



## BOARD PUBLIC MINUTES

**Monday, June 26, 2023, 7:00 pm**  
**Board Room**  
**Administration Building**  
**133 Greenbank Road**  
**Ottawa, Ontario**

- Trustees: Alysha Aziz (electronic communication), Justine Bell, Donna Blackburn, Donna Dickson, Lyra Evans, Nili Kaplan-Myrth, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, Lynn Scott, Antong Hou (Student Trustee)
- Staff: Michele Giroux (Director of Education), Brett Reynolds (Associate Director of Education), Janice McCoy (Executive Officer, Corporate Services), Richard Sinclair (General Counsel), Mary Jane Farrish (Superintendent of Instruction), Peter Symmonds (Superintendent of Learning Support Services), Prince Duah (Superintendent of Instruction), Shawn Lehman (Superintendent of Instruction), Reg Lavergne (Superintendent of Instruction), Amy Hannah (Superintendent of Instruction), James Proulx (Executive Officer of Information Technology and Digital Transformation), Prince Duah (Superintendent of Instruction), Kate Stoudt (Principal, Learning Support Services), Pam LeMaistre (General Manager of People, Culture and Leadership), Diane Pernari (General Manager of Communications and Information Services), Julie Cyr (General Manager of Early Learning), Daniel Bradley (General Manager of School Facilities Services), Nicole Guthrie (General Manager of Board Services), Michael Guilbault (Central Audio/Visual Technical Specialist), Sue Baker (Recording).

1. Call to Order -- Chair of the Board  
Chair Lyra Evans called the public meeting to order at 7:24 p.m.
2. Acknowledgement of Territorial Lands  
Chair Lyra Evans acknowledged that the meeting is taking place on unceded Algonquin Homelands and thanked the Algonquin Nations for hosting the meeting on their land.
3. Declarations of Interest  
No declarations of interest were filed.

4. Report from the Committee of the Whole (In Camera)

Vice-Chair Bell reported that the Committee of the Whole met in camera earlier this evening and reports and recommends as follows:

**Moved by: Matthew Lee**  
**Seconded by: Justine Bell**

**THAT staff proceed as directed in Board in Camera with respect to a Human Resources matter.**

**For (9): Alysha Aziz, Justine Bell, Donna Blackburn, Donna Dickson, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, and Lynn Scott**

**Against: (2): Lyra Evans, Nili Kaplan-Myrth**

**Carried (9 to 2)**

**Moved by: Matthew Lee**  
**Seconded by: Justine Bell**

**THAT staff proceed as directed in Board in Camera with respect to a Human Resources matter.**

**For (9): Alysha Aziz, Justine Bell, Donna Blackburn, Donna Dickson, Lyra Evans, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, and Lynn Scott**

**Against: (1): Nili Kaplan-Myrth,**

**Abstain: (1): Justine Bell**

**Carried (9 to 1)**

5. Approval of the Agenda

**Moved by Trustee Dickson, seconded by Trustee Presley,**

**THAT the agenda be approved.**

**Carried**

6. Presentation to the Director, Michele Giroux

Chair Lyra Evans, on behalf of the Board, expressed appreciation and gratitude to Director Giroux for taking on the role of Director of Education. She noted that Director Giroux's leadership was rooted in a promise to ensure continuity, stability and credibility and navigated the Board through some challenging conversations

and decisions. Chair Lyra Evans thanked Director Giroux for her commitment to the students and staff of the Ottawa Carleton District School Board (OCDSB).

7. Student Trustee Annual Report

Student Trustee Antong Hou presented the student trustee annual report for 2022-2023. The report provided an update on the the initiatives undertaken by the student trustees including, Student Senate restructuring, consultation and creation of an identity-based student support coordinator position, participation at a principal's professional development day, and student engagement through social media. Student Trustee Hou thanked the Board and staff for their support and enabling their work.

8. Presentation to Student Trustees for 2022-2023

8.1. Tabarak Al-Delaimi

Chair Lyra Evans expressed appreciation to Student Trustee Tabarak Al-Delaimi, a senior at Sir Wilfrid Laurier Secondary School, for her work during the 2022-2023 school year. She noted that Student Trustee Al-Delaimi has worked quietly and passionately to support her fellow students locally and at the provincial table serving on the executive with the Ontario Student Trustees' Association (OSTA-AECO). Her care and concern for students of all ages was evidenced in her words and actions at the Board table. Chair Lyra Evans wished her success as she continues in her studies next year.

