



Meeting of the Board

Tuesday, April 15, 2025, at 6:15 p.m.
Schumacher Board Office and Microsoft Teams Meeting

AGENDA

Item	Topic	Presenter	Page
1.0	Call to Order		
	Motion: THAT the Board reconvene in regular session		
1.1	Territorial Acknowledgement		
1.2	Quorum		
	Motion: THAT the Board approve the absence of the following Trustees from the April 15, 2025, meeting of the Board:		
1.3	Approval of the Agenda		
	Motion: THAT the Board approve the agenda for the Meeting of the Board dated April 15, 2025		
1.4	Declaration of Conflict of Interest		
2.0	Consent Agenda		
2.1	Minutes of the Meeting of the Board held April 1, 2025		3
2.2	Minutes of the Strategic Planning Committee Meeting held April 1, 2025		7
2.3	Minutes of the Human Resources Committee Meeting held April 1, 2025		9
2.4	Policy & Procedure 1.2.6 – Principal and Vice-Principal Transfer		11
2.5	Policy & Procedure 1.2.13 – Criminal Background Check		14
2.6	Policy 2.1.45 – Community Involvement		23
2.7	Cash Disbursement Report: February and March 2025		24
	Motion: THAT the Board approve the consent agenda as follows:		
	Consent Agenda Items for approval:		
	2.1 Minutes of the Meeting of the Board held April 1, 2025		
	2.2 Minutes of the Strategic Planning Committee Meeting held April 1, 2025		
	2.3 Minutes of the Human Resources Committee Meeting held April 1, 2025		
	2.6 Policy 2.1.45 – Community Involvement		
	2.7 Cash Disbursement Report: February and March 2025		
	Consent Agenda Items for receipt:		
	2.4 Policy & Procedure 1.2.6 – Principal and Vice-Principal Transfer		
	2.5 Policy & Procedure 1.2.13 – Criminal Background Check		
3.0	Reports		
3.1	Student Trustee Report	Student Trustees	
	Motion: THAT the Board receive the Student Trustee Report		
4.0	Monitoring		
4.1	2024-2025 Strategic Plan Monitoring	Administrative Council Communications Manager Denis	26
	Motion: THAT the Board receive the Strategic Plan Monitoring Presentation		
5.0	Other Business		
5.1	2025-2026 Board Meeting Calendar		50
	Motion: THAT the Board approve the 2025-2026 Board Meeting Calendar		
5.2	2025-2026 Preliminary Staffing		
	Motion: THAT the Board approve the 2025-2026 Preliminary Staffing of 296.9 FTE for Elementary and 211.47 FTE for Secondary.		

5.3	2025-2026 Principal and Vice-Principal Transfer and Placements	
	Motion: THAT the Board receive the 2025-2026 Principal and Vice-Principal Transfer and Placements	
6.0	Items for Future Meetings	
6.1	May: Special Education Presentation	
6.2	June: Student Achievement Presentation	
6.3	June: Technology Trailer	
7.0	Adjournment	
	Motion: THAT we do now adjourn	



Meeting of the Board

Tuesday, April 1, 2025, at 6:15 pm
Schumacher Board Office and Microsoft Teams

MINUTES

TRUSTEES PRESENT

Howard Archibald
Bob Brush
Jonathan Byer, Vice-Chair
Dennis Draves
Crystal Hewey
Steve Meunier
Brian Peever
Rosemary Pochopsky
Cindy Pye-Reasbeck, Chair
Doug Walsh
Larry Wiwchar

EXCUSED TRUSTEE ABSENCES

NIL

STUDENT TRUSTEES PRESENT

Alexandra Gauthier
Aiesha Hindle

STUDENT TRUSTEES ABSENT

NIL

ADMINISTRATION PRESENT

Lesleigh Dye	Director of Education
Lisa Edwards	Superintendent of Business/Finance and Treasurer
Al McLean	Superintendent of Education and Human Resources
Chad Mowbray	Superintendent of Education
Steven Pladzyk	Superintendent of Education

RECORDING SECRETARY

Melanie Demers	Executive Assistant to the Director of Education Lesleigh Dye
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STAFF PRESENT

Melanie Demers	Executive Assistant to the Director of Education, Lesleigh Dye
Andréanne Denis	Communications Manager
Larry Souliere	Information Services Coordinator



CALL TO ORDER

The Regular Session meeting was called to order at 6:21 p.m. by Chair Pye-Reasbeck

9175-25 POCHOPSKY/ HEWEY

THAT the Board resolve itself into a Committee of the whole.

CARRIED

TERRITORIAL ACKNOWLEDGEMENT

The meeting opened by respectfully acknowledging being situated on the Traditional Territory of the Cree, Ojibway and Oji-Cree people of the Mattagami First Nation, located in Treaty 9 Territory, and the Métis who have chosen to settle in this area.

TRUSTEE ABSENCE

NIL

APPROVAL OF THE AGENDA

9176-25 HEWEY / WALSH

THAT the Board approve the agenda for the Meeting of the Board dated April 1, 2025.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

Trustees were asked to declare conflicts of interest as they arise and must do so in writing in the log kept in the Chair's office.

Trustees declaring a conflict are to disconnect from Microsoft Teams at the time of the discussion and will receive a text from the Director of Education / Secretary of the Board when they are welcome to join.

CONSENT AGENDA

9177-25 BYER / MEUNIER

THAT the Board approve the consent agenda as follows:

Consent Agenda Items for approval:

2.1 Minutes of the Meeting of the Board held March 4, 2025

2.2 Minutes of the Strategic Planning Committee Meeting held March 4, 2025

2.3 Policy 2.1.45 – Community Involvement Hours

CARRIED

REPORTS

9178-25 HEWEY / PEEVER

THAT the Board receive the Chair Report

CARRIED

9179-25 PEEVER / BRUSH

THAT the Board receive the Director's Report

CARRIED



Student Trustee Report

Student Trustee Hindle and Lead Plaunt are planning workshops for students who identify as Indigenous. They are also planning reach-ahead grade 8 students who can attend a session with Turtle Concepts.

Student Trustees are working to fill senator positions as well as the student Trustee election process. Nearly every school is holding elections for senator positions as they have many candidates to fill positions.

9180-25 POCHOPSKY / MEUNIER

THAT the Board receive the Student Trustee Report
CARRIED

MONITORING

9181-25 BRUSH / WALSH

THAT the Board receive the PLAR and Alternative Education Presentation.

CARRIED

9182-25 WIWCHAR / POCHOPSKY

THAT the Board receive the Strategic Plan Vignette
CARRIED

OTHER BUSINESS

9183-25 MEUNIER / HEWEY

THAT the Board approve the 2025-2029 Strategic Plan Content.

CARRIED

9184-25 HEWEY / WALSH

THAT the Board receive the draft 2025-2026 Meeting of the board Calendar.

CARRIED

9185-25 POCHOPSKY / PEEVER

THAT the Board receive the Canadian Products and Services Report

CARRIED

ADJOURNMENT

9186-25 ARCHIBALD / PEEVER

THAT we do now adjourn

CARRIED

IN-CAMERA SESSION

The In-Camera session meeting was called to order at 7:29 p.m. by Vice-Chair Byer

9187-25 BRUSH / HEWEY

THAT this Board resolve itself into a Committee of the Whole.

