

Public Meeting of the Board Agenda

Date: February 25, 2025
Location: Lindsay Education Centre

4:30 p.m. Commencement of the Committee of the Whole Meeting

1. Call to order

- 1.1 Motion to convene into in-camera Committee of the Whole Meeting
- 1.2 In-camera (private) agenda (for matters that fall under section 207(2) of the Ed Act).

2. Rise and report to the Public Meeting of the Board

6:00 p.m. Commencement of the Public Meeting of the Board

1. Call to order

2. Territory acknowledgement

3. National anthem

4. Roll call

5. Declaration of possible conflict of interest

6. Delegation(s)

7. Approval of agenda

8. Business of the Board

- 8.1 Approval of the minutes of the January 28, 2025 Public Board Meeting (pgs.3-8)
- 8.2 Recommendations from In-camera Committee of the Whole Meeting (Trustee Childs)

9. Administrative updates

- 9.1 Director's Report on the Strategic Plan (Director Hahn)
 - a. Director's Recognition (Director Hahn/ pg. 9)
 - b. Director's Update

10. Administrative and committee reports**10.1 For Action - Written**

- a. February 4, 2025 Special Education Advisory Committee (SEAC) Meeting (Trustee McInerney and SO Train/ pgs. 10-14)
- b. February 5, 2025 Governance and Policy Committee Meeting (Trustee Saunders and Director Hahn/ pgs.15-27)
- c. February 6, 2025 District School Council/ Parent Involvement Committee (DSC-PIC) Meeting (Trustee Clodd/ SO Johnston pg.28)
- d. February 11, 2025 Program and Planning Committee Meeting (Trustee Reain and SO MacJanet/ pg. 29)
- e. February 12, 2025 Finance and Administration Committee Meeting (Trustee McAlpine and SO Ellis/ pgs.30- 51)
- f. February 20, 2025 Supervised Alternative Learning (SAL) Committee Meeting (Trustee Childs and SO Fraser/ pg. 52)

10.2 For Information- Verbal

- a. February 21, 2025 Indigenous Education Advisory Committee (IEAC) Meeting (Trustee Saunders/ SO Johnston)

11. Trustee reports**11.1 Student Trustee Reports**

- a. G7 Student Senate Report (Student Trustee Maw)
- b. OSTA-AECO Report (Student Trustee McNelly)

11.2 OPSBA Report (Trustee Childs)**11.3 Trustee Community Updates****12. Correspondence****12.1 Canadian Cancer Society Letter re: BMLSS Relay for Life Fundraiser (pg. 53)****13. Next meeting**

Tuesday, March 25, 2025, 6pm at Muskoka Education Centre

14. Adjournment



Public Meeting of the Board Minutes

Date: January 28, 2025
 Location: Muskoka Education Centre
 Present: H. Bradley, E. Childs, L. Clodd, G. Brohman, R. Maw, T. McAlpine, D. McInerney, T. McNelly, B. Reain, J. Saunders, C. Wilcox
 Regrets:
 Senior team: T. Ellis, T. Fraser, W. Hahn, T. Hubbert, J. Johnston, J. MacJanet, N. Train, K. Williams
 Staff Support: J. Andreasen, C. Bull, D. Raglin

4:30 p.m. Commencement of the Committee of the Whole Meeting

1. Call to order

1.1 Motion to convene into the In-Camera Committee of the Whole Meeting

Motion # 25-01-59

Moved by Trustee Clodd, seconded by Trustee Reain,

That the Board do now enter Committee of the Whole In-Camera session at 4:43p.m. to deal with matters under section 207(2) of the Education Act

Carried.

1.2 In-Camera Agenda (for matters that fall under section 207(2) of the Education Act)

2. Rise and report to the Public Meeting of the Board

Motion # 25-01-60

Moved by Trustee Reain, seconded by Trustee McAlpine,

That Trustees do now rise from the In-Camera Committee of the Whole Meeting at 4:49 p.m. and will report to the Public Meeting of the Board at 6:00 p.m.

Carried.

6 p.m. Commencement of the Public Meeting of the Board

1. Call to order

The meeting was called to order at 6:00 p.m.

2. Territory acknowledgement

Trustee Clodd shared the Territory acknowledgement.

Director Hahn shared information related to the passing of former TLDSB Director of Education Evelyn Brown. A moment of silence was observed following the National Anthem.

3. National anthem

O Canada was played.

4. Roll call

Chairperson Wilcox advised that:

Seven Trustees (Childs, Clodd, McAlpine, McInerney, Reain, Saunders, Wilcox) were in person at the Muskoka Education Centre.

Two Trustees (Brohman, Bradley) attended via electronic means.

Student Trustees McNelly and Maw also attended the meeting via electronic means.

5. Declaration of possible conflict of interest

There were no declarations of possible conflict of interest.

6. Delegation(s)

There were no delegations.

7. Approval of agenda

Chair Wilcox advised of an addition to the agenda, as *10.3 For Information- Verbal, item a. Travel Rate Update* by Superintendent Ellis.

Motion # 25-01-61

Moved by Trustee McInerney, seconded by Trustee Clodd,

That the agenda be approved as amended.

Carried.

8. Business of the Board

8.1 Approval of the minutes of the November 26, 2024 Public Meeting of the Board

Chair Wilcox advised of a correction on page 3 of the meeting minutes from November 26, 2024.

Motion # 25-01-62

Moved by Trustee McAlpine, seconded by Trustee Childs,
That the minutes of the November 26, 2024 Public Meeting of the Board be approved as amended.
Carried.

8.2 Approval of the minutes of the December 5, 2024 Annual Organizational Meeting

Motion # 25-01-63

Moved by Trustee Reain, seconded by Trustee McInerney,
That the minutes of the December 5, 2024 Annual Organizational Meeting of the Board be approved.
Carried.

8.3 Recommendations from the In-Camera Committee of the Whole Meeting

Vice Chairperson Childs advised that there were no recommendations resulting from the January 28, 2025 In-Camera Committee of the Whole meeting.

