 2025 (official)
Parent Involvement Committee minutes February 25, 2025 (official)
Parent Involvement Committee minutes April 15, 2025 (official)
2. **Tenders/Requests for Proposals**
Tender 2025-05 – Confederation Secondary School
Tender 2025-10 – Copper Cliff Public School
3. **Non-Staff Communications**
- H. **FUTURE MEETINGS** *Chair
- Environmental Education Committee May 21, 2025 3:30 pm
Student Senate Meeting June 2, 2025 5:30 pm

Special Education Advisory Committee June 4, 2025 12:00 pm
Board (Budget) Meeting June 10, 2025 5:00 pm
Board Meeting June 24, 2025 3:30 pm

I. **ADJOURNMENT**

*Chair

Motion:

That we do now adjourn at p.m.

RAINBOW DISTRICT SCHOOL BOARD

MINUTES OF THE REGULAR BOARD MEETING

held in person and electronically via Google Meet
and livestreamed from the Ernie Checkeris Boardroom
at the Centre for Education, 408 Wembley Drive
on Tuesday, April 22, 2025 at 5:00 p.m.

Present: Trustees: D. Farrow (Chair), B. Clement, L. Corbiere-Addison, A. Gibson (via Google Meet), J. Hunda, J. Kosmerly, A. McCauley, Student Trustee Nootchtai, Student Trustee Wilson-Zegil (via Google Meet)

Absent: L. Debassige, D. Dewar

Officials: B. Bourget – Director and Secretary of the Board
A. Guilbault – Superintendent of Business
D. Koziar, L. Mantle, M. McNamara, K. Wachnuk – Superintendents

Staff: N. Cecchetto, N. Charette, T. Hayes, D. Kitching, N. Lachance, L. Lielkalns, N. Mousseau, D. Peristeridis, C. Whitson

Other: Renee Scott (Cambrian College),
Anthoni Somers (BDC graduate) and family

Chair Farrow called the meeting to order and read a declaration of land acknowledgement aloud.

Director Bourget completed roll call to establish who was participating in the Google Meet.

A. APPROVAL OF AGENDA

Motion: 25-R50, L. Corbiere-Addison/A. McCauley

That the agenda for the Regular Board meeting of April 22, 2025 be approved.

Poll vote

Bob Clement: In-favour
Lisa Corbiere-Addison: In-favour
Linda Debassige: Absent
Doreen Dewar: Absent
David Farrow: In-favour
Anita Gibson: In-favour
Judy Hunda: In-favour
Judy Kosmerly: In-favour
Alex McCauley: In-favour

- Carried

B. PRELIMINARY DECLARATIONS OF PECUNIARY INTEREST

NIL

C. PRESENTATIONS

Barrydowne College

Director Bourget, Superintendent McNamara & Principal Lielkalns shared a presentation on the progression of Barrydowne College which opened its doors in the fall of 2011.

In partnership with Cambrian College, the vision to re-engage students who had left school in a new learning environment was created. Since 2011, 1000 students have completed the requirements for graduation from Barrydowne College, proving the success of the school, staff and students.

Principal Lielkalns introduced teacher, Nathalie Lachance, who has been a part of Barrydowne College since the beginning. Natalie shared the changes over the years and how grateful and honoured she feels to work with these young people each and every day.

Barrydowne student, Anthoni Somers, will be graduating in June and shared heartfelt thanks to the staff and students who have helped them achieve their success.

Renee Scott, Director of Marketing, Recruitment and Student Success for Cambrian College, shared how proud they are of the partnership between Rainbow District School Board and Cambrian College. Building bridges between secondary and post-secondary allows students the opportunity to reach their goals. Barrydowne College is more than a school, it is a circle of care for student success.

Chair Farrow thanked Ms. Scott and Cambrian College for the valuable partnership between Rainbow District School Board and Cambrian College, and congratulated Anthoni on graduating the program and wished them all the success in the future.

Trustees were given the opportunity to ask questions and provide comments.

D. REPORT FROM THE CLOSED MEETING OF THE BOARD

No meeting held. No report.

E. OLD BUSINESS

1. Previous Minutes

Motion: 25-R51, J.Hunda/B.Clement

That the minutes of the Regular Board Meeting held on Tuesday, March 25, 2025 be approved.

Poll vote

*Bob Clement: In-favour
Lisa Corbiere-Addison: In-favour
Linda Debassige: Absent
Doreen Dewar: Absent
David Farrow: In-favour
Anita Gibson: In-favour
Judy Hunda: In-favour
Judy Kosmerly: In-favour
Alex McCauley: In-favour*

- Carried

2. Reports and Recommendations from Board Committees

Strategic Planning Committee – Trustee Code of Conduct

Notice of Motion: 25-R52, A.McCauley

That the changes to *Policy No. GOV-05: Code of Conduct: Board Members*, as attached, be approved.

F. NEW BUSINESS

**1. OPSBA (Ontario Public School Board's Association)
- Director and Alternate**

a) OPSBA Director

Chair Farrow called for nominations for the position of OPSBA Director.

Trustee Hunda nominated Trustee Kosmerly.

- i) Motion: 25-R53, B.Clement/L.Corbiere-Addison
That nominations be closed.

Poll vote

*Bob Clement: In-favour
Lisa Corbiere-Addison: In-favour
Linda Debassige: Absent
Doreen Dewar: Absent
David Farrow: In-favour
Anita Gibson: In-favour
Judy Hunda: In-favour
Judy Kosmerly: In-favour
Alex McCauley: In-favour*

- Carried

Trustee Kosmerly confirmed her willingness to stand for this position.

- ii) Motion: 25-R54, A.McCauley/J.Hunda
That Trustee Kosmerly be declared acclaimed Rainbow District School Board's voting Director to the Ontario Public School Board's Association.

Poll vote

*Bob Clement: In-favour
Lisa Corbiere-Addison: In-favour
Linda Debassige: Absent
Doreen Dewar: Absent
David Farrow: In-favour
Anita Gibson: In-favour
Judy Hunda: In-favour
Judy Kosmerly: In-favour
Alex McCauley: In-favour*

- Carried

b) OPSBA Alternate

Chair Farrow called for nominations for the position of OPSBA Alternate.

Trustee Kosmerly nominated Trustee Corbiere-Addison.

- i) Motion: 25-R55, J.Hunda/J.Kosmerly
That nominations be closed.

Poll vote

*Bob Clement: In-favour
Lisa Corbiere-Addison: In-favour*

*Linda Debassige: Absent
Doreen Dewar: Absent
David Farrow: In-favour
Anita Gibson: In-favour
Judy Hunda: In-favour
Judy Kosmerly: In-favour
Alex McCauley: In-favour*

- Carried

Trustee Corbiere-Addison confirmed her willingness to stand for this position.

- ii) Motion: 25-R56, A.McCauley/J.Hunda
That Trustee Corbiere-Addison be declared acclaimed Rainbow District School Board's voting alternate to the Ontario Public School Board's Association.

Poll vote

*Bob Clement: In-favour
Lisa Corbiere-Addison: In-favour
Linda Debassige: Absent
Doreen Dewar: Absent
David Farrow: In-favour
Anita Gibson: In-favour
Judy Hunda: In-favour
Judy Kosmerly: In-favour
Alex McCauley: In-favour*

- Carried

2. **Ballots** Not Applicable. No ballots required.

3. **Ontario Public School Board Association Annual General Meeting**

Motion: 25-R57, B.Clement/L.Corbiere-Addison

That the Board approve the attendance of the following Trustees at the 2025 Annual General Meeting in Niagara-on-the-Lake on June 12-14, 2025.

(Trustee Kosmerly, Trustee Farrow, Trustee Corbiere-Addison, Trustee Clement)

Poll vote

*Bob Clement: In-favour
Lisa Corbiere-Addison: In-favour
Linda Debassige: Absent
Doreen Dewar: Absent
David Farrow: In-favour
Anita Gibson: In-favour
Judy Hunda: In-favour
Judy Kosmerly: In-favour
Alex McCauley: In-favour*

- Carried

4. **Ontario Student Trustee Association – Annual General Meeting**

Motion: 25-R58, J.Hunda/J.Kosmerly

That the Board approve the attendance of Student Trustee Nootchtai, Student Trustee Wilson-Zegil and the 2 incoming Student Trustees at the 2025 OSTA-AECO Annual General Meeting May 22-25, 2025 in Toronto.

Poll vote

*Bob Clement: In-favour
Lisa Corbiere-Addison: In-favour*

Linda Debassige: Absent
Doreen Dewar: Absent
David Farrow: In-favour
Anita Gibson: In-favour
Judy Hunda: In-favour
Judy Kosmerly: In-favour
Alex McCauley: In-favour

- Carried

5. **Notice of Absence**

Chair Farrow shared that Trustee Debassige and Trustee Dewar were absent.

6. **Director's Remarks**

Rainbow District School Board will pay tribute to its dedicated employees and community partners with the presentation of Board Awards on Tuesday, May 20, 2025. The ceremony will begin at 6:30 pm in the Sheridan Auditorium at Sudbury Secondary school.

