

The Protestant Separate School Board of the Town of Penetanguishene

Minutes of the September 14, 2026 Regular Meeting of the Board

The September 14, 2026 Regular Meeting of the Board was held at the Board Office.

A. The Chair called the meeting to order at 6:00 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 Elizabeth (Beth) DesRochers, 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 Greg Craftchick

(2) Approval of Agenda

The agenda was approved with the following motion:

Moved by	Lindsay Stewart
Seconded by	Beth DesRochers

That the agenda be approved.

Carried

(3) Approval of Minutes

(i) Regular Meeting of the Board held June 8, 2026

The above minutes were approved with the following motion:

Moved by	Kyle Graham
Seconded by	Cathie Sindall

That the minutes of the June 8, 2026 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 – REPORT NO. 2026-20 School Opening

The Supervisory Officer reviewed current enrolment at the school. 383 students were enrolled as of September 14, 2026, 59 new registrations, 33 junior kindergartens, 4 senior kindergartens and 22 new registrations from Grade 1-8.

The 2026/2027 staffing was reviewed, along with new Ministry initiatives that include the kindergarten curriculum, student and family support offices, classroom supplies fund for Teachers and a digital learning platform through Nelson Education. The fifth year of the strategic plan was reviewed, along with the focus on the new school build.

Board Report No. 2026-20 was received and approved with the following motion:

Moved by Beth DesRochers
Seconded by Cathie Sindall

1. That Report No. 2026-20, dated September 14, 2026, School Opening, be received as information.

Carried

(3) Committee Reports

(i) Finance:

All relevant financial documents were sent via email over the summer months to Trustees. The August Budget Performance report will be sent out as soon as possible once the remaining end of year journal adjustments are finalized.

(i.i) MOTION – Budget Performance Report as at May 31, 2026, June 30, 2026 and July 31, 2026

The Budget Performance Reports were approved with the following motion:

Moved by Kyle Graham
Seconded by Cathie Sindall

That the Budget Performance Reports as at May 31, June 30, and July 31, 2026 be accepted as presented.

Carried

(i.ii) MOTION – Accounts Payable June, July and August 2026

The Accounts Payable Report was approved with the following motion:

Moved by Kyle Graham
Seconded by Cathie Sindall

That the Accounts Payable report, totaling \$581,957.62 for June 2026, \$492,590.10 for July 2026, and \$2,024,994.01 for August 2026 be accepted as presented.

Carried

(i.iii) MOTION – Finance Committee Meeting Minutes – September 1, 2026

The Finance Committee Chair reviewed the latest Minutes with Trustees.

(i.iv) MOTION – Board Report No. 2026-21 Board Office Lease (8-year extension 2027-2034)

The Manager of Finance and Treasurer (MOF) provided an overview of the negotiations that commenced June 29, 2026 with the Village Square Mall (VSM) RE: the Board Office Lease that expires December 31, 2026.

ST reviewed comparables in the Town of Penetanguishene and provided a spreadsheet to the Trustees that reviews the costs since 2017. After negotiations, the MOF was able to lock in the following rates from 2027-2034: 2027 - \$12.50/sqft, 2028 - \$12.50/sqft, 2029 - \$13.50/sqft, 2030 - \$13.50/sqft, 2031 - \$14.00/sqft, 2032 - \$14.00/sqft, 2033 - \$15.00/sqft, 2034 - \$15.00/sqft. This negotiated contract helps to keep the rate down for five years, and avoids the very large jump in percentage that was originally proposed by the VSM.

The MOF will also work the Village Square Mall to receive an exemption from the property taxes currently being charged by mall administration. Discussion occurred.

The Board Report No. 2026-21 Board Office Lease (8-year extension 2027-2034) was approved with the following motion:

Moved by **Kyle Graham**
Seconded by **Cathie Sindall**

1. That Report No. 2026-21, Board Office Lease (8-year extension 2027-2034) be received;
2. That the Board approve the lease extension for the years 2027-2034, as recommended by the Finance Committee.

Carried

Trustee April Leblanc abstained from voting.

(i.v) MOTION – 2026-2027 Budget and Estimate Forms

Copies of the budget and estimate forms were sent via email to all Trustees, and extra copies were dispersed at the Board meeting. The budget and estimate forms were thoroughly reviewed by the Finance Committee on September 1, 2026.

The Manager of Finance and Treasurer (MOF) provided a high-level overview of the budget, which was based on 373 students. The pupil amount will be adjusted accordingly at the count dates on October 31, 2026 and March 31, 2027.

The total accumulated surplus was discussed and the MOF welcomed questions. The Trustees and Board Chair thanked the MOF for his diligence and hard work each year drafting the budget.

The 2026-2027 Budget and Estimate forms were approved with the following motion:

Moved by **Kyle Graham**
Seconded by **Cathie Sindall**

That the Board approve the 2026-2027 Budget and Estimate Forms, as recommended by the Finance Committee.

Carried

- (ii) Health & Safety: No report.
- (iii) Parent Involvement: No report; meetings are to be set for the 2026/2027 school year.
- (iv) Policy:

(iv.i) INFORMATION – Policy Committee Meeting Minutes – June 16, 2026

(iv.ii) INFORMATION – Policy Committee Meeting Minutes – July 15, 2026

(iv.iii) ELECTRONIC MOTION – Responsible Use of Technology Appendices D49A/D49B

Policies that were reviewed in June will be brought forward to the October 5, 2026 Board meeting for approval.

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

The next meeting will be held October 26, 2026.

- (vii) Transportation:

The Transportation Chair updated Trustees on the four busses in operation for the 2026/2027 school year and the increased safety measures.

- (viii) New Build: No report.

(4) Staff Reports

- (i) INFORMATION – September Principal's Newsletter
- (ii) INFORMATION – September Principal's Report

D. Correspondence and Information Items

- (i) INFORMATION – 2026-2027 Committee Meetings Schedule
- (ii) INFORMATION – 2026-2027 Board Meeting Schedule
- (iii) INFORMATION – Staff Organization 2026-2027
- (iv) INFORMATION – Midlandtoday.ca Article – August 28, 2026

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

Moved by **Beth DesRochers**
Seconded by **April LeBlanc**

That the Board retire to the In-Camera Session at 6:52 p.m.

Carried

IN-CAMERA SESSION

E. Motions and Information Adopted In-Camera

No motions or information were adopted In-Camera.

F. New Business

Board Chair Lynne Cousens congratulated Trustees on being acclaimed for the 2026-2030 election cycle.

G. Date of Next Meeting: October 5, 2026

H. Adjournment

The meeting was adjourned with the following motion:

Moved by Beth DesRochers

That the meeting adjourn at 7:36 p.m.

Carried

Lynne Cousens, Chair

Tim Overholt, Supervisory Officer