9. Administrative updates

9.1 Director's Report on the Strategic Plan

a. Director's Recognition

Director Hahn recognized bus driver Garry Thompson and students Aspen, Kennedy, and Corbyn for their leadership in safely evacuating a bus that was in a potentially dangerous situation. Gary Thompson and HHS student Aspen attended the Board Meeting in person to receive their awards.

b. Director's Update

Director Hahn shared highlights related to TLDSB initiatives to support the achievement of TLDSB's strategic plan goals, including:

- *Supporting student achievement:* Director Hahn acknowledged the recent challenges related to weather and transportation cancellations. Director Hahn reiterated that schools remain open on inclement weather days to support student learning if parents/ guardians can safely get students to and from school. Schools are developing learning loss plans to target supports for missed learning days.
- *Supporting well-being:* Over \$6000 was raised as a result of Jersey Day in November and the LEC auction in December. The Feed All Four Fund offers direct support via the school Principal for students and families who may be struggling with financial insecurity and may need support with groceries, clothing, or personal needs.
- Supporting the goal of *Ensure our practices engage all students in learning that is authentic, meaningful, and relevant to a successful and healthy life:* TLDSB is moving

forward with exploring options for further developing Outdoor Education opportunities in TLDSB. The Outdoor Education Board Planning Committee will be meeting in March.

- In line with the goal of *Engaging in meaningful learning*, Director Hahn also shared an overview of recent conferences Ontario Directors attended, and the recent Public Education Symposium (PES) that Trustees attended. Some of the professional learning that attendees engaged in at both conferences included discussions related to the role of Artificial Intelligence (AI) in education, the impact of screentime on student learning, supporting early reading, and the promotion of skilled trades.

Director Hahn also shared an administrative update with Trustees related to student attendance supports and initiatives in TLDSB.

Data from the parent/guardian surveys from 2022-2024 was also shared with Trustees both as an administrative report and a presentation. Collecting parent/guardian voice is one of the TLDSB strategic plan goals.

10. Administrative and committee reports

10.1 For Action- Written

a. SEAC Committee Meeting Report

Trustee McNerney shared an update related to January 2025 SEAC Meeting.

Motion # 25-01-64

Moved by Trustee McNerney, Seconded by Trustee Saunders,
That Trustees receive the report related to the January 7, 2025 Special Education Advisory Committee meeting.
Carried.

b. SAL Committee Report

Trustee Childs shared updates related to the December 2024 and January 2025 SAL Meetings.

Motion # 25-01-65

Moved by Trustee Childs, Seconded by Trustee McAlpine,
That Trustees receive the report related to the December 11, 2024 and the January 22, 2025 meetings of the Supervised Alternative Learning (SAL) Committee.
Carried.

c. Governance and Policy Committee Meeting

Trustee Saunders reviewed the activities from the most recent Governance and Policy Committee Meeting

Motion #25-01-66

Moved by Trustee Saunders, Seconded by Reain,
That Trustees ratify the Governance and Policy Committee motion to approve the updates and revisions to the BD-2020 Communications Policy, inclusive of changing the name to Communications and Publishing Standards Policy.
Carried.

Motion #25-01-67

Moved by Trustee Saunders, Seconded by Trustee McInerney,
That the BU-3036 Appropriate Use of Technology and Technology Services Policy be approved with the presented updates and revisions.
Carried.

Motion #25-01-68

Moved by Trustee Saunders, Seconded by Trustee Childs,
That the BD-2080 Accessible Customer Service Policy be approved with the presented updates and revisions, inclusive of changing the name to Accessibility Policy.
Carried.

Motion # 25-01-69

Moved by Trustee Saunders, Seconded by Trustee McInerney,
That Trustees receive the report related to the January 9, 2025 Governance and Policy Committee Meeting.
Carried.

10.2 For Information- Verbal**a. Equity Task Force- Committee Report**

Trustee Childs shared a verbal update related to the January 15, 2025 Equity Task Force meeting, including providing an update on the work of a number of the subcommittees.

10.3 For Information- Verbal**a. 2025 Travel Rate Update**

Superintendent Ellis advised that the updated Canada Revenue Agency (CRA) rate for travel reimbursement.

For 2025 the first 5000km is reimbursed at a rate of 0.72 per kilometer; any travel over 5000km is reimbursed at a rate of 0.66 per kilometer. These rates are effective based on the calendar year. TLDSB is responsible for ensuring the mileage reimbursement rate provided by the Board aligns with the CRA standard.

11. Trustee Reports**11.1 Student Trustee Reports****a. G7 Student Senate**

Student Trustee Maw shared the G7 Student Senate Report highlighting the most recent activity of the G7 Student Senate; the Student Senate is currently preparing for Kindness Week which will start on February 10, 2025. Student Trustee Maw also highlighted that many secondary students are currently writing exams.

b. OSTA-AECO Report

Student Trustee McNelly shared an update related OSTA-AECO. OSTA-AECO continues to work in their subcommittees to set goals and develop resources. There is an in-person OSTA-AECO meeting in Ottawa in February.

11.2 OPSBA Report

Trustee Childs shared that a number of Trustee attended the Public Education Symposium (PES) in Toronto on January 24 and 25, 2025. Trustees from all across Ontario attended to engage in learning to support the Trustee role.

Trustee Childs highlighted the *Exploring Strategies for Parent and Community Engagement* workshop that Director Hahn participated in as part of the speaking panel. Other workshops were offered on the topics of Human Rights, Unconscious Bias, Equity, and Accessibility.

11.3 Trustee Community Updates

Trustee Saunders shared that she attended the Scott Young and Grandview Holiday events in December which were excellent events. At the Grandview PS celebration the School Council hosted a fantastic fundraiser.

Trustee McInerney advised that Ridgewood hosted a Family Literacy Day on January 27, 2025. Parents, grandparents, caregivers and community partners were welcome to attend. The event included a free breakfast hosted by the Lions Club, a student 'passport' for students to participate in various activity stations and collect stamps to earn prizes (books donated by a local business), a free book exchange table, vision screening, and reading sessions. It was an excellent event promoting literacy.

12. Correspondence

There was no correspondence.

13. Next meeting- Annual Organizational Meeting

Date: February 25, 2025
 Location: Lindsay Education Centre
 Time: 6:00 p.m.

14. Adjournment

Motion # 25-01-70
 Moved by Trustee Reain, seconded by Trustee Clodd,
 That the Board of Trustees do now adjourn at 7:26p.m.
 Carried.