CARRIED

9188-25 WALSH / POCHOPSKY

THAT this Board resolve itself into a Committee of the Whole, in-camera.

CARRIED



9189-25 PEEVER / ARCHIBALD

THAT we now rise.

CARRIED

The meeting was adjourned at 7:48 p.m.

SECRETARY OF THE BOARD

CHAIR OF THE BOARD



Strategic Planning Committee

Tuesday, April 1, 2025, at 4:00 p.m.
Schumacher Board Office & Microsoft Teams

MINUTES

TRUSTEES PRESENT

Howard Archibald
Bob Brush
Jonathan Byer, Vice-Chair
Dennis Draves
Crystal Hewey
Brian Peever
Rosemary Pochopsky
Cindy Pye-Reasbeck, Chair
Doug Walsh
Larry Wiwchar

TRUSTEE ABSENCES

Steve Meunier

ADMINISTRATION PRESENT

Lesleigh Dye	Director of Education
Lisa Edwards	Superintendent of Business
Al McLean	Superintendent of Education
Chad Mowbray	Superintendent of Education

RECORDING SECRETARY

Melanie Demers	Executive Assistant to the Director of Education Lesleigh Dye
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STAFF PRESENT

Melanie Demers	Executive Assistant to the Director of Education, Lesleigh Dye
Andréanne Denis	Communications Officer



CALL TO ORDER

Cindy Pye-Reasbeck, Chair of the Board, called the meeting to order at 4:00 p.m.

BRUSH / HEWEY

THAT this Strategic Planning Committee resolve into a Committee of the Whole.

CARRIED

APPROVAL OF THE AGENDA
POCHOPSKY

THAT the agenda for the Strategic Planning Committee Meeting dated April 1, 2025, be approved.

CARRIED

DRAFT 2025-2029 STRATEGIC PLAN
DRAVES

THAT the Strategic Planning Committee recommend the approval of the Vision, Mission, Strategic Priorities and Strategic Actions for the 2025-2029 Strategic Plan.

CARRIED

OTHER BUSINESS
NIL

RISE AND REPORT
WALSH

THAT this Strategic Planning Committee now rise and report to the Board.

CARRIED

The meeting was adjourned at 4:49 p.m.



Human Resources Committee

Tuesday, April 1, 2025, at 5:00 p.m.
Microsoft Teams and Schumacher Board Office

MINUTES

TRUSTEES PRESENT

Howard Archibald
Bob Brush
Jonathan Byer
Dennis Draves
Crystal Hewey
Brian Peever
Rosemary Pochopsky – Chair
Cindy Pye-Reasbeck
Doug Walsh
Larry Wiwchar

APPROVED TRUSTEE ABSENCES

Steve Meunier

ADMINISTRATION PRESENT

Lesleigh Dye	Director of Education
Lisa Edwards	Superintendent of Business/Finance and Treasurer
Al McLean	Superintendent of Education and Human Resources
Chad Mowbray	Superintendent of Education
Steven Pladzyk	Superintendent of Education

RECORDING SECRETARY

Melanie Demers	Executive Assistant to the Director of Education
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STAFF PRESENT

Melanie Demers	Executive Assistant to the Director of Education
Andréanne Denis	Communications Manager



CALL TO ORDER

Rosemary Pochopsky, Chair of the Human Resources Committee, called the meeting to order at 5:02 p.m.

HEWEY / DRAVES

THAT this Human Resources Committee resolve into a Committee of the Whole.

CARRIED

APPROVAL OF THE AGENDA
PYE-REASBECK

THAT the agenda for the Human Resources Committee Meeting dated April 1, 2025, be approved.

CARRIED

CONFLICT OF INTEREST

Trustees declaring a conflict of interest were asked to do so in writing, with a log kept on file by the Chair. Trustees declaring a conflict are to disconnect from Microsoft Teams at the time of the discussion and will receive a text from the Director of Education / Secretary of the Board when they are welcome to join.

IN-CAMERA SESSION
HEWEY

THAT this Human Resources Committee resolve into a Committee of the Whole, In-Camera.

CARRIED

THAT we now rise and report to the Board.

CARRIED

WALSH

THAT this Human Resources Committee now reconvene in Regular Session.

CARRIED

REGULAR SESSION
NIL

OTHER BUSINESS
NIL

ADJOURNMENT
HEWEY

THAT this Human Resources Committee now rise and report to the Board.

CARRIED

The meeting was adjourned at 5:00 p.m.



PRINCIPAL / VICE-PRINCIPAL TRANSFER POLICY

1.0 Rationale

The Board believes in providing Principals and Vice-Principals with a greater depth of knowledge; broader experience and new challenges in their leadership for the betterment of the school and community.

2.0 Definitions

3.0 Policy

District School Board Ontario North East may transfer Principals and/or Vice Principals from one school or system position to another for professional and career growth and to best meet the needs of the students and system.

The foundation of this Policy and Procedure is guided by our Vision Statement: *Empowering all learners to achieve personal excellence* and our Mission Statement: *Together, we inspire innovation and a passion for learning.*



PRINCIPAL / VICE-PRINCIPAL TRANSFER POLICY

1. PURPOSE

DSB1 recognizes that principals and vice-principals play a critical role in supporting school communities through engaging staff, students, families, and community partners to create effective learning environments.

2. APPLICATION

This administrative procedure governs the transfer system for DSB1 principals and vice-principals.

3. Procedures

When considering transfer of principals and vice-principals, the following guidelines will be adhered to:

- 3.1 Principals and Vice-Principals shall complete the ~~will have an opportunity to express their interests on the~~ Principal/Vice-Principal Transfer Form on an annual basis.
- 3.2 Proposals for transfers will be based solely upon the need to provide one or more of the conditions outlined in the Rationale.
- 3.3 Care shall be taken by the Board to prevent undue disruption;
 - a) to the school system through a large number of principals and vice-principals transfers in any one year;
 - b) to a school through transferring both the principal and vice-principal(s) in the same year (if possible).
- 3.4 It is understood that the transfers shall be based upon a careful consideration for the balance between the needs of the system and the individual. It is further understood that transfer of principals and vice-principals between elementary and secondary schools are encouraged.
- 3.5 It is understood that transferring will not be used as a means of disciplinary action.
- 3.6 The supervisory officer will discuss the proposed transfer with the principal/vice-principal prior to the proposal for transfer being recommended to the Board by the Director of Education.
- 3.7 School Councils will be consulted as per Regulation 612.
- 3.8 The announcement of transfer shall be made ~~as soon as possible~~ by the first Board meeting in May.

~~Appendices~~

References

Education Act, Section 265 Duties of Principal

Education Act, Part XI.1 Performance Appraisal of Principals, Vice-Principals

Ontario Regulation 234/10 Principal and Vice-Principal Performance Appraisal

Ontario Regulation 298 Operation of Schools, section 11 Duties of Principals

Ontario Regulation 298 Operation of Schools, section 12 Duties of Vice-Principals

Ontario Regulation 612/00 School Councils and Parent Involvement Committees

Ontario Leadership Framework 2013 Putting Ontario's Leadership Framework into Action: A Guide for School and System Leaders



CRIMINAL RECORD AND VULNERABLE SECTOR BACKGROUND CHECKS / SCREENING

1.0 Rationale

District School Board Ontario North East has the responsibility, under *The Education Act*, to provide a safe and secure working and learning environment for students and employees. The board is in a position of trust with regard to students and must strive to protect their intellectual, physical, mental, and emotional well-being.