8.2. Antong Hou

Chair Lyra Evans expressed appreciation to Student Trustee Antong Hou, a senior from West Carleton High School, who has been a constant and vocal champion of student voice. Through his diligent efforts, he helped rewrite policy which will see a doubling of student trustees District wide for the 2023-2024 school year. He also contributed provincially, serving on the executive with Ontario Student Trustees' Association (OSTA-AECO). Chair Lyra Evans wished Student Trustee Hou success as he continues to pursue his passions and furthers his learning in post-secondary endeavors.

9. Presentation of Jack A. MacDonald Certificate of Recognition to Gavin Hickey

Chair Lyra Evans presented a certificate of recognition from the Ontario Public School Boards' Association (OPSBA) to Gavin Hickey. Gavin, a student at Sir Wilfrid Laurier Secondary School, was nominated for the Jack A. MacDonald Award of Merit by his teacher Erin MacKinnon. She noted that Gavin is an exceptional student and throughout his time at Sir Wilfrid Laurier he has ably combined academic excellence with a passion and commitment to sports and community service. An Honour Roll student in each year of high school, Gavin also won subject awards for top marks in Mathematics and Health & Physical

Education. Outside the classroom, Gavin is Co-President of the Sir Wilfrid Laurier Student Council and an inspiring leader of many student activities. Gavin is also a passionate Lancer having been a member of many athletic teams including basketball, cross country, soccer, volleyball, ultimate frisbee and track and field. When not at school, Gavin has competed in elite level basketball throughout all his school years with the Gloucester-Cumberland Basketball Association Wolverines and Ottawa Phoenix. He also volunteers for these organizations, as well as working as a counsellor at Ottawa's "Above the Rim" basketball camp. Gavin's qualities were recognized by OPSBA and the judging committee wished to ensure his contributions to his school and community were recognized.

10. Advisory Committee Presentation

10.1. Indigenous Education Council (IEC)

The presentation was postponed to a later date.

11. Briefing from the Chair of the Board

During the briefing from the Chair of the Board, the following information was provided:

- Congratulations were extended to the nominees and winners of the OCDSB Student Recognition Awards and the Excellence in Equity Award;
- Congratulations were extended to the graduating class of 2023, their parents and caregivers, and the educators and staff who supported them. The Board is proud of what these students have been able to accomplish through a high school experience like no other;
- Several trustees and staff members attended the annual Wabano Spirit Gala to celebrate National Indigenous People's Day and raise funds for Wabano's essential services; and
- Best wishes were extended to all Muslim families who are celebrating Eid al-Adha this week.

12. Briefing from the Director

During the Briefing from the Director of the Board, the following information was provided:

- The last day of school is 27 June 2023 for secondary students, and 29 June 2023 for elementary students. Report cards will be sent by email to parents, guardians, and students in grades 7-12. Elementary report cards will be sent on 28 June 2023 and secondary report cards will be sent on 6 July 2023;
- The OCDSB mental health team is hosting a workshop series over the summer for students. The six-part series is called "From stressed out to chilled out" and it is intended to help students in grades 7 to 9 develop strategies to manage stress;

- Expressions of interest are welcome in the Skilled Trades and Technology diploma program at the Ottawa Technical Secondary School and Sir Guy Carleton Secondary School for students in grades 8 to 12;
- The OCDSB has been invited to lead the Ottawa pride parade this upcoming August. Members of the community are encouraged to join students, staff and families in this annual parade on 27 August 2023;
- Director Giroux thanked all trustees, student trustees, staff, and community members across the OCDSB for their tireless efforts to support students. She also thanked all students and families for their work in building an inclusive and caring community. While there are many staff members who work through July and August, Director Giroux expressed the hope that everyone has the opportunity to rest and relax this summer; and
- Director Giroux expressed appreciation to the Board of Trustees and senior team for their support, and noted that she will return to Corporate Services when the new Director of Education Pino Buffone arrives.