Colleen Wilcox, Chairperson of the Board

Wes Hahn, Director of Education

Jen Andreasen, Recording Secretary



Director's Recognition for Innovation and Leadership

Innovation is the practice of developing and implementing new and relevant services or systems. Leadership is a set of behaviours used to help people align collective directions, execute strategic plans, and continually renew and improve an organization.

The Director's Recognition for Innovation and Leadership celebrates individuals in our system who have combined the characteristics of innovation and leadership to improve our system and advance the strategic direction goal of improving student learning and achievement, and fostering student and staff well-being.

Recipient: Chris Tindale, System Support Software Specialist

Nominated by: District Principal of Curriculum Services Jennifer Clark

Chris demonstrated exceptional dedication and expertise in designing and developing a data tool for K-8 literacy. This addressed an essential system need for efficiently storing and sorting literacy data, specifically the mandatory Early Reading Screening Data for K-2 students.

The tool, featuring an intuitive home landing page and data wall, empowers educators and administrators with clear, accessible information about students' reading measures and skills. This tool has greatly assisted classroom teachers, administrators, and central staff in making informed, data-driven decisions that directly contribute to improving literacy outcomes. His thoughtful integration of literacy measures with PowerSchool data also supports ongoing communication with parents and guardians.

Chris's development of the TLDSB literacy data tool supports the Strategic Directions by providing educators and administrators a tool that fosters data-informed culture across the system. Ultimately, this tool plays an integral role in advancing the system's commitment to improving literacy for every student.

Trillium Lakelands District School Board Special Education Advisory Committee Administrative Report

Date: February 7, 2025
To: Board of Trustees
Origin: Trustee Deb McInerney/ Superintendent Nikki Train
Subject: Special Education Advisory Committee (SEAC) Report
Reference: Regular Meeting of the Board – February 25, 2025

Purpose

To share an update with trustees related to the February 4, 2025 meeting of the Special Education Advisory Committee.

Context

SEAC is a statutory advisory committee that meets ten times per year, as per section 57.1(1) of the Education Act and Ontario Regulation 464/97.

The committee membership includes community partner agency representatives, community members, and trustees. The meeting is chaired by Janice Balfour, with the support of Superintendent Nikki Train and the Department of Special Education Services staff.

The purpose of the committee is to provide feedback and suggestions to Board staff regarding special education programming and initiatives for students.

Content

The Special Education Advisory Committee met on Tuesday, February 4, 2025 at the Lindsay Education Centre and the Muskoka Education Centre.

Highlights from this meeting:

- Kindergarten registration is now open and schools are gathering information for new students with special needs as registrations are received.
- Transition planning for Grade 8 students with special education needs is underway to allow time to prepare for their transition to secondary school.
- Additional time has been added for special education resource teachers (SERT) to focus on early reading interventions to target schools with the greatest needs.
- The psychoeducational assessment team will be providing professional learning on the topic of learning disabilities to assist with IEP writing for math, as provincial assessment results show that TLDSB secondary students with learning disabilities are struggling with math.
- The behavioural intervention resource team is creating guidance documents for teachers on scenarios and topics concerning students with high needs, to provide learning resources that are easily accessible (for example, elopement). The guidance documents will provide direction and strategies to further support students with high needs.

- Staff from various teaching roles will be participating in virtual training courses which provide learning around students with attention deficit hyperactivity disorder (ADHD) and students with autism spectrum disorder (ASD).

The January 7, 2025 minutes that were approved at this meeting are attached. The minutes from the March 4, 2025 meeting will be posted on the TLDSB Committees website following ratifications at the next committee meeting.

Action

Recommendation that Trustees receive the report related to the February 4, 2025 Special Education Advisory Committee meeting.



Special Education Advisory Committee Minutes

Date: January 7, 2025
 Location: Lindsay Education Centre | Muskoka Education Centre
 Time: 5:00 p.m.

1. Call to order

Chair J. Balfour called roll and confirmed that a quorum was present.

2. Student Voice Video - World Braille Day

A video was shared featuring students celebrating World Braille Day and teaching about Braille. M. Lefler shared some additional details about the experiences of the student presenters.

3. Approval of agenda

Moved by D. McNerney, seconded by D. Callan that the agenda be approved.
 Carried.

4. Committee action items

4.1 Approval of the minutes of the November 5, 2024, meeting

Moved by B. Reain, seconded by D. McNerney that the minutes dated November 5, 2024 be approved.
 Carried.

5. Administrative updates

5.1 System updates

N. Train shared the following updates:

- Data on the types of exceptionalities represented across the Board was shared, along with secondary EQAO exemption rates and number of students with IEPs.
- Report card writing and IEPs reviews are taking place, as well as mid-year assessments and mock.
- The Board has introduced area zoning to localize transportation cancellations on inclement weather days. Additionally, to mitigate learning loss, schools have created

plans to proactively support meaningful learning on inclement weather days for those who attend, and reach out to families of students who do not attend.

5.2 Department updates

M. Lefler shared the following updates:

- A permanent communication disorders assistant has been hired, bringing the CDA team up to its full complement.
- A posting for a district manager of special education services is up. The position is intended to manage the assessment team.
- For the January 31st professional development day, educational assistant training will be focused on the practical application of supporting students with autism. Trauma-informed training will continue, with the support of the Mental Health Services team.
- Registration is open for the After Schools Skills Development Program for students with autism and interviews for the instructor and tutor positions are taking place. Once again, the Board has teamed up with LearnStyle to host a virtual coding workshop for Grades 4 to 12. Social skills learning for students in Kindergarten to Grade 2 and Grades 3 to 5 will take place through LEGO clubs and board game clubs respectively.

5.3 Presentation - Five Counties Children's Centre

D. Callan shared a presentation on the SBRS tiered intervention supports and programming offered through Five Counties Children's Centre.

6. SEAC projects

6.1 Project priorities and work plan

M. Lefler reported that the special education consultant team has been working on scripts for educational videos about universal design for learning, accommodations versus modifications, and the discontinuation of IEPs. The committee discussed the topics and offered suggestions on focus areas for the video series.

7. Other business

7.3 Association and community news

D. McInerney, who is involved with the Foods for Kids organization, reported that the recent Tim Horton's Smile Cookie Campaign resulted in a \$12,000 donation from four of the five local Tim Horton's restaurants.