2.0 Definitions

Criminal Record Background Check: means a document concerning an individual :

- a) that was prepared by a police force or service from national data on the Canadian Police Information Centre (CPIC) database within six (6) months, and,
- b) that provides information concerning the individual's police record including Criminal Code (Canada) convictions, records of convictions under the Controlled Drugs and Substances Act, Narcotic Control Act and Food and Drugs Act and all outstanding warrants and charges.

Vulnerable Sector Check Screening: means a document concerning an individual

- a) that was prepared by a police force or service from national data on the Canadian Police Information Centre (CPIC) database within six (6) months;
- b) that provides information concerning the individual's police record including Criminal Code (Canada) convictions, records of convictions under the Controlled Drugs and Substances Act, Narcotic Control Act and Food and Drugs Act and all outstanding warrants and charges; and
- c) contains information resulting from a criminal record search of data maintained by the Royal Canadian Mounted Police for sexual offences for which a pardon has not been granted or issued.

Offence Declaration: means, in respect of a Board, a written declaration (Appendix A) signed by an individual listing all of the individual's convictions for offences under the *Criminal Records Act (Canada)* up to the date of the declaration:

- a) that are not included in a Criminal Record Background Check collected by the Ontario College of Teachers (OCT) after December 31, 1998 or in the last criminal background check collected by the Board under this regulation; and

CRIMINAL BACKGROUND CHECK / VULNERABLE SECTOR SCREENING - 2

- b) for which a pardon under Section 4.1 of the *Criminal Records Act (Canada)* has not been issued or granted.

Direct contact: in schools, this refers to any individual or group that a student interacts with or comes into close proximity to, who could have an influence on the student's learning environment, behaviour, or overall well-being.

Service Provider: means an individual who is not an employee of the Board and who comes into direct contact with pupils on a regular basis at a school site of the Board in the normal course of:

- a) providing goods or services under contract with the Board, carrying out his or her employment functions as an employee of a person who provides goods or services under contract with the Board, or,
- b) providing services to a person who provides goods or services under contract with the Minister.

Identification Card: means a wallet sized card, issued to an individual Service Provider who has been determined to present no unacceptable risk to students who may attend school property and come in direct and regular contact with students.

3.0 Policy

District School Board **DSB** Ontario North East will not hire into its employ or continue to employ persons who will have direct and regular contact with students who have police records and/or patterns of behaviour which place students or staff at risk.

District School Board **DSB** Ontario North East will not allow school access to *Service Providers* or *Others* who have direct and regular contact with students:

- who cannot provide evidence of a completed Vulnerable Sector Check or
- who have provided a Vulnerable Sector **Check screen** which has been adjudicated and found to present unacceptable risk to students and/or staff.

District School Board **DSB** Ontario North East will not allow school access to *Service Providers* or *Others* who do not have direct and regular contact with students:

- who cannot provide evidence of a completed Criminal **Record Background** Check, or
- who have provided a Criminal **Record Background** Check **vulnerable sector screen** which has been adjudicated and found to present unacceptable risk to students and/or staff.



CRIMINAL RECORD AND VULNERABLE SECTOR BACKGROUND CHECKS / SCREENING

Procedures

1.0 VULNERABLE SECTOR CHECKS SCREEN FOR EMPLOYEES

1.1 Requirements

The Collection of Personal Information Regulation (521/01), will requires the District School Board Ontario North East to do the following:

1.1.1 Current Employees

Current employees must complete provide to the Board's an Online Annual Offence Declaration by September 1st of each year in which the individual is employed by the Board.

1.1.2 New Employees

(A) Condition of Employment

The Board shall collect a Vulnerable Sector Check Screening in respect of the individual before the day the individual commences employment with the Board. All offers of employment with the Board shall be conditional upon the applicant supplying the required Vulnerable Sector Check Screening. The cost for obtaining the required documentation will be paid directly by the employee. Failure to provide the documents by the date indicated on the Letter of Agreement (Appendix A) will result in revocation of the Board's offer of employment.

(B) Emergency Provision (Appendix B)

Normally, a candidate shall not commence employment with the Board until a current verification of their Vulnerable Sector Check Screening has been supplied. Only in an exceptional case will a person be permitted to commence employment with the Board before the Board has received the verification. In such a case, the candidate will be required to provide an Interim Offence Declaration (Appendix B) which may, at the Board's sole discretion, permit the candidate to commence employment prior to the submission of the Vulnerable Sector Check Screening. Proof of application (in the form of a receipt) for the record check must be provided to Human Resources before commencement of employment. Before any such exception is made, a binding agreement shall be entered into between the employees, or any authorized representative of the employee, and the Board, ensuring that the verification be provided without delay and in a timely manner. This agreement will preserve the Board's power to revoke the offer of employment, and dismiss the employee, should the Interim Offence Declaration provided by the employee prove to be false or misleading in any respect.

1.2 Retention

CRIMINAL BACKGROUND CHECK / VULNERABLE SECTOR SCREENING - 2

The Board shall retain an original or a true copy taken from the original Vulnerable Sector **Check Screening** by the Board's contact or designate. Completed Vulnerable Sector **Checks screens** and Offence Declarations will be filed in a separate and secure location.

1.3 Self-Reporting Obligations

An employee who is charged with any criminal offence during the school year must self-report by contacting (in-person, by email or by telephone) the Manager of Human Resources to disclose this information. This information shall include the charge, any bail conditions or other restrictions imposed on, or agreed to, by the employee in connection with the charge.

1.4 Adjudication

Where evidence is received of a criminal **charge or** conviction, or other relevant conviction, the Board's contact or designate will **meet with the employee/employment candidate to discuss the charge/conviction and** consider at least the following factors in determining an appropriate course of action:

- a) the length of time since offence(s);
- b) any involvement of children and/or sexual activity and/or violence and/or acts of dishonesty in the offence(s);
- c) the employment history;
- d) the employee's attitude towards offence(s);
- e) any treatment, counselling or other services received since offence;
- f) other steps taken to rehabilitate;
- g) any likelihood offence(s) will be repeated;
- h) if alcohol or illegal drugs were a factor in commission of offence(s);
- i) the degree of co-operation with this investigation;
- j) if the offence(s) committed while employed by the Board;
- k) if the employee is a teacher, relevance of offence(s) to teacher duties as set out in the Education Act and Regulations;
- l) if employee is not a teacher, relevance of offence(s) to their employment duties; and
- m) whether the offence(s) require any action pursuant to The Student Protection Act (including notification of the Ontario College of Teachers).

a) The course of action may include disciplinary action up to and including dismissal, and/or withdrawal of offer, and shall be in compliance of other Board policies, collective agreements and legislation.