The Board's Retirement Dinner will take place on Tuesday, June 3, 2025 at the Caruso Club. We look forward to the opportunity to celebrate our retirees.

We have not yet received the budget information from the Ministry of Education. Upon receipt in the weeks ahead, we will unpack the information and continue with our planning for the 2025-2026 school year. More information to come in future meetings.

At an upcoming meeting, I will provide details on administrative transfers and appointments for the 2025-2026 school year. Staffing for next year has started. Principals are working to create schedules and staff their schools for the fall.

This is an exciting time of the year as we host many culminating activities. I would like to thank administrators, teachers, support staff and community partners for providing opportunities for students.

7. **Other Items**

OPSBA Director – Trustee Kosmerly thanked fellow trustees for their support in her as the OPSBA Director. She shared the next Board of Directors Meeting is on May 2nd and 3rd and the AGM is taking place June 12-14 in Niagara-on-the-Lake. At the AGM, elections will be held for Regional Chair and Vice-Chair as well as working group positions. Take your MPP to school week will take place the week of May 20th and nominations are open for the Healthy Democracy Student Leadership award, awarded to one graduating English public school student in each of OPSBA's five regions. The deadline to nominate is June 6th.

Student Trustee – Student Trustee Wilson-Zegil shared that students and senators have been participating in the "ice bucket challenge" to promote mental health. She thanked the board, support workers and teachers for the work in supporting students within our board. She also introduced Sudbury Secondary School student, Izabella Guenette, as the incoming Student Trustee for 2025/2026.

Student Trustee Nootchtai reminded Trustees of the upcoming conference taking place April 24th at College Boreal beginning at 9:30am and all are welcome. She also introduced

Manitoulin Secondary School student, Daynara Cyr, as the incoming Indigenous Student Trustee for 2025/2026.

8. **Trustees' Remarks/Questions**

Trustee McCauley acknowledged Superintendent Mantle for all the great work being done on mental health through the Parent Involvement Committee.

9. **Chairperson's Remarks**

Hello everyone:

I hope you all had a wonderful Easter weekend with loved ones.

I'd like to begin my remarks with a friendly reminder that registrations are ongoing in elementary and secondary schools. To register, please contact your area Rainbow school. If you have already registered, thank you. We look forward to welcoming your child into Rainbow Schools this fall.

Six young scientists from Rainbow Schools who impressed the judges at the Sudbury Regional Science Fair will represent our community at the Canada-Wide Science Fair in Fredericton next month. Huge congratulations to all participants for their hard work in developing their projects. On behalf of the Board of Trustees, I extend well wishes as students compete against the best young scientists from across the country.

Schools honoured our planet for Earth Day today. This year's theme "Our Planet, Our Power" aims to foster a widespread awareness and commitment towards harnessing renewable energy to build a healthy, sustainable, equitable and prosperous future for all.

Rainbow District School Board's Student Senate will host a Stand Up Speak Out Conference on Thursday, April 24, 2025. Students from each secondary school will participate in the full-day event at the Au pied du rocher restaurant at Collège Boréal. The goal of the conference is to give students an opportunity to network, build leadership skills and foster effective communications. Breakout sessions with collaborative activities will highlight various types of intelligence.

Rainbow District School Board will host Destination Readiness: Pathways for Students with Special Needs this Thursday, April 24th from 4 pm to 7 pm at the Local 6500 Hospitality, Conference & Education Centre (formerly the United Steelworkers Hall). The free event aims to help students with needs and exceptionalities plan for their future.

Get ready to be inspired during Sudbury Secondary School's "Artbeat". The event will take place this Friday, April 25th from 6:30 pm to 9:30 pm. Artbeat is a celebration of visual and performing arts that offers live music, stunning art displays and captivating performances that showcase creativity in all forms. Admission is complimentary. Guests can contribute a donation at the door.

In keeping with the arts, local performers will join music students and teachers from Rainbow Schools for the Joan Mantle Music Trust Community Concert and Silent Auction this Saturday, April 26th. The concert will begin at 7 pm in Sudbury Secondary School's Sheridan Auditorium. Tickets are \$25 for adults and \$10 for students. All proceeds will

support music education in Rainbow Schools. Ralph McIntosh will receive the Joan Mantle Music Trust Community Award.

Throughout the month of May, Rainbow elementary schools will offer Kindergarten Orientation for students starting school this fall. Families will have an opportunity to connect with Kindergarten teachers, early childhood educators and school personnel. They will also meet other children starting school. A list of dates and times is available on the board website.

Education Week will take place from May 5th to 9th. Schools are planning a variety of activities for students. Each year, Education Week also coincides with Music Monday, which takes place on Monday, May 5th.

Rainbow District School Board will host the 2nd Annual EcoSummit at Laurentian University on Thursday, May 8th. This year's theme is "Water is Life". Eco-leaders from Grades 7 to 12 in Rainbow Schools will attend the green symposium to learn about environmental responsibility and how they can lead green initiatives in their respective school communities. This year's virtual keynote address will feature professional explorer and national bestselling author Adam Shoalts.

Rainbow District School Board will present Embrace Diversity: Free to Be Me, a symposium with workshops for students in Grades 9 to 12 on May 9th at Lockerby Composite School. The educational conference is part of the ongoing work of the Equity and Inclusive Education Committee which includes community partners.

The next Parent Involvement Committee meeting is set for Tuesday, May 13th at 7 pm. Committee members will plan meeting topics for the 2025-2026 school year.

This week marks National Volunteer Week. I extend a heartfelt thank you to parents/guardians and community members who contribute to Rainbow Schools in so many important ways. We are truly grateful.

And a friendly reminder for Trustees to let the Director's Office know which graduations you will be attending. We look forward to joining our school communities in celebrating student success.

And that concludes my remarks for this evening. Thank you.

G. INFORMATION AND PROPOSALS

1. Reports from Officials and Staff

Special Education Advisory Committee minutes February 5, 2025 (official)

2. Tenders/Requests for Proposals

Tender 2025-01 – Assiginack Public School

Tender 2025-07 – Lo-Ellen Park Secondary School

Tender 2025-08 – Lo-Ellen Park Secondary School

3. Non-Staff Communications

Board and Strategic Planning Schedule of Meetings 2025-2026 (draft)

April 17, 2025 Letter to Minister Calandra

H. FUTURE MEETINGS

Student Senate Meeting May 5, 2025 5:30 pm
Strategic Planning Committee May 6, 2025 5:00 pm
Special Education Advisory Committee May 7 2025 12:00 pm
Parent Involvement Committee May 13, 2025 7:00 pm
First Nations Advisory Committee May 15, 2025 10:00 am
Equity and Inclusive Education Committee May 15, 2025 3:30 pm
Board Meeting May 20, 2025 5:00 pm
Environmental Education Committee May 21, 2025 3:30 pm

I. ADJOURNMENT

Motion: 25-R59, J.Hunda/L.Corbiere-Addison
That we do now adjourn at 6:19 p.m. - **Carried**

Title:	Special Education Plan 2025-2026
Contact:	Kathy Wachnuk
Date Submitted:	May 20, 2025
Mandate	Under the <i>Education Act</i> , Regulation 306 requires the Board submit a Special Education Plan for the school year 2024/2025. As part of this process, a Special Education budget must be developed.
Background	<p>A review of special education programs and services is conducted on an annual basis.</p> <p>The Special Education Advisory Committee, principals, special education staff, and parents (128 responses) were invited to participate in the annual review. Their input is reflected in the Special Education Budget 2024-2025.</p> <p>In anticipation of the submission of the Special Education Plan by July 31, the Special Education Budget for 2025-2026 has been prepared in accordance with the Ministry of Education policy document <i>Standards for School Board Plans for Special Education</i>.</p> <p>The Special Education Budget 2025-2026 reflects programs and services for 1472 elementary and 1042 secondary exceptional students.</p> <p>The Special Education Budget 2025-2026 amendments (see following page) are reflected in the Special Education Plan 2025-2026 which is available on the board website.</p>
Recommendation	That the Special Education Plan 2025-2026 as recommended by the Special Education Advisory Committee (SEAC) be approved.

Rainbow District School Board
Special Education Budget 2025-2026
Report to the Board
May 2025

Amendments

A total of 220 (Full Time Equivalent) special education teachers have been allocated for 2025-2026. This represents an increase from 2024-2025. This includes 90 Resource Teachers, 85 Intensive Support Program Teachers, 21 Teachers in ECPP Programs and 24 Itinerant Teachers.

The number of (Full Time Equivalent) Educational Assistants increased to 236.5. This number includes Educational Assistants in Section 23 Programs.

Please note:

These allocations include teachers and educational assistants in Education, Care and Community Partnership Programs.

Further details to staffing for special education in elementary and secondary schools are included in the “Special Education Programs and Services”, Section 8 and 11 of the Special Education Plan (available on the board website).



BOARD POLICY NO. GOV-05	
Adopted:	March 25, 2014
Last Revised:	
Review Date:	
Board Motion:	14-R37

CODE OF CONDUCT: BOARD MEMBERS

1. RATIONALE

This governance policy guides the actions of Board members/trustees of Rainbow District School Board as they carry out their duties as described in the *Education Act*, regulations, and Board policy. This policy aligns the conduct of Board members with the guiding principles in the Rainbow District School Board Code of Conduct.