S. Bullock shared that Community Living Huntsville's holiday brunch featured guest speaker, Madison Tevlin, who challenges perceptions of people with Down Syndrome. Additionally, the organization's annual Christmas drive supported 43 children. S. Bullock reported that Community Living Huntsville is speaking with Huntsville High School educational assistants about services available for students after graduation.

R. McHugh reported that Community Living Trent Highlands' Angel Tree event supported almost 200 children and adults for the holidays.

J. Balfour reported that there has been a change in the funding structure for FASD ONE, which means that the organization has been guaranteed funding until 2030. Funding frameworks that

have previously focused on early years prevention and support can now expand to look at lifespans. FASD ONE will be working with other provinces on this programming. The organization is also working with Community Living Trent Highlands to develop an FASD awareness course for early childhood educators.

8. Correspondence

8.1 Limestone District School Board letter to L. Lacroix, OCT

The committee reviewed the letter from Limestone District School Board regarding the current state of special education teacher training at Ontario's Teacher Colleges.

ACTION: J. Balfour to draft a letter to L. Lacroix in support of the Limestone District School Board letter, including information from the Board's recently gathered data from the IEP survey and Special Education Report.

9. Next meeting

Date: February 4, 2025
Location: Lindsay Education Centre | Muskoka Education Centre
Time: 5:00 p.m.

10. Adjournment

Moved by D. McInerny, the meeting was adjourned.

Trillium Lakelands District School Board Governance and Policy Committee Administrative Report

Date: February 5, 2025
To: Board of Trustees
Origin: Trustee Saunders/ Director Hahn
Subject: Governance and Policy Committee Meeting February 5, 2025
Reference: Public Board Meeting – February 25, 2025

Purpose

To provide Trustees with an overview of the February 5, 2025 Governance and Policy Committee Meeting, and to share recommendations resulting from the meeting.

Context

The Governance and Policy Committee mandate is to provide input and leadership into governance matters related to the Board and the role of the Trustee.

The Committee is also responsible for the development and review of Board policies, and for advancing recommendations for new policies or for updates or changes to policies to the Board of Trustees for ratification.

Content

At the February 5, 2025 meeting, the Governance and Policy Committee reviewed the proposed changes to existing policy.

Discussions included recommendations to rescind:

- ES-5450 Experiential Learning Policy, and,
- ES-5045 Fees for Learning Materials Policy,

And to approve recommended changes to:

- HR-4019 Criminal Records/ Vulnerable Sector Checks and Offence Declarations Policy, and,
- BD-2051 Board Roles and Responsibilities Policy.

Motions were passed by the Governance and Policy Committee to accept all of the recommendations related to the policies and to advance them to the public meeting of the Board for ratification.

The policies, with the proposed changes outlined, are attached to this report.

In addition, the Committee:

- reviewed the second draft of the new *BD-2050 Trustee attendance at Board Meetings, Standing Committee Meetings, Committee of the Whole Meetings Policy* that was developed to align with the release of *O. Reg 463/97 Electronic Meetings and Meeting Attendance*, and recommended changes and additions to the policy. The policy will undergo further review at future meetings prior to a being ratified in August 2025;
- discussed the next steps for the Board of Trustees Self-Assessment survey. All Trustees have submitted their completed surveys and the results will be tabulated in aggregate and share at the April 2025 Governance and Policy Committee Meeting.

At the meeting Committee Members approved the minutes of the January 9, 2025 Governance and Policy Committee Meeting.

The minutes from the February 5, 2025 Governance and Policy Committee meeting will be posted on the Governance and Policy Committee page on the Board's website following ratifications at the next committee meeting on April 16, 2025.

Action

Recommendation 1: that Trustees ratify the Governance and Policy Committee recommendation to rescind the ES-5450 Experiential Learning Policy.

Recommendation 2: that Trustees ratify the Governance and Policy Committee recommendation to rescind the ES-5045 Fees for Learning Materials Policy.

Recommendation 3: that Trustees ratify the Governance and Policy Committee recommendation to approve the changes to the HR-4019 Criminal Records Checks and Offence Declarations Policy, inclusive of changing the name to HR-4019 Criminal Records/ Vulnerable Sector Checks and Offence Declarations Policy.

Recommendation 4: that Trustees ratify the Governance and Policy Committee recommendation to approve the changes to the BD-2051 Board Roles and Responsibilities Policy, inclusive of changing the name to BD-2051 Roles and Responsibilities of the Board of Trustees Policy.

Recommendation 5: that Trustees receive the report related to the February 5, 2025 Governance and Policy Committee Meeting.



ES-5040 Experiential Learning Policy

Approval Date: 2021

Review Date: 2026

Purpose

Trillium Lakelands District School Board recognizes the value of a variety of learning opportunities for students in the 21st century. As such, the Board encourages and supports experiential learning because we believe it expands student opportunity, enhances student engagement and success, and cultivates and enhances community connections in TLDSB.

If you require this information in an accessible format, please contact Communications Services at info@tldsbc.on.ca.



ES-5045 Fees for Learning Materials and Activities Policy

Approval Date: 2021

Review Date: 2026

Purpose

Trillium Lakelands District School Board believes that all students are entitled to an education that ensures they achieve their full potential through the equitable and appropriate allocation of funds provided by the Ministry of Education, and further, that enhanced opportunities for all students are made available through shared responsibilities with parents, guardians, and other community resources.

If you require this information in an accessible format, please contact Communications Services at info@tldsbo.on.ca.



HR-4019 Criminal Record/Vulnerable Sector Checks and Offence Declarations Policy

Approval date: 2025

Review date: 2030

Purpose

Trillium Lakelands District School Board is responsible for providing 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 will strive to protect their intellectual, physical, mental, and emotional well-being.

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

Trillium Lakelands District School Board will not allow school access to service providers or others who have direct and/or regular contact with students:

- Who have not provided a vulnerable sector Criminal Record Check which may include a Vulnerable Sector Check, or
- Who have provided a vulnerable sector Criminal Record Check which may include a Vulnerable Sector Check which has been adjudicated and found to present an unacceptable risk to students and/or staff, or
- Who have not provided an acceptable offence Declaration Affidavit.

If you require this information in an accessible format, contact Communications Services at info@tldsbc.on.ca.