1.5 Consequences of Non-compliance

Employees who fail to provide a signed Offence Declaration form or Vulnerable Sector **Check Screen** by the date prescribed by the Board may be suspended without pay until the form is received. **Employees who fail to report criminal charges as per 1.3 may be subject to discipline, up to and including termination of employment.**

2.0 CRIMINAL ~~RECORD AND BACKGROUND CHECKS /~~ VULNERABLE SECTOR **CHECKS SCREENS FOR SERVICE PROVIDERS**

2.1 Requirements

CRIMINAL BACKGROUND CHECK / VULNERABLE SECTOR SCREENING - 3

Board staff will:

- a) include language similar to the following in any new Request for Proposal/Tender/Quotation of Contract:

“The Bidder acknowledges receipt of a copy of Regulation 322/03 (Collection of Personal Information) to the Education Act (Ontario) with respect to Criminal **Record Background** Checks, Vulnerable Sector **Checks Screens** and offence declarations. If required by the Board, the successful Bidder covenants and agrees to assist the Board in complying with same by providing the Board or such other entity as the Board may designate with a Criminal **Record Background** Check or Vulnerable Sector **Checks Screens** or offence declaration prior to the occurrence of such possible direct contact and on or before September 1st each year thereafter with respect to the Offence Declarations.

For the purpose of this Request for Proposal/Tender/Quotation, the Board shall determine in its sole and unfettered discretion whether an individual or employee of the successful Bidder may come into direct contact with pupils on a regular basis.

The successful Bidder further acknowledges and agrees that the contract between the Board and the successful Bidder to be entered into pursuant to the terms hereof shall contain provisions of indemnification and provisions allowing the Board to terminate same in the event the successful Bidder fails to provide the Board with a Criminal **Record Background** Check or Vulnerable Sector **Check Screens** or offence declaration for every individual or employee who may come into direct contact with pupils on a regular basis at a school site of the Board, prior to the occurrence of such possible direct contact and on or before September 1st each year thereafter with respect to the Offence Declaration.”

- b) ensure that all Service Providers are in compliance with Regulation 322/03 before providing services to the Board.
- c) develop a procedure for checking Identification Cards (and photo-identification) of Service Providers by school officials on a regular basis.

~~d)~~ The cost for obtaining the required documentation will be paid directly by the successful Bidder.

2.2 Adjudication

In addition, the contract will contain provisions that will allow the Board, or such other entity as the Board may designate, upon review of the submitted documents provided to determine that an individual or employee will not be permitted on a school site in circumstances where direct contact with students is probable. All decisions of the Board will be final.

2.3 Consequences of Non-compliance

A Service Provider who fails to comply with the Police Record Check requirements of the Board will be barred from providing goods and/or services to the Board.

3.0 VULNERABLE SECTOR **CHECKS SCREENS for OTHERS HAVING DIRECT AND REGULAR CONTACT WITH STUDENTS**

CRIMINAL BACKGROUND CHECK / VULNERABLE SECTOR SCREENING - 4

"Others" for the purposes of this procedure would include:

- a) Trustees
- b) Students attending university or college programs which require practicum or coop placements in schools
- c) School volunteers (as per policy 2.1.4)
- d) Persons eighteen (18) years of age or over having direct and regular contact with students[†].

a) For Provincial organizations that provide services to schools but who are not Service Providers as defined in **the** Regulation 521/01 ~~(including but not limited to)~~ and **who are exempt from these requirements** as the organization has standards and practices in place which meet or exceed those of District School Board Ontario North East, ~~as such~~ the principal/designate should request a valid organization photo ID card which identifies them as an employee, or a valid OESC ID card and a piece of photo ID. Included in this category are the following:

1. Public Health Departments
2. Victorian Order of Nurses
3. Community Care Access Centres
4. Children's Mental Health Ontario
5. Provincial Schools Authority
6. Day Nurseries
7. Children's Aid Societies
8. Big Brothers and Big Sisters of Canada
9. St. John Ambulance

[†]The Youth Criminal Justice Act protects the privacy of minors by limiting access to their records. It is recommended therefore that an ~~Service Provider or~~ "Other" who has not attained the age of 18 be directly supervised by a staff member when in contact with students. **District School Board Ontario North East will not employ a person until such time as they have attained the age of 18, with the exception of summer students, students on apprenticeships, or any other student that has been approved to be employed in DSB1 facilities.**

3.1 Requirements

Board staff will:

- a) ensure that all "Others" are in compliance with Regulation 322/03;
- b) develop a procedure for regularly, as required updating the "Others" list, and informing new "Others" about the requirements;
- c) develop a procedure for checking Identification Cards (and photo-identification) of "Others" by school officials on a regular basis.

3.2 Adjudication

The Board, or such other entity as the Board may designate, upon review of the submitted documents provided to determine that an individual or employee will not be permitted on a school site in circumstances where direct contact with students is probable. All decisions of the Board will be final.

CRIMINAL BACKGROUND CHECK / VULNERABLE SECTOR SCREENING - 5

Appendices

Appendix A: Vulnerable Sector Criminal Background Check Letter of Agreement

Appendix B: Interim Offence Declaration

References

Policy 2.1.4 – Volunteers in Schools

Policy 1.2.4 – Pre-Employment Screening

Education Act and its Regulations, including:

Ontario Regulation 521/01 – Collection of Personal Information

Ontario Regulation 322/03 – Amending O. Reg. 521/01

Youth Criminal Justice Act

Police Record Checks Reform Act

Appendix A

VULNERABLE SECTOR CRIMINAL BACKGROUND CHECK**LETTER OF AGREEMENT****BETWEEN*****(Insert person's name)****(the employee)***and****THE DISTRICT SCHOOL BOARD ONTARIO NORTH EAST***(the Board)*

WHEREAS the Board requires a Vulnerable Sector **Screening** Check for new employees in accordance with the Education Act and Board Policy prior to the commencement of employment and;

WHEREAS the employee has completed an Offence Declaration prior to the commencement of employment;

The Parties hereby agree:

1. THAT *(insert person's name)* will obtain a Vulnerable Sector **Screening** Check as a condition of employment on or before *(insert date)*. The Board's Offer of Employment shall be revoked and the employee will be dismissed should the employee fail to provide the Vulnerable Sector **Screening** Check by the agreed upon date or, if the employee provided false or misleading information on the Offense Declaration Form.
2. This agreement is made this xx day of xxx of 20XX at _____, Ontario.

For the Board

(insert person's name)

CRIMINAL BACKGROUND CHECK / VULNERABLE SECTOR SCREENING - 7

Appendix B**INTERIM OFFENCE DECLARATION**

FOR SERVICE PROVIDERS/STUDENTS/NEW HIRES/VOLUNTEERS for District School Board Ontario North East
 For interim during waiting/processing period of employee Vulnerable Sector **Check Screen** from your local police enforcement agency.

LAST NAME:	FIRST NAME(S):
DATE OF BIRTH (YYYY/MM/DD):	GENDER:
HOME ADDRESS:	
REASON FOR OFFENCE DECLARATION: (e.g., employment, volunteer, etc.)	