13. Delegations (oral)

13.1. Cameron Ketchum and Stephanie Pieri, re Fundraising to Replace Playground Infrastructure

On behalf of the Parent Council at W.E. Gowling Public School, Cameron Ketchum highlighted concerns around the removal of the school's playground infrastructure, including the reliance on community fundraising for a replacement, the absence of Board strategies for replacements, the District's limited capacity to support parent council leadership, and its resistance to exploring options for substantive in-kind community contributions.

In response to a query with respect to in-kind contributions, Mr. Ketchum noted that contributions could include professional services such as grant writing or trades expertise.

Director Giroux advised that staff would provide a memo to trustees with respect to the installation, removal, and replacement of playground equipment and how school councils can provide assistance.

14. Delegations (written)

14.1. Courtney Fontaine, re Concerns with OSTA's Transportation Funding Formula

Courtney Fontaine provided a written delegation expressing concern about the Ottawa Student Transportation Authority's (OSTA) ability to maintain van transportation services for students with special needs as a

result of the Ministry's transportation funding formula reduction of \$6.5 million.

15. Confirmation of Board Minutes

15.1. 30 May 2023

**Moved by Trustee Presley, seconded by Trustee Blackburn,  
THAT the Board report, dated 30 May 2023, be confirmed.**

**Carried**

15.2. 12 June 2023, Special Board

**Moved by Trustee Presley, seconded by Trustee Blackburn,  
THAT the Special Board report, dated 12 June 2023, be confirmed.**

**Carried**

15.3. 12 June 2023, Special Board

**Moved by Trustee Presley, seconded by Trustee Blackburn,  
THAT the Special Board report, dated 12 June 2023, be confirmed.**

**Carried**

16. Business Arising from Board Minutes

There was no business arising from the Board minutes.

17. Matters for Action

17.1. Receipt of Committee of the Whole Report

a. 13 June 2023

**Moved by Trustee Bell, seconded by Trustee Presley,**

**THAT the Committee of the Whole report, dated 13 June 2023,  
be received.**

**Carried**

a. Approval of the Special Education Plan 2022-2023

**Moved by: Trustee Scott  
Seconded by: Trustee Bell**

- A. THAT the 2022-2023 Special Education Plan, attached as Appendix A of Report 23-045, be approved (Attached as Appendix A); and
- B. THAT the 2022-2023 Special Education Report, attached as Appendix B of Report 23-045, be approved (Attached as Appendix B).

**For (11): Alysha Aziz, Justine Bell, Donna Blackburn, Donna Dickson, Lyra Evans, Nili Kaplan-Myrth, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, and Lynn Scott**

**Carried (11 to 0)**

- b. Approval of the 2023-2027 Strategic Plan

**Moved by: Trustee Aziz  
Seconded by: Trustee Bell**

**THAT the Strategic Plan 2023-2027, attached as Appendix A of Report 23-051, be approved (Attached as Appendix C).**

**For (11): Alysha Aziz, Justine Bell, Donna Blackburn, Donna Dickson, Lyra Evans, Nili Kaplan-Myrth, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, and Lynn Scott**

**Carried (11 to 0)**

- c. Approval of Naming of the New Elementary School in Half Moon Bay

**Moved by: Trustee Blackburn  
Seconded by: Trustee Bell**

**THAT the new Half Moon Bay elementary school located in Ottawa at 989 Kilbirnie in Barrhaven, be named Wazonon Public School, effective September 2023.**

**For (11): Alysha Aziz, Justine Bell, Donna Blackburn, Donna Dickson, Lyra Evans, Nili Kaplan-Myrth, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, and Lynn Scott**