Board members occupy positions of public trust and responsibility. They are expected to maintain the integrity of the Board and their positions as trustees by acting in a professional and impartial manner. It is imperative that trustees act, and be seen to act, in the best interests of the people they serve.

A Trustee position is an elected position which carries with it the understanding that the electorate will decide at election time its support for the effectiveness of a Trustee. At the same time, it is important to recognize the public trust and responsibility the collective body carries and that this trust and responsibility is honoured through determining and enforcing the norms of acceptable behaviour.

A code of conduct policy contributes to confidence in public education and respect for integrity of Trustees in the community. It deals with acceptable and respectful behaviours.

APPLICATION

This Code of Conduct and the Enforcement Procedures apply to all Trustees of the Board, including the Chair of the Board and student trustees. Every trustee of the Board shall uphold the letter and spirit of this code of conduct.

2. POLICY

2.0 Integrity and Dignity of Office

- 2.1 Trustees of the Board shall discharge their duties loyally, faithfully, impartially, and in a manner that will inspire public confidence in the abilities and integrity of the Board.
- 2.2 Trustees of the Board shall recognize that the expenditure of school board funds is a public trust and endeavour to see that the funds are expended efficiently, in the best interests of the students.

- 2.3 Trustees, as leaders of the Board, must uphold the dignity of the office and conduct themselves in a professional manner that would not discredit or compromise the integrity of the Board.
- 2.4 Trustees shall ensure that their comments are issue-based and not personal, demanding or disparaging with regard to Board staff or fellow Board members.
- 2.5 The Board encourages trustee involvement in Board and school activities. Trustees shall endeavour to participate in Trustee development opportunities to enhance their ability to fulfill their obligations.
- 2.6 When acting or holding themselves out as a Trustee, the Trustee shall treat persons equally without discrimination based on a person's race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability.
- 2.7 Trustee behaviour through emails, social media, and other online systems must be respectful of board policy and confidentiality requirements.

3. Avoidance of Personal Advantage and Conflict of Interest

- 3.1 No trustee shall accept a gift from any person, group or entity if a reasonable person might conclude that the gift could influence the trustee when performing his/her duties to the Board, unless
- (a) the gift is of nominal value,
 - (b) the gift is given as an expression of courtesy or hospitality,
 - (c) accepting the gift is reasonable in the circumstances, and
 - (d) the gift is an inherent duty as part of a cultural practice.
- 3.2 A trustee shall not use his/her office to advance the trustee's interests or the interests of any family member or person or organization with whom or with which the trustee is related or associated.
- 3.3 No Trustee shall use his/her office to obtain employment with the Board for the Trustee or a family member.
- 3.4 No Trustee shall use or permit the use of board resources for any purposes other than the business of the Board.

4. Compliance with Legislation

- 4.1 A trustee of the Board shall discharge his/her duties in accordance with the *Education Act* and any regulations, directives, or guidelines; and comply with the board's code of conduct and any applicable board by-law, resolution, policy or procedure and all other relevant legislation.
- 4.2 Every trustee shall respect and understand the roles and duties of individual Trustees, the Board of Trustees, the Chair of the Board, and the Director of Education.

5. Civil Behaviour

- 5.1 No trustee shall engage in conduct at any time that would discredit or compromise the integrity of the Board.
- 5.2 A Trustee of the Board shall not make allegations of misconduct and/or a breach of this code of conduct against another Trustee of the Board that are trivial, frivolous, vexatious, made in bad faith, or vindictive in nature.
- 5.3 When expressing individual views, Trustees shall respect the differing point of view of other Trustees on the Board, staff, students and the public.
- 5.4 Trustees shall at all times act with decorum and shall be respectful of other Trustees of the Board, staff, students and the public.
- 5.5 All Trustees of the Board shall endeavour to work with other Trustees of the Board and staff of the Board in a spirit of respect, openness, courtesy, and co-operation.

6. Respect for Confidentiality

- 6.1 Every trustee shall keep confidential any information disclosed or discussed at a meeting of the Board or committee of the Board, or part of a meeting of the Board or committee of the Board, that was closed to the public, and keep confidential the substance of deliberations of a meeting closed to the public, unless required to divulge such information by law or authorized by the Board to do so.
- 6.2 No trustee shall use confidential information for either personal gain or to the detriment of the Board.
- 6.3 No Trustee shall disclose confidential information, including personal information obtained or made available to them in their role as a Trustee except as authorized by law or the Board. Confidential information includes personal information about an identifiable individual or information subject to solicitor-client privilege.
- 6.4 No Trustee shall use confidential information, including confidential information obtained by them or made available to them in their role as a Trustee for the purpose of personal gain or for the gain of the Trustee's parent, spouse or child and shall not use such confidential information in a manner that would be detrimental to the interests of the Board. [Parent, spouse and child have the same meaning as in Section 1 of the *Municipal Conflict of Interest Act*.]
- 6.5 A board member's duty of confidentiality with respect to private and confidential information extends beyond their term as a trustee. Inappropriate use of confidential information may constitute a criminal breach of trust contrary to section 122 of the Criminal Code (Canada).

7. Upholding Decisions

- 7.1 All trustees of the Board shall accept that authority rests with the Board, and that a trustee has no individual authority other than that delegated by the Board.

- 7.2 Each trustee shall uphold the implementation of any Board resolution after it has been passed by the Board. A proper motion for reconsideration or rescission as defined by the Rainbow District School Board Governance By-Laws, can be brought forward by a Trustee.
- 7.3 Each trustee must comply with Board policies, procedures, By-Laws, and Rules of Order.
- 7.4 The Chair of the Board is the spokesperson to the public on behalf of the business of the Board, unless otherwise determined by the Board. No other trustee shall act as spokesperson to the public on behalf of the Board and its business unless expressly authorized by the Chair of the Board or Board to do so. If Trustees express their individual opinions in public, they must make it clear that they are not speaking on behalf of the Board.

ENFORCEMENT OF THE CODE OF CONDUCT

8. General

- 8.1 These enforcement procedures apply to all trustees of the Board, including the Chair of the Board and student trustee(s).
- 8.2 A trustee who has reasonable grounds to believe that a trustee of the Board has breached the Board's Code of Conduct may bring the alleged breach to the attention of the Board through the Chair of the Board. In the case of an allegation of a breach of the Code by the Chair, wherever a process requires action by the Chair, it shall be modified to read the Vice-Chair of the Board. See section 10.1 for additional information.
- 8.3 Any allegation of a breach of the Code must be brought to the Chair of the Board no later than 60 days after the breach comes to the knowledge of the trustee reporting the breach. Notwithstanding the foregoing, in no circumstance shall an inquiry into a breach of the Code be undertaken after the expiration of six (6) months from the time the contravention is alleged to have occurred.
- 8.4 At the Annual Organizational Meeting, two alternate trustees shall be chosen by the Board to be used when the circumstance warrants that one or both trustees are needed in place of the Chair or Vice-Chair to carry out the duties required under these enforcement procedures.
- 8.5 The trustee who brought the complaint of a breach of the Code of Conduct shall not be involved in any inquiry into the complaint.
- 8.6 Nothing in this Code prevents the Chair or presiding officer of any meeting of the Board or committee of the Board from exercising their power pursuant to s. 207(3) of the *Education Act* to *expel or exclude from any meeting any person who has been guilty of improper conduct at the meeting*. Any trustee who does not abide by a reasonable expulsion or exclusion from a meeting is deemed to have breached this Code.

9. Informal Complaint Procedure

- 9.1 Whenever possible, allegations of a breach of the Code of Conduct by a trustee shall be investigated following the Informal Complaint Procedure. It is recognized that from time to time a contravention of the Code may occur that is trivial, or committed through inadvertence, or an error in judgement made in good faith. In the spirit of collegiality and the best interests of the Board, the first purpose of alerting a trustee to a breach of the Code is to assist the trustee in understanding his/her obligations under the Code.
- 9.2 Only serious and/or recurring breaches of the Code by a trustee should be investigated following the *Formal Complaint Procedure*. However, a trustee does not have to first attempt an informal resolution of a complaint before commencing a formal complaint.
- 9.3 The *Informal Complaint Procedure* is conducted in private.
- 9.4 Without the necessity of providing a formal written complaint, the Chair of the Board, on their own initiative or at the request of a trustee of the Board who alleges a breach of the Code has occurred, may meet informally with a trustee of the Board who is alleged to have breached the Code, to discuss the alleged breach. The purpose of the meeting is to bring the allegation of the breach to the attention of the trustee and to discuss remedial measures to correct the offending behaviour. At the discretion of the Chair, the Vice-Chair or another trustee of the Board may be included in this meeting.
- 9.5 If the allegations of a breach of the Code involve the Chair of the Board, the Vice-Chair of the Board may carry out the duties described under section 9.4 above. At the Vice-Chair's discretion, they may include one of the alternate trustees defined in section 8.4 to attend the meeting.
- 9.6 Remedial measures may include, for example, a warning, an apology, and/or the requirement of the trustee to engage in the successful completion of professional development training such as that offered by the Ontario Education Services Corporation *Professional Development Program for School Board Trustees*. The Chair, Vice-Chair, or their alternates, as the case may be, may confirm the discussion and outcome of the Informal Review Process in writing to the trustee. If a resolution of the informal complaint cannot be achieved, then a formal complaint may be brought against the trustee alleged to have breached the Code and that complaint will be dealt with in accordance with the *Formal Complaint Procedure*.