☐ I have NO convictions under the *Criminal Code of Canada* up to and including the date of this declaration for which a pardon has not been issued or granted under the *Criminal Records Act*. I have NO charges that are ongoing or have been withdrawn. I have NOT been convicted or been granted a pardon for any of the sexual offences that are listed in the schedule to the *Criminal Records Act* and to my knowledge I have never been nor am I currently being investigated for any of the sexual offences that are listed in the schedule to the *Criminal Records Act*. (If you have checked this box, please date and sign this form and return it to Human Resources); **OR**

☐ I have the following convictions for offences under the *Criminal Code of Canada* for which a pardon under the *Criminal Records Act* has **not** been issued or granted **OR** I have the following charges that are ongoing or have been withdrawn **OR** I have been convicted or been granted a pardon for the following sexual offences that are listed in the schedule to the *Criminal Records Act* **OR** I am aware that I am currently being investigated for the following sexual offences that are listed in the schedule to the *Criminal Records Act*. (If you have ever been charged or convicted of any criminal offence(s) for which you have not been pardoned or if you have been granted a pardon for any of the sexual offences that are listed in the *Criminal Records Act* you must provide ALL details below, using additional pages if necessary).

1. Date of Offence: (YYYY/MM/DD) _____

Charge/Offence: _____

Location: _____

Penalty/Conviction: _____

Personal information on this form is collected pursuant to: (i) the *Freedom of Information and Protection of Privacy Act*, or the *Municipal Freedom of Information and Protection of Privacy Act*; and (ii) the *Personal Information Protection and Electronic Documents Act*, if applicable, for the pursuit of providing services to or for placement with District School Board Ontario North East.

I understand that failing to provide information or omission of facts may disqualify me from consideration for providing services to or placement with District School Board Ontario North East in. I acknowledge that as soon as I am able, I will provide the school board with a valid Vulnerable Sector Police Record Check.

DATED at _____ this _____ day of _____ 2_____.

Full Name: _____ Signature: _____
 Please Print

PLEASE EMAIL COMPLETED FORM TO humanresources@dsb1.ca

Once you have obtained your hard copy Vulnerable Sector **Check Screening** results from your local police enforcement agency, please email a copy to humanresources@dsb1.ca



Community Involvement Hours Graduation Requirement

1.0 Rationale

Starting in the 1999–2000 school year, all students entering high school in Ontario must complete at least 40 hours of community service to earn their Ontario Secondary School Diploma (OSSD). This requirement helps students understand how they can contribute to their communities and encourages them to take on responsibilities that make a positive difference in the world around them.

By volunteering, students gain valuable skills, explore different career paths, and learn about their role in society. Community involvement gives students real-world experience that prepares them for future jobs and helps them grow into active, caring members of their communities. These activities can take place in many settings, such as hospitals, long term care homes, community settings, non-profit organizations, government offices, cultural or religious events, and other community activities.

2.0 Definitions

Community Service: Community service is unpaid work done by students to help others or improve their community. It involves activities that address local needs to make a positive impact on society.

Charity: A charity is a non-profit organization that works to help people, animals, or the environment by addressing specific needs or challenges. For example, a student could volunteer at a local food bank, which collects and distributes food to individuals and families facing hunger. By helping with tasks like sorting donations, packing food boxes, or assisting with community meals, students can support those in need.

3.0 Policy

It is the policy of District School Board Ontario North East to foster students in becoming caring, active citizens who contribute to their communities by helping others and making a positive difference. Volunteering in the community allows students to develop important life skills, such as generosity, respect, love, teamwork, leadership, and communication, while fostering a sense of responsibility and empathy. It helps students understand the value of contributing to society and builds connections that strengthen their communities. Encouraging community involvement prepares students to become active, engaged citizens who can make a positive impact now and in the future.



Title	February 2025 Cash Disbursements
Date	April 15, 2025
Presenter	Superintendent Edwards
Strategic Priority	Equity
Background and Information	Cash Disbursements for the month of February 2025 total \$15,663,709.75. Should Trustees have any questions regarding the details of these disbursements, please contact the Superintendent of Business and Finance.
Recommendation	THAT the Board approve the Report on Cash Disbursements for the month of February 2025 in the amount of \$15,663,709.75.



Title	March 2025 Cash Disbursements
Date	April 15, 2025
Presenter	Superintendent Edwards
Strategic Priority	Equity
Background and Information	Cash Disbursements for the month of March 2025 total \$14,636,558.22. Should Trustees have any questions regarding the details of these disbursements, please contact the Superintendent of Business and Finance.
Recommendation	THAT the Board approve the Report on Cash Disbursements for the month of March 2025 in the amount of \$14,636,558.22.



Taking Action: 2024-2025 Strategic Plan Monitoring

Administrative Council, April 16, 2025

Vision

We empower all learners to achieve personal excellence.

Mission

Together, we inspire innovation and a passion for learning.



Our Three Priorities

Culture

Equity

Innovation



Culture:

**We promote caring, wellness
and model high expectations.**

Relationships

Communication

Resiliency



District School Board
Ontario North East

Culture Goal

75% of students and 78% of staff will report a sense of belonging to their school and workplace.



Culture Goal Progress

- ThoughtExchange surveys will be sent to staff and students in the spring 2025.



Challenges

- Fostering working and learning environments where all staff and students understand the collective responsibility in supporting a sense of belonging.
- Addressing unconscious bias and systemic barriers.



Strategies

- Through this year's recognition program, staff are encouraged to nominate a colleague who fosters a sense of belonging for students or staff. As of March 31, 218 staff have been nominated.
- An informal survey was sent to staff about the potential launch of board-wide fun staff days. 177 staff have responded to the survey with suggestions on moving forward.
- Schools continue to work with School Councils, students and families to foster learning environments that are welcoming to all students.
- DSB1 continues to provide meaningful learning opportunities and actions related to reconciliation.

Equity:

We anticipate, identify and work to remove barriers for each learner.