**Carried (11 to 0)**

17.2. Receipt of Committee of the Whole Budget Reports

- a. Committee of the Whole Budget, 23 May 2023

**Moved by Trustee Blackburn, seconded by Trustee Dickson,**

**THAT the Committee of the Whole Budget report, dated 23 May 2023, be received.**

**Carried**

- b. Committee of the Whole Budget, 31 May 2023

**Moved by Trustee Blackburn, seconded by Trustee Nash,**

**THAT the Committee of the Whole Budget report, dated 31 May 2023, be received.**

**Carried**

- c. Committee of the Whole Budget, 6 June 2023

**Moved by Trustee Blackburn, seconded by Trustee Dickson,**

**THAT the Committee of the Whole Budget report, dated 6 June 2023, be received.**

**Carried**

- d. Committee of the Whole Budget, 12 June 2023

**Moved by Trustee Blackburn, seconded by Trustee Lee,**

**THAT the Committee of the Whole Budget report, dated 12 June 2023, be received.**

**Carried**

17.3. Receipt of Ad Hoc Policy Review Committee Report

- a. 31 May 2023

**Moved by Trustee Milburn, seconded by Trustee Kaplan-Myrth,**

**THAT the Ad Hoc Policy Review Committee Report, dated 31 May 2023, be received.**



**Carried**

- a. Rescission of Policy P.111.GOV Advisory Committee for Extended Day and Child Care Programs

**Moved by: Trustee Scott**  
**Seconded by: Trustee Presley**

- A. **THAT the Advisory Committee for Extended Day and Child Care Programs be stood down; and**  
B. **THAT Policy P.111 GOV: Advisory Committee for Extended Day and Child Care Programs be rescinded.**

**For (10): Alysha Aziz, Justine Bell, Donna Blackburn, Lyra Evans, Nili Kaplan-Myrth, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, and Lynn Scott**

**Abstain (1): Donna Dickson,**

**Carried (10 to 0)**

In response to a query from Trustee Blackburn, Director Giroux advised that this policy was approved by a previous Board of Trustees.

17.4. Receipt of Ad Hoc Board and Director Evaluation Committee Reports

- a. 30 May 2023

**Moved by Trustee Presley, seconded by Trustee Aziz,**

**THAT the Ad Hoc Board and Director Evaluation Committee Report, dated 30 May 2023, be received.**

**Carried**

- a. Approval of Questionnaire and Process for the 2022-2023 Board Self Evaluation

**Moved by: Trustee Aziz**  
**Seconded by: Trustee Presley**

- A. **THAT the Board proceed with the Board evaluation for the 2022-2023 school year as**

outlined in Report 23-046, including the proposed self-evaluation questionnaire, as amended (Attached as Appendix D); and

- B. THAT the comprehensive evaluation of the Board be undertaken in the spring of 2024.

For (11): Alysha Aziz, Justine Bell, Donna Blackburn, Donna Dickson, Lyra Evans, Nili Kaplan-Myrth, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, and Lynn Scott

Carried (11 to 0)

- b. 21 June 2023

Moved by Trustee Presley, seconded by Trustee Aziz,

THAT the Ad Hoc Board and Director Evaluation Committee Report, dated 21 June 2023, be received.

Carried

- a. Approval of Director Job Description and Performance Assessment Guide to be used for the 2023-2024 Evaluation

Moved by: Trustee Aziz  
Seconded by: Trustee Dickson

THAT the Director of Education job description and Performance Assessment Guide attached as Appendix B to Report 23-056 be approved, as amended (Attached as Appendix E).

For (11): Alysha Aziz, Justine Bell, Donna Blackburn, Donna Dickson, Lyra Evans, Nili Kaplan-Myrth, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, and Lynn Scott

Carried (11 to 0)

17.5. Receipt of Advocacy Strategy Committee Reports

- a. 19 June 2023

Moved by Trustee Bell, seconded by Trustee Presley,

**THAT the Advocacy Strategy Committee Report, dated 19 June 2023, be received.**

**Carried**

a. Approval of Terms of Reference

**Moved by: Trustee Presley  
Seconded by: Trustee Dickson**

**THAT the Terms of Reference for the Advocacy Strategy Committee be approved.**

**For (11): Alysha Aziz, Justine Bell, Donna Blackburn, Donna Dickson, Lyra Evans, Nili Kaplan-Myrth, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, and Lynn Scott**

**Carried (11 to 0)**

17.6. Report 23-055 Approval for the Chair and Director to Approve Contracts for the Summer Period (R. Gerrior)

The Board had before it Report 23-055, seeking approval for the Chair and Director to approve contracts for the summer period. Director Giroux advised that it is customary to ask the Board for this approval to temporarily increase the signing authority limits of \$500,000 to \$3,500,000 for specific contracts. She added that staff will refer Policy P.007.FIN, Signing Authority and Spending Controls to the Policy Review Committee to update the spending limits in the Fall of 2023.