10. Formal Complaint Procedure

- 10.1 A trustee who has reasonable grounds to believe that a trustee of the Board has breached the Board's Code of Conduct shall notify the following persons in writing of the alleged breach:
- a) the Chair of the Board; or
 - b) the Vice-Chair of the Board if the notice is related to the conduct of the Chair; or
 - c) the alternate trustee(s) identified in section 8.4 if the notice relates to both the conduct of the Chair and the Vice-Chair.
- 10.2 The trustee who gives notice of an alleged breach of the Board's Code of Conduct shall also provide a copy of the notification to the Director of Education of the Board.

- 10.3 The person to whom the notification is made (Chair, Vice-Chair, or their alternates, as the case may be) shall immediately provide a copy of the written notice to the trustee whose conduct is the subject of the alleged breach and the entire Board of Trustees. This notice shall not be public or published by the Board in accordance with section 17.7 below.
- 10.4 No trustee shall give notice of an alleged breach of the Code if the allegation is frivolous or vexatious or if the notice is given in bad faith.
- 10.5 No trustee shall engage in reprisal or the threat of reprisal against a trustee who gave notice of an alleged breach of the Code; or any person who provides information about the alleged breach to the person appointed by the Board to investigate the breach.
- 10.6 The *Statutory Powers Procedure Act* does not apply to anything done regarding the enforcement of the Code as particularized in s.218.3.2(13) of the *Education Act*. No formal trial-type hearing will be conducted.
- 10.7 Despite s.207(1) of the *Education Act*, the part of the meeting of the Board during which a breach or alleged breach of the Board's Code of Conduct is shared with trustees may be closed to the public when the breach or alleged breach involves any of the matters described in clauses 207.2(a) to (e) being:
- a) the security of the property of the Board;
 - b) the disclosure of intimate, personal, or financial information in respect of a member of the Board or committee, an employee, or prospective employee of the Board or a pupil or his or her parent or guardian;
 - c) the acquisition or disposal of a school site;
 - d) decisions in respect of negotiations with employees of the Board;
 - e) litigation affecting the Board.

11. Notice of Breach

- 11.1 A breach is discovered on the earlier of:
- a) the day on which the trustee notifying the Board of the alleged breach first knew that the breach had occurred; or
 - b) the day on which a reasonable person with the abilities and in the circumstances of the trustee notifying the Board first ought to have known of the matter referred to in (a) above.
- 11.2 The written notice of a breach of the Code shall include:
- a) the name of the trustee alleging the breach and their contact information;
 - b) the name and contact information of the trustee whose conduct is the subject of the notification;
 - c) the date of the alleged breach;

- d) a description of the alleged breach;
- e) the provision(s) of the Code that was/were allegedly breached;
- f) the date on which the trustee alleging the breach first knew that the alleged breach occurred;
- g) the names and contact information of any witnesses to the breach and any other persons who have relevant information regarding the alleged breach.

11.3 A complaint of an allegation of a breach of the Code should generally be made within sixty (60) days after the alleged breach occurred or was discovered, whichever is later.

12. Resolution of Notice of Breach: First Twenty Days

12.1 When a formal complaint is brought against a trustee of the Board, during the twenty (20) Business Day period prior to an Integrity Commissioner being appointed (described below), the Board may attempt to resolve the matter itself. The Chair of the Board, Vice-Chair, or their alternates, as the case may be, may attempt to resolve the matter between the parties in private. They may include, as part of this process, the Chair/Vice-Chair/Trustees, through the Director of Education or their designate; and may retain legal counsel and/or a mediator to assist in resolving the matter. The process may also include a discussion and the use of remedial measures including a warning, an apology, and/or the requirement of the trustee to engage in the successful completion of professional development training such as that offered by the Ontario Education Services Corporation *Professional Development Program for School Board Trustees*.

12.2 If the matter is resolved to the satisfaction of the trustee alleging the breach, the trustee shall withdraw the notice of the breach. The Chair, Vice-Chair, or their alternates, as the case may be, shall confirm in writing to both parties the nature of the formal complaint, its resolution including remedial measures to be taken, and withdrawal of the complaint. The Board of Trustees will be advised whether the matter has been resolved and any agreed upon remedial measures or other basis for resolving the matter.

12.3 If the complaint described in the notice of breach is not resolved within twenty (20) Business Days after the trustee alleged to have breached the Code has received the notice, the matter shall be referred to an Integrity Commissioner appointed by the Board as described in *Appointment of Integrity Commissioner* below. This should be done as soon as reasonably possible.

13. Appointment of Integrity Commissioner

13.1 If the complaint is not resolved as described above, the Chair, Vice-Chair, or their alternates, to whom the notification of the breach was given shall refer the complaint to the Integrity Commissioner appointed and paid for by the Board.

13.2 If a roster of Integrity Commissioners has been created by the Minister of Education, the Board shall appoint an Integrity Commissioner from that roster. If a roster of Integrity Commissioners has not been created by the Minister of Education, the Board shall appoint an external independent person who has the qualifications set out in Regulation 306/24 *Integrity Commissioners and Process for Alleged Breaches of the Code of Conduct* and in consultation with the Director of Education.

- 13.3 The appointment of an Integrity Commissioner by the Board is hereby delegated to the Chair, Vice-Chair or their alternates as the case may be, in consultation with the Director of Education.

14. Integrity Commissioner: Investigation and Decision

- 14.1 Subject to a refusal to commence an investigation, described in section 14.4 below, the Integrity Commissioner appointed by the Board shall commence an investigation into the alleged breach of the Code no later than fourteen (14) days after being appointed by the Board.
- 14.2 The Integrity Commissioner appointed by the Board to investigate the alleged breach may define the scope of the investigation.
- 14.3 The trustee alleged to have breached the Code shall be provided with the opportunity to respond to the allegations, and to a right of reply, where appropriate. The Integrity Commissioner shall determine this, the timelines, and the form of such a response.
- 14.4 The Integrity Commissioner may refuse to commence an investigation into the alleged breach of the Code if the complaint is made more than sixty (60) days after the day the alleged breach occurred or was discovered, whichever is later, unless the Integrity Commissioner is satisfied the delay is incurred in good faith and no substantial prejudice will result to any person affected by the delay; or, in the opinion of the Integrity Commissioner, the complaint is made in bad faith or is frivolous or vexatious.
- 14.5 If a breach relates to a series of incidents the 60-day period above runs from the day the last incident in the series occurred or was discovered.
- 14.6 The Integrity Commissioner shall provide written notice of a refusal to commence an investigation to the trustee who is the subject of the complaint and the Board and the decision of the Integrity Commissioner is final.
- 14.7 In the course of conducting the investigation, the Integrity Commissioner may require the production of any records that may in any way relate to the investigation; examine and copy any record so required; and require any officer of the Board or any other person to appear before them and give evidence, on oath or affirmation, relating to an investigation.
- 14.8 Section 33 of the *Public Inquiries Act, 2009* applies to an investigation.
- 14.9 The Integrity Commissioner shall make any determination with respect to a complaint of alleged breach of the Code no later than ninety (90) days after commencing the investigation, or within such other time period as may be prescribed by Regulation, unless the Integrity Commissioner notifies the Board and the trustee who is the subject of the complaint that an extension is necessary and the reasons for the extension.
- 14.10 The Integrity Commissioner shall provide the trustee whose conduct was the subject of the complaint and the Board written notice of a determination that the trustee has or has not breached the Code and of any sanctions imposed. The written notice must include the reasons for the determination; the reasons for any sanctions; and information about the right to appeal.

15. Potential Sanctions

- 15.1 If, following an investigation, the Integrity Commissioner determines that the trustee has breached the Code of Conduct, the Integrity Commissioner may impose one or more of the following sanctions:
- a) censure the trustee;
 - b) require the Board to reduce the trustee's honorarium by an amount not exceeding the amount prescribed in Regulation 357/06 *Honoraria for Board Members* which currently is 25% of the trustee's combined base and enrolment amount for the year of the term of office in which the breach occurred;
 - c) bar the trustee from attending all or part of one or more meetings of the Board or one or more meetings of a committee of the Board, for the period of time specified by the Integrity Commissioner, up to a maximum of ninety (90) days or the balance of the trustee's term of office, whichever is less;
 - d) bar the trustee from sitting on one or more committees of the Board, for the period of time specified by the Integrity Commissioner, up to a maximum of ninety (90) days or the balance of the trustee's term of office, whichever is less;
 - e) bar the trustee from becoming the Chair or Vice-Chair of the Board or of any committee of the Board, or remove the trustee from a position the trustee holds as a Board representative;
 - f) bar the trustee from exercising the privileges of a trustee acting as a Board representative, or remove the trustee from a position the trustee holds as a Board representative;
 - g) subject to any other limits set out above in sections a) to f), any other sanction that, in the opinion of the Integrity Commissioner is reasonable and appropriate in the circumstances;
 - h) subject to any other limits set out above in sections a) to f), any other sanction that, in the opinion of the Integrity Commissioner, would promote compliance with the Board's Code of Conduct.
- 15.2 For greater certainty, the imposition of a sanction barring a trustee from attending all or part of one meeting of the Board shall be deemed, for the purpose of clause 228(1)(b) of the *Education Act* to be authorization for the trustee to be absent from the meeting.
- 15.3 Any trustee who is barred from attending all or part of the meeting of the Board or a meeting of a committee of the Board is not entitled to receive any materials that relate to that meeting or that part of the meeting and that are not available to members of the public.