Courage

Understanding our Needs

Student Voice



District School Board
Ontario North East

Equity Goal

The attendance rate for all DSB1 students will be 88.5%



Equity Goal Progress



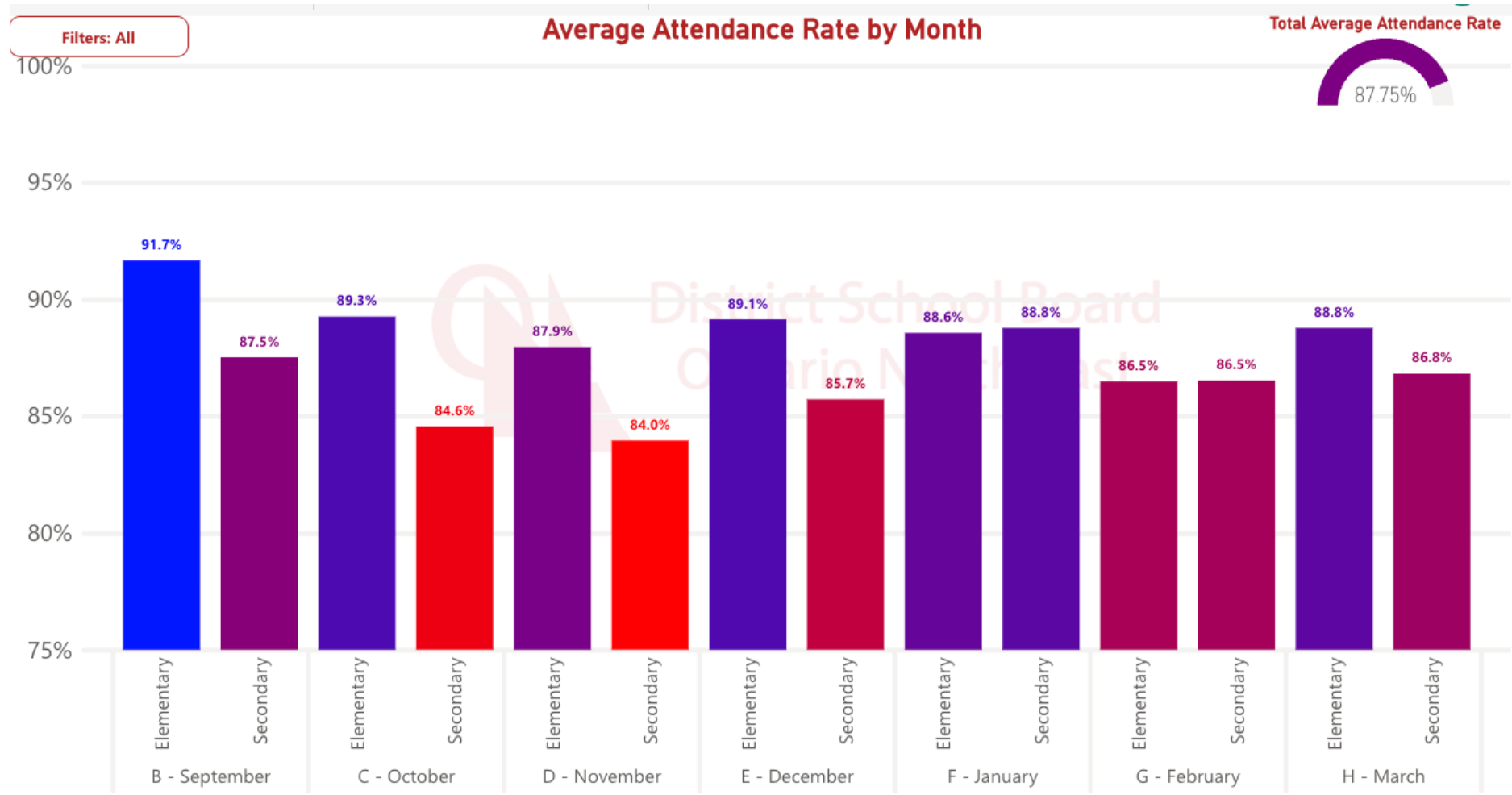
As of March 31,
the total average
attendance rate is

87.75%



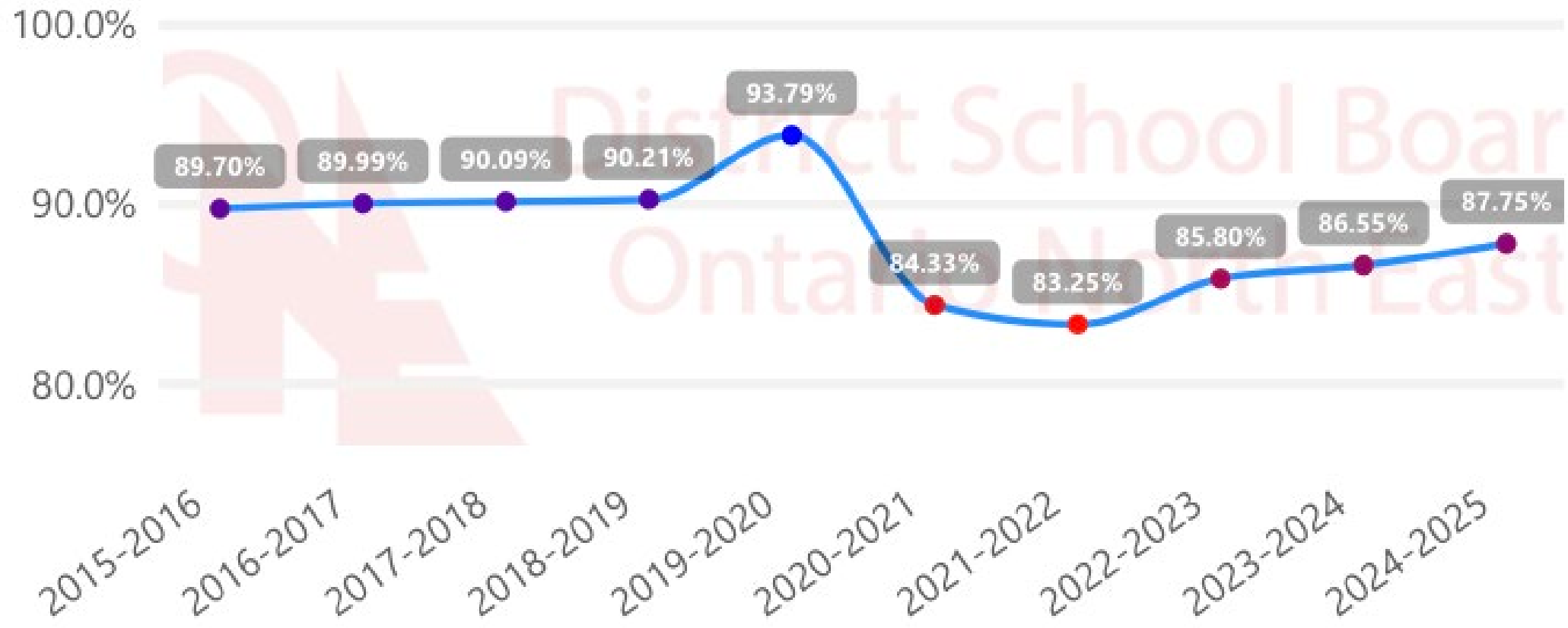
District School Board
Ontario North East