BD-2051-~~Board~~ Roles and Responsibilities of the Board of Trustees Policy

Approval date: **2025**

Review date: **2026**

1. Purpose

School Board Trustees are publicly elected officials in Ontario. Individual Trustees are accountable to the public for the collective decisions of the Board of Trustees. To support public transparency and accountability, it is important that members of the public have a fulsome understanding on the roles and responsibilities of a Trustee.

The primary role of the Trustee is centered around supporting effective board governance. Governance is the framework and process for decision-making that holds leaders responsible for modeling and exercising ethical leadership.

This policy outlines a number of specific duties and responsibilities of a Trustee and references the legislative authority and/or board policy that supports the Trustee role.

Generally, the role of the Trustee is broadly linked to one of the following:

- hiring the Director of Education and conducting annual performance appraisals,
- holding the Director of Education accountable for the goals and commitments as outlined in the Multi-Year Strategic Plan,
- ensuring financial accountability of the board as a public organization by participating in the budget process,
- assisting the public to navigate operational concerns with the appropriate staff member(s);
- attending and participating in board meetings, committee meetings and committee of the whole meetings to support public accountability and transparency related to the actions and decisions of the board.

~~The purpose of this policy is to outline the roles and responsibilities of the Board of Trustees.~~

~~Under the Education Act, locally elected school boards are responsible for operating publicly-funded schools within their jurisdiction and for the delivery of quality educational programs and services. Legal accountability for board decisions applies to the Board as a corporate entity rather than to individual Trustees.~~

2. ~~Reference and Related Documents~~

- ~~Education Act S. 169.1, S. 170, S. 171, S. 176~~
- ~~BD-2055 Advocacy Policy~~
- ~~HR-1550 Annual Evaluation of the Director of Education~~
- ~~BD-2045 Trustee Code of Ethics/Code of Conduct~~
- ~~BD-2007/2008 District School Council/Parent Involvement Committee~~
- ~~BD-2110/2111 Trustee Use of School Board Resources During Municipal and School Board Election Campaign~~
- ~~OPSBA's Guide to Governance 2018-2022~~

3. ~~Terms and Definitions~~

- ~~EDU—Ministry of Education~~
- ~~OPSBA—Ontario Public School Boards' Association~~
- ~~CODE—Council of Ontario Directors of Education~~
- ~~OPSOA—Ontario Public Supervisory Officials' Association~~
- ~~Trustee—a duly elected member of a district school board~~
- ~~Director—Director of Education~~

2. Legislated duties of Trustees

Under section 218.1 of the Education Act, a Trustee shall:

- **Carry out their responsibilities in a manner that assists the board in fulfilling its duties under the Act and the regulations and guidelines issued under the Act including but not limited to the board's duties under section 169.1**
- **Attend and participate in meetings of the board including meetings of board committees of which they are a member**
- **Consult with parents, students and supporters of the board on the board's multi-year plan under clause 169.1(1)(f)**
- **Bring concerns of parents, students and supporters of the board to the attention of the board**
- **Uphold the implementation of any board resolution after it is passed by the board**
- **Entrust the day-to-day management of the board to its staff through the board's director of education**
- **Maintain focus on student achievement and well-being**
- **Comply with the board's code of conduct.**

Trustees are required to carry out their responsibilities in a manner that assists the Board in fulfilling its duties under the Education Act. S. 169.1, S. 170, S. 171, S. 176, and S 218.1

The Ontario Public School Board Association (OPSBA) Guide to Good Governance assists with the provision of further clarity related to the role and responsibilities of Trustees.

3. General responsibilities of Trustees

Trustee responsibilities in Trillium Lakelands District School Board's major areas of responsibility are include:

3.1 ~~Accountability for~~ **Promoting** Student Achievement and well-being:

Trustees are responsible to hold the Director of Education accountable to the student achievement and well-being goals established under the Multi-Year Strategic Plan.

Trustees work as part of a cohesive team to make decisions that are in the best interest of all students under the guidance of the legislation, regulations, and policy and in line with the OPSBA Guide to Good Governance.

- ~~• Promote a culture that supports individual learning and student success;~~
- ~~• To promote student achievement and well-being;~~
- ~~• Deliver effective and appropriate education programs to our students;~~
- ~~• Make decisions that reflect Trillium Lakelands District School Board's philosophy and belief statements that all students can learn;~~
- Promote clear, consistent expectations that focus on a successful outcome for students.

3.2 Accountability to **and collaboration with** the community

Trustees are responsible for communicating the decisions of the board back to constituents, for promoting and supporting positive culture and engagement across the board, and for facilitating effective communication between board staff and parents/guardians.

As part of the Board of Trustees, individual Trustees should model and support a culture that reflects the Trustee's Code of Ethics and the Trustee/ Staff Protocol (as outlined under the Trustee Code of Conduct) and that aligns with the best practices outlined in the OPSBA Guide to Good Governance.

The Trustee role in relation to working with the community is outlined in:

- BD-2300 Communication and Collaboration with Parents/Guardians Procedure
- BD-2009 Committees for Suspension Appeals and Expulsion Hearings Policy
- BD-2007 and BD-2008 District School Council/ Parent Involvement Committee Policy and Procedure

Trustees receive feedback from staff, students, and communities through a variety of channels, including, but not limited to: email, phone calls, at meetings or through survey results.

Committee participation is another avenue through which Trustees participate in, and stay informed of the actions of the board. Trustees report on the work of board statutory and standing committees at public meetings of the board in alignment with the TLDSB By-Laws, the regulations associated with statutory committees, and the standing and statutory committee terms of reference.

Regulations specific to statutory committees for all school boards in Ontario include:

- Ontario Regulation 612/200 School Councils and Parent Involvement Committees
- Ontario Regulation 361/10 Audit Committees

- **Ontario Regulation 374/10 Supervised Alternative Learning and Other Excusals from Attendance at School**
- **Ontario Regulation 464/ 97 Special Education Advisory Committees**

Information related to committees in TLDSB can be found on the TLDSB website and in the TLDSB Organizational By-laws.