16. Appeal

- 16.1 Either the Board or the trustee whose conduct was the subject of an investigation may appeal the Integrity Commissioner's decision, the sanctions imposed, or both, and the Board and the trustee are the parties to an appeal.
- 16.2 The trustee whose conduct was the subject of the investigation shall not vote on the Board's resolution to determine whether the Board will appeal the Integrity Commissioner's decisions on breach or sanctions.

- 16.3 The Board or the trustee who appeals the Integrity Commissioner's determinations shall give written notice of the appeal to the other party and to the Deputy Minister of Education no later than fifteen (15) Business Days after receiving the written notice of the Integrity Commissioner's determination.
- 16.4 The appeal shall be heard by a panel of three (3) Integrity Commissioners appointed by the Deputy Minister of Education or their delegate no later than fifteen (15) Business Days after the Deputy Minister or delegate receives the notice of appeal. The panel should not include the Integrity Commissioner whose determination is the subject of the appeal.
- 16.5 One of the appointed Integrity Commissioners shall be named by the panel to act as Chair and co-ordinate the hearing of the appeal.
- 16.6 The Chair of the panel shall notify the parties to the appeal of the appointment of the panel, and the requirements regarding written submissions of the parties, and the requirements of the panel's written decision.
- 16.7 The panel shall hear the appeal in writing.
- 16.8 The Appellant shall provide written submissions to the panel and the Respondent no later than twenty (20) Business Days after receiving notice that the panel has been appointed.
- 16.9 The Respondent shall provide written submissions to the panel and the Appellant no later than twenty (20) Business Days after receiving the Appellant's submissions.
- 16.10 The Appellant shall provide their written reply to the Respondent's submission no later than ten (10) Business Days after receiving the Respondent's submissions.
- 16.11 The Chair of the panel may extend any timeline regarding the above written submissions at the written request of a party in order to provide for the fair, just, and expeditious resolution of the appeal. A decision to extend a timeline shall be provided to the parties in writing and a copy of the decision shall be provided to the Deputy Minister of Education.
- 16.12 The panel shall convene to consider the appeal at such times and in such places as they may determine. The panel may be convened by electronic means.
- 16.13 The panel may define or narrow the scope of the appeal; limit the length of submissions from the parties; make interim decisions and orders; and on its own motion, and without holding a hearing, dismiss an appeal as frivolous or vexatious or commenced in bad faith. A panel decision on its motion is final.
- 16.14 The Chair of the panel shall notify the parties of any decisions made by the panel.

17. Decision of the Panel

- 17.1 The panel shall provide its decision and its reasons, including any dissent to the parties in writing no later than thirty (30) Business Days after receiving the Respondent's submission.

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- 17.2 The panel shall provide a copy of the decision, reason and dissent to the Deputy Minister of Education.
- 17.3 If the panel overturns the determination as to whether there is a breach of the Code made by the Integrity Commissioner, any sanction imposed by the Integrity Commissioner is revoked.
- 17.4 If the panel upholds the determination made by the Integrity Commissioner, the panel shall, within thirty (30) Business Days after receiving the Respondent's submissions on the appeal, uphold, vary, or overturn the sanction.
- 17.5 If a sanction is varied or overturned, the variation or overturning shall be deemed to be effective as of the date of the original determination made by the Integrity Commissioner.
- 17.6 The decision of the panel respecting the determination of the Integrity Commissioner is final.
- 17.7 A board shall keep records and publish information on its website about each of the following:
- a) a matter referred to an Integrity Commissioner for investigation and determination;
 - b) a decision of the Integrity Commissioner to refuse to commence an investigation as explained under section 14.4 above;
 - c) determination of an Integrity Commissioner that a trustee has or has not breached the Code of Conduct and any sanction(s) imposed;
 - d) a determination by a panel upholding or overturning an Integrity Commissioner's determination including any variation of a sanction.
- 17.8 Where the alleged breach of the Board's Code of Conduct or the determination regarding the breach involves any of the matters described in s. 10.8 above, the Board shall publish only such information as is appropriate.

18. Public Availability

- 18.1 The board shall make its code of conduct publicly available on its website.
- 18.2 The Board shall complete its next Code of Conduct review no later than May 15, 2027, and by May 15 every fourth year thereafter. The board shall indicate on its website the effective date of every change it makes to its code of conduct, other than changes of a typographical or similar nature.
- 18.3 The board shall maintain an archive of all previous versions of its code of conduct, indicating the period during which each version applied, and shall ensure that the versions are publicly accessible
- 18.4 A copy of the following acknowledgement and undertaking shall be signed by each trustee and kept in a file at the Rainbow District School Board offices.

ACKNOWLEDGEMENT AND UNDERTAKING

I confirm that I have read, understand, and agree to abide by the Board's Code of Conduct and the Enforcement Procedures.

DATE: ► _____

SIGNATURE: _____

Please Print Name: _____

Witness:

DATE: ► _____

SIGNATURE: _____

Please Print Name: _____

REFERENCE DOCUMENTS*Legal:**Education Act. S 207 Open and Closed Meetings of the Board**Education Act S 218.2 Code of Conduct**Education Act S 218.3 Enforcement of Code of Conduct**Ontario Regulation 312/24 Members of School Boards - Code of Conduct**Ontario Regulation 306/24 Integrity Commissioners and Process for Alleged Breaches of the Code of Conduct**Board:*

Board Policy No. GOV-01 Vision, Mission, and Values

Board Policy No. GOV-03 Role of the Corporate Board

Board Governance By-Laws

Rainbow District School Board Code of Conduct

Governance Bylaw 14: Electronic Meetings

- 14.1. The Board may provide for the use of electronic means for the holding of meetings of the board and/or meetings of committees of the board, including closed meetings.
- 14.2 All board members must be physically present at regular board and committee of the whole meeting.

A member of the board may participate in regular board and committee of the whole meetings by electronic means, if the member receives written approval before the meeting for valid reasons.

Requests must be made in writing to the board chair (or vice-chair if the chair is making the request).

A board member may be approved for electronic participation if:

1. Their home is 125+ km from the meeting location.
2. Bad weather prevents safe travel.
3. Health issues prevent attendance.
4. They have a disability that makes in-person attendance difficult.
5. They have family responsibilities.

NOTE: If the trustee making the request is the Chair of the Board, the Chair shall submit the request and reasons to the Vice-Chair of the Board for their approval.

- 14.3 Approval will not be granted if it would leave only the board chair (or their designate) physically present at a regular Board Meeting or a regular Committee of the Whole Meeting
- 14.4 A student trustee may be provided with electronic means of participating in one or more meetings of the Board without requiring approval to do so. Student trustees who are participating through electronic means are not permitted in any proceedings that are closed to the public under clause 207 (2) (b) of the Education Act.
- 14.5 The electronic means provided shall permit all persons participating in the meeting to communicate with each other simultaneously and instantaneously.

- 14.6 The rules governing conflict of interest of members shall apply to electronic meetings.
- 14.7 The participating board member shall implement appropriate processes to ensure the security and confidentiality of proceedings that are closed to the public.
- 14.8 Board members who participate in a meeting through electronic means are deemed to be present at the meeting.
- 14.9 For the purpose of complete disclosure, at every electronic meeting of the board, members participating through electronic means shall be made aware of the board members physically present in the room, the board members participating electronically and whether or not the public and/or media are present.
- 14.10 The Director of Education or their designate must be physically present in the meeting room for each meeting of the board and each meeting of a committee of the board, including a committee of the whole board.
- 14.11 The chair of a committee of the board or their designate is expected to be physically present in the meeting room at every regular meeting of the committee of the board (except a committee of the whole board) however they may participate in the meeting by electronic means.
- 14.12 Unless a meeting is closed to the public in accordance with legislation, regular meetings of the board and meetings of the whole board are open to permit physical attendance by the public. The board will endeavour to provide live streaming of regular board meetings and Strategic Planning Committee meetings.
- 14.13 In special circumstances, at the sole discretion of the Board, the Board **may** provide, at one or more locations within its jurisdiction, electronic means to permit participating in meetings by members of the public excluding closed meetings.
- 14.14 If all schools in the board are closed due to a government or health order, physical attendance rules do not apply. This exception lasts until 60 days after the closure order ends.

