



## Program and Planning Committee Meeting Minutes

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Date: October 9, 2024  
Location: Muskoka Education Centre  
Time: 9:30 a.m.

### 1. Call to order

Superintendent MacJanet called the meeting to order at 9:32 a.m.

### 2. Roll call

Superintendent MacJanet welcomed the Committee and confirmed all five members were in attendance in-person or via virtual participation.

### 3. Declaration of possible conflict of interest

There were no declarations of possible conflict of interest.

### 4. Approval of agenda

Moved by C. Wilcox, seconded by B. Reain that the agenda be approved.

Carried.

### 5. Committee action items

#### 5.1 Approval of the minutes of the April 24, 2024 meeting

Moved by T. McAlpine, seconded by H. Bradley that the minutes dated April 24, 2024 meeting be approved.

Carried.

#### 5.2 Approval of the Committee Terms of Reference

Moved by B. Reain, seconded by C. Wilcox that the Committee Terms of Reference be approved with the updated approval date of October 2024.

Carried.

### 5.3 Election of Committee Chair

Trustee C. Wilcox nominated B. Reain for the office of Chair. Trustee Reain accepted. No other nominations were put forward. Trustee Reain was acclaimed as Chair of the Program and Planning Committee.

## 6. Administrative reports - for information (verbal)

### 6.1 Secondary Curriculum Services

Superintendent Williams shared a presentation with the Committee related to Secondary Curriculum Services focussing on the current work of the curriculum consultants portion of the portfolio highlighting:

- 1-1 Coaching model in the focus schools
- Grade 8-9 teacher professional development plan
- Reading Intervention
- Student Success support meetings
- MLL Learning

### 6.2 Elementary Curriculum Services

Superintendent MacJanet shared a presentation with the Committee related to Elementary Curriculum Services highlighting:

- New Inclusive Learning Team model
- Curriculum direction for 2024 /2025 in the areas of Math, Literacy, Early Years, FAL and MLL
- the return of the Better Together Arts Showcase
- K-12 Leadership Plan
- NTIP Overview

## 7. Next meeting

Date: Tuesday, October 15, 2024  
Location: Muskoka Education Centre  
Time: 2:00 p.m.

## 8. Adjournment

Moved by T. McAlpine, seconded by H. Bradley that the meeting be adjourned at 11:23 a.m. Carried.