Attendance Rate – All Students

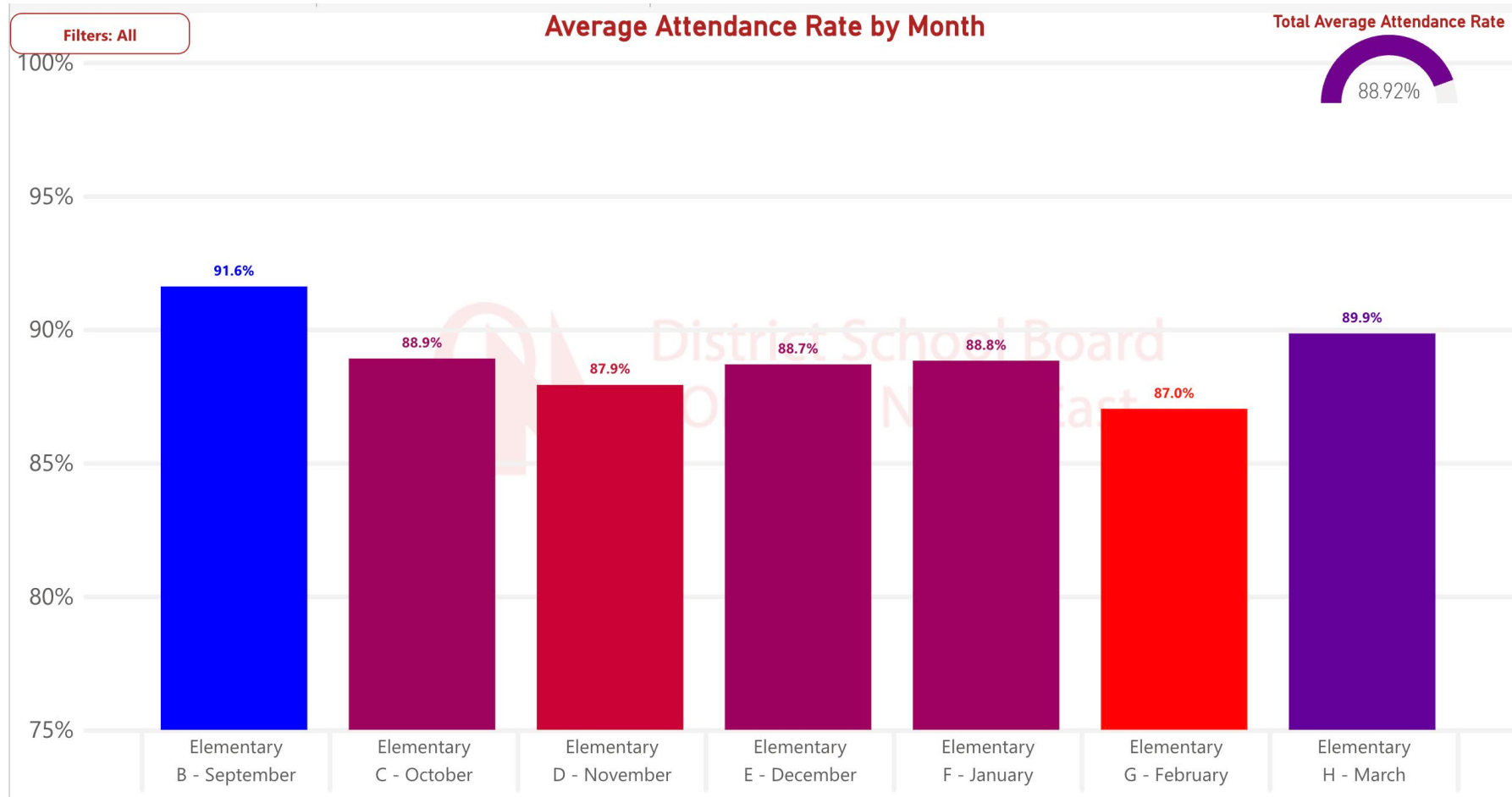


Attendance Rate – 2015 to March 31, 2025

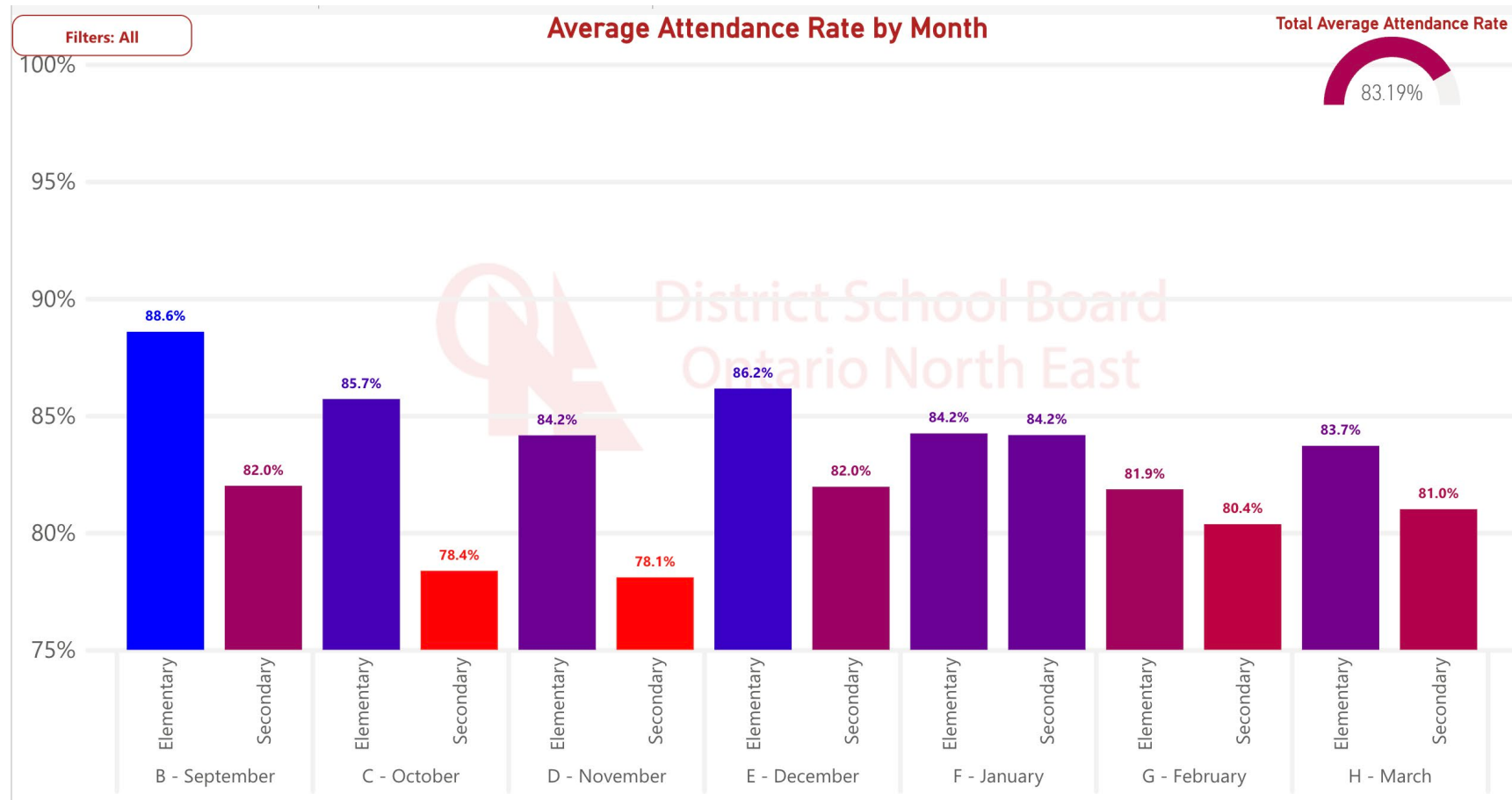
Attendance Rate by Year



Attendance Rate – Kindergarten Students



Attendance Rate – Students who Identify as Indigenous



Challenges

- Family mindset towards school (e.g., Kindergarten)
- Family responsibilities that students have in their home
- Some students may not feel a sense of belonging
- Inclement weather
- Illness
- Bus driver shortages



Strategies

- All schools have an attendance goal
- School leaders are beginning to check Power BI daily
- Each school is creating an Attendance Pyramid of Support
- Schools are sharing specific attendance data and goals with students and families
- Close collaboration with bus operators and continuation of the Gas Card Initiative



Innovation:

**We cultivate thinking and
specific actions to improve.**

Growth Mindset

**Pathways and
Partnerships**

Trust



District School Board
Ontario North East

Innovation Goal

80% of Grade 9 students will earn all of their credits during the school year.