REFERENCE DOCUMENTS

Legal:

Education Act, Regulation 313/24

Education Act, Regulation 463/97

Board:

Board Policy No. GOV-05 Code of Conduct: Board Members

DRAFT

2024/2025

Audit	Business Continuity Risk Assessment	Process Review/Efficiency	Follow Up
Area	Business Continuity	Finance	
Rationale	Lack of formal plan, new employee awareness	Moderate, high-volume transactions	Ongoing
Result			
Notes	Final	In Process	as management action plans are due

2025/2026

Audit	Risk Assessment	To be determined	Follow Up
Area	All areas		
Rationale	Last risk assessment 2021/ 2022		Ongoing
Result			
Notes	To create multi year audit plan	Based on risk assessment results	as management action plans are due

RAINBOW DISTRICT SCHOOL BOARD

OFFICIAL MINUTES OF THE AUDIT COMMITTEE MEETING

held in person and electronically via Google Meet
from the Ernie Checkeris Boardroom
408 Wembley Drive, Sudbury
on Monday, December 2, 2024 at 3:00 p.m.

Present:

Trustees: J. Hunda (Chair), L. Corbiere-Addison (via Google Meet), J. Kosmerly

External Audit Committee Members: F. Cinotti (via Google Meet), B. Rossetto

Absent: NIL

Officials: B. Bourget, Director
A. Guilbault, Superintendent of Business
N. Cecchetto, Manager of Finance

Others: D. D'Angelo, Lead Audit Engagement Partner (KPMG)
Y. de la Morandiere, Assistant Manager of Finance
A. Conaty, Financial Analyst
C. Whitson, recording secretary

1. Approval of Agenda

Motion: J.Kosmerly/ B.Rossetto

That the agenda for the Audit Committee meeting of December 2, 2024 be approved.
– **carried**

2. Preliminary Declarations of Pecuniary Interest NIL

3. Previous Minutes

Motion: F.Cinotti/L.Corbiere-Addison

That the minutes of the Audit Committee meeting of September 23, 2024 be approved.
– **carried**

4. 2023/2024 Financial Statements

Derek D'Angelo provided a detailed review of the financial statements and the audit findings report.

Board staff members and guests left the room while the Audit Committee members stayed on the google meet to allow for questions of the external auditor.

Board staff members then returned to the room and google meet to continue the meeting.

Motion: J.Kosmerly/F.Cinotti

That the 2023/2024 Financial Statements be recommended to the Board for approval.
– **carried unanimously**

5. **2023/2024 Audit Committee Report**

Motion: B.Rosetto/F.Cinotti

That the 2023/2024 Audit Committee Report be approved. – **carried unanimously**

6. **Future Meetings**

May 5, 2025

7. **Adjournment**

Motion: F.Cinotti

That we now adjourn at 4:27 p.m. – **carried**

OFFICIAL

**MINUTES OF THE RAINBOW DISTRICT SCHOOL BOARD
SPECIAL EDUCATION ADVISORY COMMITTEE MEETING**

Wednesday, April 2, 2025

Time: 12:00 PM

Meeting held via Google Meet

Present:

SEAC Members:

Lauri Christison	Down Syndrome Association of Sudbury (Alternate)
Lisa Corbiere-Addison	Trustee
Krista Cotie	Compass
Natasha Delaney	Member at Large
Alex McCauley	Trustee
Stephanie Roussy	Children's Community Network
Robert Silvestri (Acting Chair)	NOARC
Jennifer Way	March of Dimes

Staff:

Steven Marko	Special Education Coordinator
David Squarzolo	Vice-Principal of Special Education
Danielle Williamson	Principal of Special Education Programs and Services

Regrets:

Julie Contini	Down Syndrome Association of Sudbury
Sara Kitlar-Pothier	Ontario Autism Coalition
Kathy Wachnuk	Superintendent of Schools

1.0 Welcome and Introductions

R. Silvestri chaired the meeting.

2.0 Establish Quorum of Voting Members

Quorum was established.

3.0 SEAC Mission Statement

R. Silvestri read aloud the mission statement.

4.0 Approval of the Agenda

Motion 1:

Moved by: L. Christison

Seconded by: K. Cotie

That the agenda for the SEAC meeting of April 2, 2025 be approved.

Motion carried.

5.0 Conflicts of Interest

No conflicts of interest were noted.

6.0 Approval of the Minutes of the Previous Meeting

Motion 2:

Moved by: L. Christison

Seconded by: Trustee McCauley

That the minutes of the SEAC meeting of February 5, 2025 be approved.

Motion carried.

7.0 Business Arising

Vice-Principal Squarzolo stated that a question arose at the February SEAC Meeting if community partners can attend an Education and Community Partnership Program (ECPP) provincial meeting. Upon checking, we were informed that these are closed meetings, but any updates from the Ministry of Education could be shared at a future SEAC Meeting by an educator in attendance.

8.0 New Business

Requests for Leaves of Absence

Motion 3:

Moved by: N. Delaney

Seconded by: Trustee McCauley

That the SEAC approve the absences of Julie Contini and Sara Kitlar-Pothier from the April 2, 2025 SEAC meeting.

Motion carried.

9.0 Project SEARCH

Steven Marko, Special Education Coordinator, shared information on Project SEARCH the Board has in partnership with Health Sciences North and Pioneer Manor and highlighted the success of the program. A skills day is occurring today to determine which students may be eligible to attend the program next year.

Trustee McCauley thanked the staff involved in Project SEARCH for the work they do and congratulated them on the success of the program.

10.0 Special Education Staff Report

Principal Williamson reported that the Board received 128 responses in response to the annual Special Education Survey and request for input into the Special Education Plan for 2025-2026. There were 56 online and 72 paper responses received with comments being overwhelmingly positive, such as the availability of social skills programs in schools and Applied Behaviour Analysis supports for students. A common theme in the feedback is the request for addition EA support in schools. Any concerns that may have been mentioned in a particular response has been brought to the attention of the school to address.

It is essential that all members of the SEAC attend the May 7, 2025 meeting. Motions will be needed and hopefully approved by the committee regarding the proposed budget and staffing for special education for the 2025-2026 school year.

11.0 Board Report

Trustee McCauley shared that the Board is in the process of reviewing and updating the Board's Code of Conduct and the Governance Model. The Strategic Planning Committee will also become involved in those reviews. The Board is looking at the school graduation dates scheduled to arrange for attendance by a trustee.

12.0 Chairperson's Report

SEAC received information from the Learning Disabilities Association of Ontario (LDAO) under the title, "Open Letter to SEACs Across Ontario – March 2025".

This letter highlights current provincial priorities, key advocacy questions, and recent updates on issues affecting students with learning disabilities and Attention-Deficit/Hyperactivity Disorder. It is important that committee members be familiar with some of the points shared in preparation for the May meeting such as: Tier 2 and Tier 3 supports available for students; the Continuum of Placements available for students; Transition Planning processes in place for students when they move between schools and programs; Educator Capacity and professional learning available to provide evidence-based interventions for students; and, Equity of Access for students to receive individualized supports regardless of placement.

SEAC received a document published by the Elementary Teachers Federation of Ontario entitled, "Promises Unfulfilled" which provides a historical overview of special education and current data about supports for students, and provides recommendations to the Ministry of Education.

https://www.etfo.ca/getmedia/adbd1f02-ccd0-44d6-8fcd-49566ec70abf/250312_FullExec_PromisesUnfulfilled.pdf

13.0 Association Reports

Jennifer Way (March of Dimes)

March of Dimes Canada has undergone recent employment transformation. Half of the staff in Sudbury have been cut which is impacting service users. Chantal Roy, who was the SEAC alternate, is no longer with March of Dimes. Janine Roy, Regional Manager, will act as alternate for the SEAC when needed. There are eight new school boards in Ontario that have joined Project SEARCH with programs starting next year.

Stephanie Roussy (CCN)

CCN will be hosting FASD and neurodiversity training this month over Zoom. Information will be shared with SEAC. CCN now has an Autism Consultant to support children and youth with autism who are involved with child welfare or have had a private assessment. Jenne Atkinson is the lead.

Robert Silvestri (NOARC)

NOARC finally received the last full data from the other school board. NOARC has authored a study and tracked the effects of COVID on student achievement using data from standardized reading and math measures that were administered two years prior to COVID up until the end of last year. The measures provide data on student achievement in word decoding, reading comprehension, spelling, and mathematics. Student achievement was impacted negatively starting in 2020-2021; however, the most recent data shows that overall achievement has been improving and is now approaching pre-pandemic levels for most students with the exception of students in French Immersion whose foundational skills would have been established during the beginning of COVID and did not recover. The study sample size is 5000 students.

14.0 Correspondence Addressed to SEAC

Already reviewed under Chairperson's Report

15.0 Other Items/ Future Agenda Items/ Information Requests

2025-2026 Proposed Special Education Budget and Special Education Staffing

16.0 Next Meeting Date

May 7, 2025 from 12:00 until 1:30 PM via Google Meet.