- ~~Make decisions that reflect Trillium Lakelands District School Board's mission and belief statements and multi-year plan that represent the interests of the entire Board;~~
- ~~Implement processes that provide the community with opportunities for input and response;~~
- ~~Endeavour to respond in a timely and appropriate manner;~~
- ~~Provide two-way communications between Trillium Lakelands District School Board, District School Council/Parent Involvement Committee, and School Councils;~~
- ~~Provide reports outlining Board results in accordance with provincial policy;~~
- ~~Develop Board procedures to hear appeals in accordance with appropriate statutes and Board policies;~~
- ~~Model a culture that reflects the Trustees' Code of Ethics, Code of Conduct, and Trustee/Staff Protocol.~~

3.3 ~~Director/ Board Relations~~ Overseeing the work of the Director of Education

Trustees are responsible for hiring the Director of Education, for holding the Director of Education accountable to the goals in the Multi-Year Strategic Plan, for conducting the annual performance appraisal of the Director of Education, and for working with the Director of Education in relation to board governance and planning for board meetings and meetings of committees of the board.

The Trustee role in relation to working with the Director of Education is outlined in:

- **The Education Act**
 - **Ontario Regulation 312/24 Members of School Boards- Code of Conduct**
 - **Ontario Regulation 83/24: Director of Education Performance Appraisal**
 - **BD-2045 Trustee Code of Conduct Policy**
 - **HR-1550 Director's Performance Appraisal Policy**
-
- ~~Select the Director of Education;~~
 - ~~Provide the Director with a clear job description and corporate direction;~~
 - ~~Delegate, through policy, administrative authority and responsibility subject to the provisions and restrictions of the Education Act and Regulations;~~
 - ~~Evaluate the performance of the Director of Education in the first year of service and annually thereafter. Use the Director's job description and the Board Strategic Directions (multi-year plan) as the basis for the evaluation;~~
 - ~~At least once a year at the Director's request, provide the Director with an opportunity to meet alone with the Board in an informal session;~~
 - ~~Periodically review the compensation of the Director and senior staff;~~
 - ~~Promote a positive working relationship with the Director of Education;~~
 - ~~Support the Director in the implementation of the Strategic Directions (multi-year plan).~~

3.4 Strategic Planning

Trustees are responsible for participating in the development of the TLDSB Multi-Year Strategic Plan and in engaging in the ongoing monitoring of the strategic plan via regular progress updates from the Director of Education.

The Multi-Year Strategic Plan provides an overall direction for the priorities of the board over time. The multi-year strategic plan includes a mission statement, guiding principles, goals, associated actions to assist the board to achieve the set goals, and commitments that will guide the implementation of the plan.

TLDSB's Multi-Year Strategic Plan can be accessed at tldsb.ca/strategic-plan/

- ~~Develop a multi-year plan aimed at achieving its goals;~~
- ~~Provide overall direction for Trillium Lakelands District School Board by establishing the purpose (mission), vision and belief statements;~~
- ~~Annually set priorities with outcomes (Strategic Plan);~~
- ~~Annually approve the Strategic Plan in public session for Board distribution;~~
- ~~Annually use the Strategic Plan to drive the budget process;~~
- ~~Annually evaluate the effectiveness of Trillium Lakelands District School Board in relation to the Strategic Plan;~~
- ~~Monitor progress toward the improvement of student learning and success.~~

3.5 Fiscal responsibility and effective stewardship of the board's resources

Trustees are responsible for effective stewardship of the board's resources and for ensuring that the board budget supports the goals as outlined in the Multi-Year Strategic Plan.

Trustees are engaged in board fiscal processes through participation in committees where budget is being discussed and established, and by passing the annual board budget via board motion.

Trustees are also responsible for ratifying Memoranda of Agreements with bargaining units and non-union groups under the Collective Bargaining Act. OPSBA represents all Trustees on the Central Bargaining Committee in the province.

Information related to the role of the Trustee regarding board finances can be found in:

- The Education Act
 - School Boards Collective Bargaining Act
 - Ontario Regulation 361/10 Audit Committees
 - Ontario Regulation 312/24 Members of School Boards- Code of Conduct
 - TLDSB Organizational By-laws
 - BD-2045 Trustee Code of Conduct
 - TLDSB Audit Committee Terms of Reference
 - TLDSB Finance and Administration Committee Terms of Reference
-
- ~~Ensure effective stewardship of the Board's resources;~~
 - ~~Develop a budget review process to help determine annual resource allocations (Use the Strategic Plan and other provincial and local directions);~~

- ~~Annually approve the budget to ensure that the financial resources are allocated to achieve the desired results;~~
- ~~Approve as per legislation all capital plans and other planning documents that will drive budget decisions;~~
- ~~Have in place an Audit Committee or alternative structure to ensure that Trillium Lakelands District School Board is in compliance with the provincial regulations and that the Board has in place, appropriate accountability processes;~~
- ~~Ratify Memoranda of Agreements with all bargaining units and non-union groups; Be available to participate as a member of board negotiating committees during collective bargaining periods.~~

3.6 Monitoring compliance in relation to the Education Act, Regulations, and Policy

Trustees are responsible for monitoring the Director of Education and to self-monitor the Board of Trustees in relation to compliance with all education-related provincial legislation and regulations.

Trustees are also responsible holding the Director of Education accountable to adhering to all TLDSB policies. All TLDSB are published publicly and can be accessed at: tldsb.ca/policies

Furthermore, in addition to all other TLDSB policies and procedures referenced in this document, Trustees are responsible to self-monitor compliance with the following general TLDSB policies and procedures:

- **Code of Conduct Policy and Procedure (applies to all individuals in the school community)**
- **Appropriate Use of Technology and Technology Services Policy and Procedure (applies to all individuals accessing TLDSB technology)**
- **Corporate Credit Cards Policy and Procedure**
- **Criminal Records Check/ Vulnerable Sector Check Policy and Procedure**
- **Duty to Report Children in Need of Protection Policy and Procedure**
- **Naming of Schools Policy and Procedure**
- **Policy Development Policy and Procedure**
- **Privacy Information Management and Access to Information Policy and Procedure**

Trustees are also responsible to self-monitor in relation to the following TLDSB policies and procedures that are specific to Trustees:

- **Organizational By-laws;**
- **HR-4550 Annual Evaluation of the Director of Education Policy**
- **BD-2055 Advocacy Policy**
- **BD-2045 Trustee Code of Conduct Policy**
- **BD-2001 Reimbursement of Trustee Expenses Policy**
- **BD-2015 Trustee Attendance Conferences and Seminars Policy**
- **BD-1999 Trustee Honoraria Policy**
- **BD-2010 Trustee Associations Policy**
- **BD-2110 Trustee Use of Resources During and Election Policy**
- **BD-2005 Student Representation on the Board Policy**

~~Accountability to the Provincial Government~~

- ~~• Act in accordance with the Education Act and Regulations, and other statutory requirements to ensure the implementation of provincial and education standards and policies;~~
- ~~• Perform Trillium Lakelands District School Board functions required by provincial legislation and board policy;~~
- ~~• Provide advice to the Ministry of Education and OPSBA regarding regional and local implications of new policy recommendations.~~

3.7 Developing, reviewing and implementing policy ~~Development, Implementation, and Review~~

Trustees work with the senior team and other relevant staff to develop policy in response to Ministry of Education Policy and Program Memorandums (PPM) or based on local priorities.