**Moved by: Trustee Scott  
Seconded by: Trustee Blackburn**

**THAT, notwithstanding the provisions of P.007.FIN, Signing Authority and Spending Controls policy, the Chair (or designate) and Director (or designate) be given authority to award necessary contracts above the regular spending signing authority limits of \$500,000, up to a limit of \$3,500,000 per contract without prior Board approval, for the 1 July 2023 to 15 September 2023 period subject to the following conditions:**

- I. The Associate Director, Business Operations or designate will certify that the appropriate procurement policies have been followed and the amounts have been approved in the budget; and**

- II. **That staff will inform the Board in October 2023 of any contracts awarded under this temporary authority that are exceptional in nature and not part of the planned activities of the FRP/SCI or Minor Tangible Capital Activities programs.**

**For (11): Alysha Aziz, Justine Bell, Donna Blackburn, Donna Dickson, Nili Kaplan-Myrth, Matthew Lee, Cathryne Milburn, Suzanne Nash, Amanda Presley, and Lynn Scott**

**Abstain (1): Lyra Evans,**

**Carried (10 to 0)**

17.7. Receipt of Annual Reports from Advisory Committees

- a. Advisory Committee on Equity

**Moved by Trustee Presley, seconded by Trustee Kaplan-Myrth,**

**THAT the Annual 2022-2023 Report from the Advisory Committee on Equity be received.**

**Carried**

- b. Alternative Schools Advisory Committee

**Moved by Trustee Presley, seconded by Trustee Kaplan-Myrth,**

**THAT the Annual 2022-2023 Report from the Alternative Schools Advisory Committee be received.**

**Carried**

- c. Parent Involvement Committee

**Moved by Trustee Presley, seconded by Trustee Kaplan-Myrth,**

**THAT the Annual 2022-2023 Report from the Parent Involvement Committee be received.**

**Carried**

Trustee Nash requested that the membership of the Parent Involvement Committee listed in the report be updated.

18. Matters for Discussion

- 18.1 Report from OPSBA Representatives (if required)

There was no report from the OPSBA representatives.

20. Matters for Information

There were no matters for information.

21. New Business -- Information and Inquiries

Trustee Kaplan-Myrth queried whether a letter had been written to the Ontario Public School Boards' Association (OPSBA) to advocate that hate-based protests should not be permitted on or near school property. Director Giroux advised that this work is expected to be completed before the summer break.

Trustee Kaplan-Myrth inquired about the status of antisemitic graffiti on Manor Park Public School. Associate Director Reynolds advised that the graffiti was discovered early in the day, reported to police, and immediately removed. It is unknown who was responsible for the graffiti.

Trustee Blackburn inquired about the status of the Protocol for Police Involvement in the Schools of Ottawa. Director Giroux advised that the Protocol was signed by the four area school boards and may now require updating to reflect the cancellation of the School Resource Officer (SRO) program. She noted that she has had preliminary discussions with Ottawa Police Services (OPS) and the Ottawa Police Association. Associate Director Reynolds and Superintendent Lehman advised that work is currently underway to update the Protocol and is expected to be completed in the next three to four months. It is unknown whether the Youth Intervention/Diversion Unit referred to on page 27 of the Protocol continues to operate in the same manner, and the OPS is currently working on new youth strategies.

Trustee Blackburn expressed appreciation to the OPS for their assistance at 133 Greenbank Road over the past year to ensure the safety of trustees and staff.

Trustee Scott noted that police response to non-emergency situations in schools has occasionally been significantly delayed, requiring administrators to remain at their schools after hours. For mandatory and non-mandatory situations requiring police response, schools have the option of reporting online or by telephone.

Trustee Kaplan-Myrth inquired whether air quality is monitored in schools. Director Giroux advised that information on ventilation and indoor air quality is available on the District's website. She added that significant work was undertaken since the beginning of the pandemic to improve indoor air quality. Director Giroux agreed to follow up on the frequency of reporting on air quality.

22. Adjournment

The meeting adjourned at 8:26 p.m.

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Lyra Evans, Chair of the Board