17.0 Adjournment

R. Silvestri adjourned the meeting at 12:37 PM.

Parent Involvement Committee Meeting Minutes

Tuesday, February 25, 2025 at 7 pm
In Person at 408 Wembley Drive and Via Google Meet

Attendance

Melissa Gladu, Parent, Northeastern Elementary School; Ashley Vickman, Parent, Walden Public School; Julie Cuss, Parent, R.H. Murray Public School; Ashley Hurley, Parent, Alexander Public School; Jennifer Dalton, Parent, Adamsdale Public School; Kylee MacCormack, Parent, C.R. Judd Public School; Erin Holloway, Parent, Lockerby Composite School; Natasha Delaney, Parent, Jean Hanson Public School; Trustee Alex McCauley; Kelly Rodriguez, OSSTF representative; Coleen Eberlein, Elementary Principal representative; Laurie-Ann Lielkans, Secondary Principal representative; Leslie Mantle, Superintendent of Schools; and Nicole Charette, Senior Advisor, Corporate Communications and Strategic Planning

Regrets

Deana Hardy, Parent, Charles C. McLean Public School; Stacy Paaanen, Parent, Lively District Secondary School; Steffany Bourque, Parent, Chelmsford Valley District Composite School and Sarah Clarke, Mental Health Lead

Call to Order: 7 pm

1. Welcome

Chair Melissa Gladu welcomed everyone to the meeting.

2. Self-Introductions

Online and in person participants introduced themselves.

3. Approval of Agenda

"That the agenda for the meeting on February 25, 2025 be approved."

Moved by: Kylee MacCormick, C.R. Judd Public School

Seconded by: Ashley Vickman, Walden Public School

Carried

Chair Gladu noted that the following parents/guardians were acclaimed to the Parent Involvement Committee at the Annual General Meeting held on October 15, 2024 and constitute the voting members for the 2024-2025 school year.

She asked if there was a parent/guardian from Espanola who may be interested in joining PIC. With no parent present, the position remains vacant.

Melissa Gladu	Northeastern Elementary School
Ashley Hurley	Alexander Public School
Ashley Vickman	Walden Public School
Natasha Delaney	Jean Hanson Public School
Stacy Paajanen	Lively District Secondary School
Kylee MacCormack	C.R. Judd Public School
Rebecca Coughlin	Lansdowne Public School
Steffany Bourque	Chelmsford Valley District Composite School
Deanna Hardy	Charles C. McLean Public School (Manitoulin Representative)
	(Espanola Representative)

4. Approval of Minutes

“That the minutes of the meeting held on January 28, 2025 be approved.”

Moved by: Kylee MacCormick, C.R. Judd Public School

Seconded by: Ashley Vickman, Walden Public School

Carried

5. Presentation: Mental Health (Part 1)
Prepared by Mental Health Lead Sarah Clarke
Presented by Superintendent Leslie Mantle

The presentation was a follow up to the previous meeting where a summary of the book *The Anxious Generation* by Jonathan Haidt was provided as well as an overview of Policy and Program Memorandum (PPM) 128, and the Rainbow District School Board's revised Code of Conduct.

Superintendent Mantle shared statistics on mental health and youth. On behalf of Mental Health Lead Sarah Clarke, Superintendent Mantle indicated that, in Ontario, school-based services are reported as the most prevalent setting for students with mental health issues to initially seek help.

An overview was provided of the Board's Mental Health Strategic Plan which is available on the board website at the following link:
<https://www.rainbowschools.ca/schools/mental-health-well/mental-health-and-addictions-strategic-plan/>

Effective January 2024, the Ministry of Education established 11 requirements to support the mental health and well-being of students in Ontario. One of these requirements involves enhancing family/parent/guardian mental health literacy.

Superintendent Mantle presented the Let Grow Project and its potential to reduce anxiety levels in children. The Let Grow Project is a homework assignment that invites students from Kindergarten to Grade 8 to "Go home and do something you've never done on your own before." Students confer with their parents/guardians, and, together, they agree on what the project will be.

Children will feel a sense of pride for having accomplished something new on their own. As they gain more independence, their level of confidence will grow. According to Jonathan Haidt: "*Children who have more opportunities for independent activities are not only happier in the short run, because the activities engender happiness and a sense of competence, but also happier in the long run because independent activities promote the growth of capacities for coping with life's inevitable stressors.*"

Videos were shared about the Let Grow Project from the perspective of educators, parents/guardians, and children. PIC members broke out into three groups to review the following resources, then reported back to the whole group:

Station 1 - The Independence Kit for Kindergarten - 8th Grade

Station 2 - The Independence Inventory for 8th - 12th Grade

Station 3 - The Play Club Guide for Parents

Discussion based on presentation

Parents/guardians provided their feedback on the resources and the Let Grow Project. Members agreed that they wanted to consider the project for possible implementation in Rainbow Schools.

Motion:

“That the topic of the April 15, 2025 PIC meeting be Mental Health (Part 2) and further discussion of the Let Grow Project.”

Moved by: Ashley Vickman, Walden Public School

Seconded by: Kylee MacCormick, C.R. Judd Public School

Carried

6. Communications Report

Nicole Charette, Senior Advisor of Corporate Communications and Strategic Planning, thanked parents/guardians for their patience and understanding during the Board’s **cyber incident** which began on February 7, 2025. She indicated that a priority was to re-open access to the Internet for staff and for students, which was done within a week. She commended Information Services staff for their hard work at restoring services. She indicated that updates have been shared with parents/guardians, including a notification regarding the data that was accessed. Updates are posted on rainbowschools.ca.

Rainbow District School Board will host its **Technological Skills Competition** on Wednesday, February 26th at Cambrian College in Sudbury and Thursday, February 27th at the United Brotherhood of Carpenters and Joiners Local 2486 in Azilda. Some 165 secondary students will test their skills in 2D and 3D character animation, aesthetics, AutoCAD, auto-service technology, baking, cabinetmaking, carpentry, coding, electrical installations, home and team building, heavy duty equipment, horticulture and landscape design, mechanical CAD, photography, prepared speech, small powered engines, tv/video production, welding, workplace safety and VEX robotics.

This year’s elementary competition has doubled in size from last year with over 350 students participating in seven categories, including character animation, construction,

LEGO® Mechanical Engineering, LEGO® Robotics, Technology, TV/ Video Production and Workplace Safety. Students will vie for an opportunity to compete at the Skills Ontario Competition on May 5 and 6, 2025 in Toronto.

The board's **Science Fair** will take place on Tuesday, March 4th. Some 55 projects from students in Grades 7 to 12 will be on display in the Lockerby Composite School gym. The public is welcome to view the projects from 12 pm to 1 pm. An awards ceremony will follow.

A reminder that Friday, March 7th is the deadline for parents/guardians of students with exceptionalities to **provide input into the 2025-2026 Special Education Plan**. The survey link is available on the board's website.

This month, staff and students were challenged to use less electricity.
Next month, schools will explore fisheries, conservation and water awareness.

March Break is around the corner. There will be no school for students from March 7th to and including March 14th.

7. School Announcements

As the time was approaching 9 pm, school announcements were deferred to the next meeting.

Chair Gladu reviewed the upcoming meeting dates and topics.

April 15, 2025: Mental Health (Part 2)

May 13, 2025: Planning for the 2025-2026 school year

She thanked all parents/guardians and staff for attending the meeting.

Adjournment at 9 pm

"That the meeting be adjourned."

Moved by: Kylee MacCormick, C.R. Judd Public School

Seconded by: Ashley Vickman, Walden Public School

Carried

Next meeting:

Tuesday, April 15, 2025

In Person at 408 Wembley Drive and Via Google Meet

Topic: Mental Health (Part 2)

Parent Involvement Committee Meeting Minutes

Tuesday, April 15, 2025 at 7 pm
In Person at 408 Wembley Drive and Via Google Meet

Attendance

Melissa Gladu, Parent, Northeastern Elementary School; Steffany Bourque, Parent, Chelmsford Valley District Composite School; Erin Holloway, Parent, Copper Cliff Public School/Lockerby Composite School; Amy Hallman Gout, Parent, Jean Hanson Public School; Ellen Sears, Parent, R.L. Beattie Public School; Julie Cuss, Parent, R.H. Murray Public School; Binita Bhatia, Parent, MacLeod Public School; Kylee McCormick, Parent, C.R. Judd Public School; Trustee Alex McCauley; Leslie Mantle, Superintendent of Schools; Nicole Charette, Senior Advisor, Corporate Communications and Strategic Planning; Sarah Clarke, Mental Health Lead; and Coleen Eberlein, Elementary Principal representative

Regrets:

Laurie-Ann Leilkalns, Secondary Principal representative

Call to Order: 7 pm

1. Welcome

Chair Melissa Gladu welcomed everyone to the meeting.

2. Self-Introductions

In person and online participants introduced themselves.

3. Approval of Agenda

"That the agenda for the meeting on April 15, 2025 be approved."

There was no quorum to approve the agenda.

The meeting proceeded for information only.

4. Approval of Minutes

"That the minutes of the meeting held on February 25, 2025 be approved."

There was no quorum to approve the minutes.

The motion will be presented at the meeting on May 13, 2025.