Innovation Goal Progress

85%
of students earned
4 out of 4 credits in
Semester 1



Challenges

- 79% of the Grade 9 students who did not earn 4 out of 4 credits in Semester 1, meet the criteria for being persistently absent.
- A portion of the students who are not earning 4 out of 4 credits frequently move schools.
- Semester 2 has an increase in students who are at-risk of not earning all their credits.

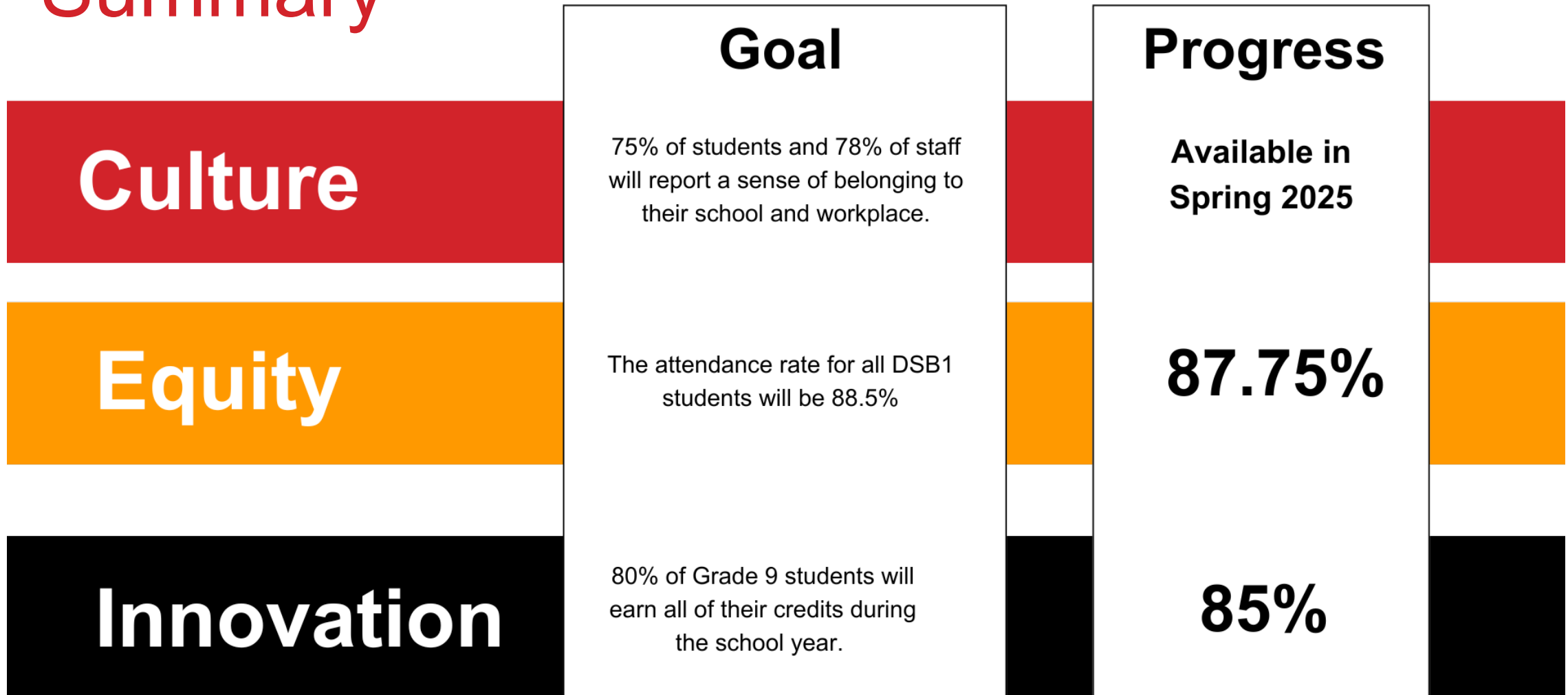


Strategies

- Schools are using a pyramid of attendance support to help specific students who meet the criteria for being persistently absent. These supports are tailored to student and family needs.
- Student Success teams are working closely with previous schools to assist students with credit recovery and credit rescue. Schools are also using strategic timetables to help students catch up on credits. (Co-operative Education, Dual Credits, Credit Recovery/GLS, Night School Co-op, PLAR.)
- School Leaders are aware of this challenge and are monitoring achievement data. Student Success Teams are tracking Sem 2 student achievement very closely. Student Success Teams are also using Credit Recovery to recoup any lost credits.



Summary



Meegwetch

Merci

Thank you



Ontario School Year Calendar 2025-2026

Calendar Title 113184198: 2025-2026 Secondary				Calendar Description 2025-2026 Secondary								LEGEND H Statutory Holiday E Scheduled Examination Day P Board Directed PA Day P* PA Day Devoted to Provincial Priorities* B Board Designated Holiday / Half Day					
Board Name DSB Ontario North East				Date Created Feb 05, 2025		Panel Secondary		Calendar Type Modified		Calendar Status Draft							
Start of School Year Aug 28, 2025		End of School Year Jun 25, 2026		First Day Students Sep 02, 2025		Last Day Students Jun 25, 2026		Total PA Days 7		Total Instr. Days 177						Total Exam Days 10	

MONTH	First Week					Second Week					Third Week					Fourth Week					Fifth Week					PA Days	Instr. Days	Exam Days
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F			
July 2025		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31		0	0	0
August 2025					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28 P*	29 B	1	0	0
September 2025	1 H	2	3	4	5	8	9 BM	10	11	12	15	16	17	18	19	22	23 BM	24	25	26	29 P*	30				1	20	0
October 2025			1	2	3	6	7 BM	8	9	10	13 H	14	15	16	17	20	21 BM	22	23	24	27 P	28	29	30	31	1	21	0
November 2025	3	4 BM	5	6	7	10	11	12	13	14	17	18 BM	19	20	21	24 P	25	26	27	28						1	19	0
December 2025	1	2 BM	3	4	5	8	9	10	11	12	15	16 BM	17	18	19	22 B	23 B	24 B	25 B	26 B	29 B	30 B	31 B			0	15	0
January 2026				1 B	2 B	5	6	7	8	9	12	13 BM	14	15	16	19	20	21	22	23	26 E	27 E	28 E	29 E	30 P	1	15	4
February 2026	2	3 BM	4	5	6	9	10	11	12	13	16 H	17 BM	18	19	20	23	24	25	26	27						0	19	0
March 2026	2	3 BM	4	5	6	9	10	11	12	13	16 B	17 B	18 B	19 B	20 B	23	24	25	26	27	30	31				0	17	0
April 2026			1	2	3 H	6 H	7 BM	8	9	10	13	14	15	16	17 P*	20	21 BM	22	23	24	27	28	29	30		1	19	0
May 2026					1	4	5 BM	6	7	8	11	12	13	14	15	18 H	19 BM	20	21	22	25	26	27	28	29	0	20	0
June 2026	1	2 BM	3	4	5	8	9	10	11	12 P	15	16 BM	17	18 E	19 E	22 E	23 E	24 E	25 E	26	29	30				1	12	6
July 2026			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	0	0	0
TOTAL																										7	177	10