Trustees are responsible for working in collaboration with senior staff on:

- the development of new board policy
- reviewing the effectiveness of existing policy, and making amendments
- ratifying new policies and changes to existing policy via motion at a public meeting of the board,
- monitoring the implementation of policies in alignment with the board's goals as outlined in the Multi-Year Strategic Plan.

Policies reflect the commitment of the board and serve as statements of principles, values, and intent.

Policies are not operational in nature.

- ~~• Develop policies that outline how Trillium Lakelands District School Board will successfully function;~~
- ~~• Ensure that all new policies have in place a purpose statement prior to development;~~
- ~~• Approve policy statements that meet the criteria identified by Trillium Lakelands District School Board;~~
- ~~• Monitor and evaluate Board policies to ensure that they reflect the desired impact and/or purpose.~~

~~3.8 Board Development~~ **3.6 Engaging in professional development opportunities**

Trustees are responsible for engagement with the Ontario Public School Boards Association (OPSBA) to remain current and informed on changes in the education sector.

Various in-board and provincial professional development opportunities are also available to support Trustee learning and development.

The Trustee role in relation to professional development is outlined in:

- **BD-2010 Trustee Associations Policy**
- **BD-2015 Trustee Attendance at Conferences and Seminars Policy**
- **BD-2055 Advocacy Policy**

Trustee professional development is also supported via the annual Board of Trustees self-assessment process.

- ~~Annually evaluate Trillium Lakelands District School Board's effectiveness and performance;~~
- ~~Develop an annual plan for Trustee development (both collectively and individually) by increasing knowledge of:~~
 - ~~Role;~~
 - ~~Processes;~~
 - ~~Current issues;~~
- ~~Use the expertise of the Director of Education, and other provincial organizations (EDU, OPSBA, CODE, OPSOA) to~~
 - ~~help develop and support the Board's Strategic Directions (multi-~~
 - ~~year plan).~~

4.9 Advocacy

- ~~See TLDSB Advocacy Policy BD-2055~~

4.10 Recognition

- ~~Develop mechanisms to ensure that Trillium Lakelands District School Board recognizes students and student learning and success;~~
- ~~Develop mechanisms to ensure that Trillium Lakelands District School Board recognizes staff and staff achievements;~~
- ~~Develop mechanisms to ensure that Trillium Lakelands District School Board recognizes the contribution of community members and volunteers.~~

If you require this information in an accessible format, contact Communications Services at info@tlds.on.ca.

Trillium Lakelands District School Board

District School Council - Parent Involvement Committee

Administrative Report

Date: February 7, 2025
To: Board of Trustees
Origin: Trustee Louise Clodd / Superintendent Jennifer Johnston
Subject: DSC-PIC February 6, 2025 Meeting
Reference: Board Meeting - February 25, 2025

Purpose

To provide an overview to Trustees of the District School Council - Parent Involvement Committee (DSC-PIC) and a summary of the meeting that occurred on February 6, 2025.

Context

All school boards in Ontario are required to have a parent involvement committee (PIC). The PIC is formed to encourage parent involvement in support of student achievement, equity and well being. It operates as a direct link between parents and a board's director of education and trustees.

Four times a year, all TLDSB school council chairs are invited to attend the District School Council - Parent Involvement Committee (DSC-PIC) meeting to learn about current initiatives and support for students as well as to share best practices and ask questions of one another. All TLDSB schools are invited to send at least one representative from their school council at these meetings.

Content

The second DSC-PIC meeting of the school year was held on February 6, 2025 at the Muskoka Education Centre and virtually. There were 39 attendees, including school council representatives, TLDSB staff, and trustees.

The meeting included the Director of Education's update, as well as presentations on Indigenous education and upcoming events and activities taking place across the system. The following topics were also discussed:

- Funding opportunities available to school councils.
- Legislation surrounding school council terms and membership.
- Clarifications regarding the use of SchoolCash Online versus etransfer.
- Sourcing Canadian resources and supporting local businesses.
- Lottery licensing and Board charity clarifications in relation to school council fundraising.

The minutes of the February 6, 2025 meeting will be shared on the DSC-PIC page on the Board's website.

Action

Recommendation that Trustees receive the report related to the February 6, 2025 meeting of the District School Council - Parent Involvement Committee.

Trillium Lakelands District School Board

Program and Planning Committee Administrative Report

Date: February 13, 2025
To: Board of Trustees
Origin: Trustee Bruce Reain/ Superintendent Jay MacJanet
Subject: Program and Planning Committee Meeting - February 11, 2025
Reference: Board Meeting - February 25, 2025

Purpose

To share a summary with Trustees related to the February 11, 2025 Program and Planning Committee Meeting.

Context

The Program and Planning Committee is a standing Committee that meets 4 times per year per TLDSB By-law 15: *Board Committees*. The purpose of TLDSB's Program and Planning Committee is to receive information related to curriculum programs and initiatives to ensure alignment with the Board's Strategic Plan goals. Committee membership is composed of Trustees, and the committee is supported by Curriculum Services staff and Senior staff.

Content

The third Committee Meeting occurred on February 11, 2025 at the Muskoka Education Centre. Program and Planning Committee Members Trustees Reain, Wilcox, Bradley, McAlpine and Brohman attended the meeting either in person or via electronic means. Vice-Chair of the Board Childs and Director Hahn were also present. Superintendent MacJanet and Executive Assistant Cheryl Evans were in attendance as support staff.

The minutes from the October 15, 2024 meeting were approved and will be posted on the TLDSB Committees website.

Superintendent MacJanet provided the Committee a transition planning update related to the grades 4-6 French Immersion program move from Leslie Frost Public School to Central Senior School effective September 2025.