5. Presentation: Mental Health (Part 2)

Superintendent Leslie Mantle provided an overview of discussions to date - PPM 128, the Board's new Code of Conduct, and the research from John Haidt's book *The Anxious Generation* about the effects of cell phone use among youth, and Mental Health, with the support of Sarah Clarke, the Rainbow District School Board's Mental Health Lead. The Ministry of Education established 11 requirements to support the mental health and well-being of students in Ontario. One of the requirements involves enhancing family/parent/guardian mental health literacy.

The purpose of this evening's meeting is to further discuss a Parent Involvement Committee project to help children reduce anxiety and build confidence by inviting students, with the support of parents/guardians, to do something they have never done before. When we support children in moving through their anxiety, we support them in avoiding avoidance.

The Thrive project is all about getting students to get out of their comfort zone and do something on their own. The more students do, the more they will be able to do as their confidence grows. Parents/guardians will also experience a sense of pride as students thrive. Even if things do not go as planned, the student will problem solve and become more resilient.

PIC members were challenged to build a Thrive initiative for Grades 4 to 8 to launch in Rainbow Schools at the start of the next school year. What activities do we want parents/guardians to consider to build independence? Committee members agreed that the activities need to be age appropriate, keeping accessibility, safety and students with special needs in mind.

It was suggested that students and parents/guardians build the list of activities together. It was also suggested that we not limit participation to Grades 4 to 8 given that some children are at different levels of development.

The School Council led initiative can be adapted to reflect the families of respective schools. It can be personalized and customized by schools. Every parent/guardian will have their own comfort level.

It was also suggested that teachers mirror the Thrive philosophy at school by having students take on more responsibility. Feedback overall was positive as parents/guardians saw benefits for children and caregivers, fostering deeper connections.

A Thrive graphic presented for the initiative was well received. Some parents asked that the graphic be Thrive Together. Revised artwork will be shared at the May meeting.

Questions were also raised about the roll out of the initiative. A suggestion was made that it be incorporated into a school event sponsored by a Parents Reaching Out (PRO) Grant.

6. Communications Report

Nicole Charette, Senior Advisor of Corporate Communications and Strategic Planning, delivered the following communications report:

As you know, math is a priority in Rainbow Schools. Math is important for many reasons. It promotes critical thinking, problem solving, collaboration and creativity. From budgeting to baking, to the trades and technology, math is essential in all aspects of our lives. A solid foundation in math also opens doors to a wide range of careers.

Resources are available to help your child develop their math skills at home. TVO Mathify offers FREE Online Math Tutoring with Ontario Certified Teachers. Students in Grades 4 to 12 can take advantage of free online help with math. Tutors are available Monday to Friday from 9 am to 9 pm and Sundays from 3 pm to 9 pm.

The website features an interactive whiteboard, full two-way audio chat rooms, is accessible through a phone, tablet or computer, has image upload capabilities and much more. Visit tinyurl.com/tvomathifyregistration to get started.

This spring, students in Grade 3, 6 and 9 will write the EQAO assessments. You may be interested in an EQAO Math Webinar for Parents and Guardians on Tuesday, June 3, 2025 at 12 pm. This will be an opportunity for you to see examples of math questions on EQAO assessments. EQAO staff will share insights to help you support your child in math. Register now: tinyurl.com/eqaomathwebinar

Grade 7 and 8 students in Rainbow Schools will participate in the Math, Science and Technology Olympics on Wednesday, April 16, 2025 at Science North in Sudbury. A team of dedicated teachers from Rainbow District School Board have prepared challenging questions and activities related to Science North exhibits and the curriculum. Winners will be announced at an awards ceremony at 2:30 pm in the Vale Cavern. Parents/guardians and members of the public are welcome to attend.

Local performers will join music students and teachers from Rainbow Schools to celebrate the Joan Mantle Music Trust during a gala Community Concert and Silent Auction on Saturday, April 26, 2025. The concert will begin at 7 pm in the Sheridan Auditorium of Sudbury Secondary School. Tickets are \$25 for adults and \$10 for students. Doors will open at 6:15 pm for the Silent Auction which will be held throughout the evening. All proceeds will support music education in Rainbow Schools. The Concert will feature guest artists Northern Memphis Revival as well as showcase the talent of students and staff in Rainbow Schools. The Joan Mantle Music Trust

Community Award will be presented to Ralph McIntosh. This promises to be a fun night. To learn more, visit rainbowschools.ca.

Rainbow Schools will honour the planet Mother Earth Shkagamikwe for Earth Day on April 22, 2025. Earth Day is an annual event that celebrates environmental achievements and, more importantly, raises awareness about the need to protect natural resources for future generations. Schools will participate in an EcoSummit on Thursday, May 8, 2025.

And there will be many activities in Rainbow Schools during Education Week from May 5 to 9, 2025. A list will be posted on the board website.

Elementary Schools will host Kindergarten Orientation sessions in May.

Six young scientists from Rainbow Schools will represent our community at the Canada-Wide Science Fair in Fredericton from May 31st to June 7th. They will be among hundreds of young scientists showcasing their works of discovery and innovation at the national level.

7. School Announcements

Steffany Bourque of Chelmsford Valley District Composite School said students had an excellent trip to Europe over the March break. Grade 7 and 8 students participated in Free to Be Me. The school's first Lego Robotics Team was recognized at the provincial level. Students are engaged in a variety of sports. The school will host a Fun Fair on June 10th. Special events were held to support the Grade 8 trip and autism awareness. Members of the Knitting Club will visit the Cancer Centre to donate blankets for patients.

Julie Cuss of R.H. Murray Public School said students released trout fry spawned in the school's micro hatchery into lake Panache. An Open House was held to learn more about the hatchery. The school will host a literacy event on June 5th. Students will attend the Tim Hortons Camp.

Kylee McCormick of C.R. Judd Public School highlighted student achievements in sports. Students participated in the Great Gulp. The school hosted a successful family reading event with its PRO grant. A local author attended along with Wahnapiatae First Nations. C.R. Judd is preparing for Kids Biz, an entrepreneur style fair. Classes participated in land based learning at Wahnapiatae First Nations. A talent show will be held June 10th.

Erin Holloway said Copper Cliff Public School students attended the Tim Hortons Camp. A Family Math Challenge was successful. Students participated in Free to Be Me. Lockerby Composite School hosted porketta bingo to raise funds for the graduation.

The format of the refreshed Science Technology Education Program (STEP) has been well received.

Binita Bhatia of MacLeod Public School focused on a number of school events from basketball to the chess club to MacLeod Idol, and a school play in May. A Fun Fair will be held on May 29th. She praised community involvement in the school noting that MacLeod hosts a taco lunch every month with support from a local grocer.

Amy Hallman Gout of Jean Hanson Public School said the School Council contributed to the Principal profile. The school celebrated Autism Awareness Day with a variety of activities. A Sensory Bin Night was well attended. The school will host a spring tea on May 9th. Students visit the Dome at Lasalle monthly. Students will participate in Destination Readiness on April 24th. Jean Hanson is looking ahead at year end trips and graduation.

Melissa Gladu of Northeastern Elementary School shared some highlights at Lo-Ellen Park Secondary School, including Special Olympics and an upcoming pep rally for athletics. She provided an update on renovation plans at Northeastern, including the Life Skills class, cafeteria, a canteen, and new furniture in the foyer. The school participated in the Chess Tournament which was a huge success. She praised staff for finding a niche for every student to be part of their school community.

Chair Melissa Gladu reviewed the final meeting date and topic. She thanked all parents/guardians and staff for joining us and reminded them to bring their ideas for the 2025-2026 School Year to the PIC planning meeting in May.

Adjournment at 9 pm

Next meeting:

Tuesday, May 13, 2025 at 7 pm

In Person at 408 Wembley Drive and Via Google Meet

Topic: Brainstorming for 2025-2026 School Year



CONFEDERATION SECONDARY SCHOOL

BOILER UPGRADE

TENDER # 2025-05

PROJECT AND DETAILS:

Supply all labour, materials and equipment to complete Boiler and Plumbing upgrades at Confederation S.S.

BIDDERS (IN ALPABETICAL ORDER)

Ainsworth Inc.

DMC Electric Limited

Greater City Mechanical

Metal-Air Mechanical Systems Ltd.

Patrick Mechanical Ltd.

AWARDED TO:

TOTAL (EXCLUDING HST)

RATIONALE

Metal-Air Mechanical
Systems Ltd.

\$ 179,980.00

Lowest bid



COPPER CLIFF PUBLIC SCHOOL

WINDOW, ROOF AND FAÇADE REPAIR

TENDER # 2025-10

PROJECT AND DETAILS:

Supply all labour, materials and equipment to complete window, roof and façade repairs at Copper Cliff Public School.

BIDDERS (IN ALPABETICAL ORDER)

B.A. Construction & Restoration Inc.

Damisona Roofing Ltd.

Nu-Style Construction Co. (1988) Limited

AWARDED TO:	TOTAL (EXCLUDING HST)	RATIONALE
Damisona Roofing Ltd.	\$ 796,772.00	Lowest bid