

The Protestant Separate School Board of the Town of Penetanguishene

Minutes of the March 4, 2024 Regular Meeting of the Board

The March 4, 2024 Regular Meeting of the Board was held at the Board Office.

A. The Chair called the meeting to order at 6:01 p.m., opened with the Land Acknowledgement and a prayer, and moved to roll call.

(1) Roll Call

Attended In-Person: Chair Lynne Cousens, Vice-Chair Cathie Sindall, Trustees Greg Craftchick, Kyle Graham, April LeBlanc, Lindsay Stewart

Staff: Supervisory Officer Tim Overholt, Manager of Finance and Treasurer Sean Turner, Administrative Assistant Deanna Van Rooyen

Absent: Trustee Elizabeth (Beth) Desrochers

(2) Approval of Agenda

The agenda was approved with the following motion:

Moved by	Kyle Graham
Seconded by	April LeBlanc

That the agenda be approved.

Carried

(3) Approval of Minutes

(i) Regular Meeting of the Board held February 12, 2024

The above minutes were approved with the following motion:

Moved by	Greg Craftchick
Seconded by	Lindsay Stewart

That the minutes of the February 12, 2024 Regular Meeting of the Board be approved.

Carried

(4) Declaration of Possible Conflicts of Interest

No conflicts of interest were declared.

B. Delegations/Presentations: No delegations or presentations.

C. Action Items

(1) Business Arising from Previous Meeting:

No business arising from previous meeting.

(2) Human Resources/Communications

(i) MOTION – Board Report No. 2024-04 Out of Classroom Overnight Field Trip Approval

The Supervisory Officer (SO) reviewed the Out of Classroom Overnight Field Trip request to Camp Kitchikewana with Trustees. The planned outdoor camp experience encompasses numerous activities that will allow students to meet many curriculum expectations. Burkevale staff submitted a plan for grade 4, 5 & 6 students to attend the camp from June 17-19, 2024. Some of the planned activities include archery, canoeing, hiking and land-based cultural games. Students will complete the required swim test prior to attending the camp, supervision ratio is set at 10:1, and all students with medical conditions attending the camp will have accommodations and plans created prior to the trip. Fundraising will be used to offset the total cost of the trip. After fundraising, the total cost will be approximately \$250 per student.

The field trip request was approved with the following motion:

Moved by Cathie Sindall
Seconded by April LeBlanc

1. That Report No. 2024-04 dated March 4, 2024; Out of Classroom Overnight Field Trip Approval, be received;
2. That the Overnight Field Trip to Camp Kitchikewana for the grade 4,5 & 6 students be approved.

Carried

(3) Committee Reports

(i) Finance:

All relevant financial documents were sent via email to Trustees prior to the Board Meeting. The Budget Performance Report will be sent out once complete via email, and a hard copy will be provided for all Trustees in next month's Board package. The next quarterly-scheduled finance meeting will be held on March 7, 2024.

(i.iv) MOTION – Accounts Payable February 2024

The Accounts Payable Reports were approved with the following motion:

Moved by Kyle Graham
Seconded by Cathie Sindall

That the Accounts Payable report, totaling \$450,741.48 for February 2024 be accepted as presented.

Carried

- (ii) Health & Safety: No report.
- (iii) Parent Involvement: No report.

(iv) Policy:

(iv.i) INFORMATION – Policy Committee Minutes – February 20, 2024

On February 20, 2024 the policy committee met and discussed minor changes to policy D-5 and D-25. An annual review was conducted of A3a Workplace Violence and Harassment Prevention. The Policy Chair noted that, based on discussion at the Board meeting on February 12, 2024, a Naloxone policy will be worked on and will come to Board once completed.

(iv.ii) All policies were sent out and discussed prior to the Board meeting and changes were approved with the following motion:

Moved by Cathie Sindall
Seconded by April LeBlanc

That the Board approve the following policies:

- (i) D-5 Fundraising
- (ii) D-25 Copyright
- (iii) A-3a Workplace Violence and Harassment Prevention

Carried

(v) Property: No report.

(vi) Special Education Advisory Committee (SEAC): No report.

(vii) Transportation: No report.

(4) Staff Reports

(i) MOTION – Board Report No. 2024-05 Math Action Plan Update

The Supervisory Officer gave a mid-year update on the 2023-2024 Math Action Plan; details provided by Board Math Lead, Kris Knutson.

The Board Math Lead and School Administration examined the strengths and needs of students and teachers, and devised a plan that primarily focused on the numbers strand. A number of classroom and school strategies were developed and implemented along with funding support from the Board. The primary focus was small group sizes with fractions, and division in grades 3 and 6. Initial assessments were created and administered and will continue to take place to monitor progress, and reports will be sent to the Ministry of Education three times throughout the year.

The grade 3 and 6 Teachers attended a half day of Professional Development in February on the High Impact Instructional Strategy in Mathematics of Problem Solving. The second Math Action Plan was discussed by Trustees, and Board Report No. 2024-05 was approved with the following motion:

Moved by Greg Craftchick
Seconded by Kyle Graham

1. That Report No. 2024-05, dated March 4, 2024, Math Action Plan Update, be received as information.

Carried

- (ii) INFORMATION – March Principal’s Newsletter
- (iii) INFORMATION – March Principal’s Report

D. Correspondence and Information Items

- (i) INFORMATION – Springwater News Article (Ontario Building New School in Oro-Medonte)

The news article was distributed to all Trustees for their records at the meeting and discussion occurred.

The Board retired to the In-Camera Session with the following motion:

Moved by **Greg Craftchick**
Seconded by **Kyle Graham**

That the Board retire to the In-Camera Session at 6:29 p.m.

Carried

IN-CAMERA SESSION

E. Motions and Information Adopted In-Camera

No motions or information adopted In-Camera.

F. New Business

G. Date of Next Meeting: April 8, 2024

H. Adjournment

The meeting was adjourned with the following motion:

Moved by **Greg Craftchick**

That the meeting adjourn at 6:37 p.m.

Carried

Lynne Cousens, Chair

Tim Overholt, Supervisory Officer