Next Superintendent MacJanet shared an Elementary Curriculum presentation highlighting:

- Early Reading Screening (ERS) Data from the first collection of the school year
- Recommended Technology Usage for K-8 Students recently shared with all K-8 administrators and staff
- Better Together Arts Showcase
- *The truth about reading** Film Series

Action

Recommendation that Trustees receive the report related to the February 11, 2025 meeting of the Program and Planning Committee.

Trillium Lakelands District School Board Finance and Administration Committee Report

Date: February 25, 2025
To: Board of Trustees
Origin: Trustee Tim McAlpine / Superintendent Tim Ellis
Subject: Finance and Administration Committee Meeting – February 12, 2025

Purpose

To provide Trustees with a summary of the February 12, 2025, Finance and Administration Committee meeting.

Context

The Finance and Administration Committee Meeting is a Standing Committee. Five Trustees sit on the Committee. The term of the Committee is one year; for 2024-2025 Trustees McAlpine (Committee Chair), Brohman, Childs, McAlpine, and Saunders serve as members of the Committee. Meetings are held four times each year to review administration and financial matters and make recommendations to the Board where necessary.

Content

The Committee meeting was held in hybrid delivery (in person at MEC and online through Google Meet) on Wednesday, February 12, 2025, at 1:00 p.m.

Informational and verbal reports were presented to the Finance and Administration Committee

The following verbal reports were shared:

- 2025/2026 Budget Process
- Accumulated Surplus

The following written informational reports were discussed and are attached for reference:

- Supplementary Spending Plan for 2025
- Capital Renewal Projects
- Portable Inventory
- Child Care Services and Community Use of Facilities
- Midyear Transportation Department Update

The Committee also passed a resolution approving the first quarter (Q1) financial report (report attached for reference)

Action

Recommendation that Trustees receive the report related to the February 12, 2025, Finance and Administration Committee Meeting.

Trillium Lakelands District School Board Finance and Administration Committee Report

Date: February 12, 2025
To: Finance and Administration Committee Members
Origin: Superintendent of Business
Subject: First Quarter Report of 2024/25 (Q1)

Purpose

To provide the Committee with an overview of the Board's First Quarter (Q1) performance up to November 30, 2024, of the 24/25 school year. This is for the months of September, October and November of the school year.

Context

The Finance Department monitors annual spending by departments throughout the school board and prepares summaries every quarter.

Content

The first quarter report as of November 30, 2024, reflects year-to-date expenditures of just over \$74 million dollars or approximately 28% of the budget expenses for the year. This is approximately a 3% increase over Q1 in 2023/24.

Three items to note are the expenditures to date related to *Early Childhood Educator Supply Staff*, *School Based Technology* and *Other* facilities expenditures.

Expenditures are at 54% for *Early Childhood Educator Supply Staff* due to absenteeism by that group of employees in the first quarter. Expenditures are at 73% for *School Based Technology* as the department spends most of the budgeted funds in the first quarter on technology for the school year.

The *Other* line item under Facilities is at 100% and reflects premiums spent related to insurances. At the end of each year, the Board's insurance provider does a reconciliation and reimbursement of fees to the board, which is reflected in this line item at Q4, typically lowering this amount.

Appendix A – Enrolment
Appendix B – Revenue Summary
Appendix C – Quarterly Expense Report
Appendix D – Financial Summary
Appendix E – FTE Summary

Action

That the Finance and Administration Committee approves the 2024-2025 first quarter (Q1) report as presented on February 12, 2025.

Board Enrolment Summary

	2024-25			2023-24
	Revised Estimates	Enrolment used for Budget	Variance	Final Enrolment
<u>Elementary</u>				
JK / SK	2,210	2,218	(8)	2,241
Grades 1 to 3	3,661	3,663	(2)	3,698
Grades 4 to 8	6,052	6,108	(56)	5,932
Other Pupils	18	24	(6)	23
Total Elementary	11,941	12,013	(72)	11,894
<u>Secondary</u>				
Day school 9 to 12	5,034	5,035	(1)	5,001
Independent Study	460	460	-	496
Other Pupils	35	22	13	32
Total Secondary	5,529	5,517	12	5,529
Total K to 12 Enrolment	17,470	17,530	(60)	17,423
Adult Ed, Con-ed, High Credits	151	211	(59)	169

Revenue Summary	Revised Estimates 2024/25	Estimates used for 2024/25 Budget	Variance Revised Estimates to Estimates	2023/24 Financial Statements	% Change from Prior Year Actuals
Operating Allocations					
Classroom Staffing Fund	126,895,570	119,427,099	7,468,471		0.00%
CSF - Per Pupil Allocation	98,870,126	90,742,871	8,127,255		0.00%
Language Classroom Staffing Allocation	2,538,310	2,196,851	341,459		0.00%
Local Circumstances Staffing Allocation	23,355,286	24,535,374	(1,180,088)		0.00%
Indigenous Education Classroom Staffing Allocation	54,546	28,521	26,025		0.00%
Supplementary Staffing Allocation	2,077,302	1,923,482	153,820		0.00%
Learning Resources Fund	38,952,615	36,820,464	2,132,151		0.00%
LRF - Per Pupil Allocation	12,908,029	12,378,518	529,511		0.00%
Language Supports and Local Circumstances All	3,225,032	3,256,166	(31,134)		0.00%
Indigenous Education Supports Allocation	1,229,023	1,167,662	61,361		0.00%
Mental Health and Wellness Allocation	1,046,727	1,002,390	44,337		0.00%
Student Safety and Well-Being Allocation	531,023	512,306	18,717		0.00%
Continuing Education and Other Programs Allocation	1,032,409	1,151,200	(118,791)		0.00%
School Management Allocation	16,472,030	14,921,404	1,550,626		0.00%
Differentiated Supports Allocation	2,508,342	2,430,818	77,524		0.00%
Special Education Fund *	35,373,100	33,434,284	1,938,816		0.00%
School Facilities Fund	24,693,550	24,158,717	534,833		0.00%
Student Transportation Fund *	18,744,271	18,682,325	61,946		0.00%
School Board Administration Fund *	6,759,849	6,574,037	185,812		0.00%
Permanent financing for Non-Perm Financed	586,743	586,743	-		0.00%
Temporary Accommodation	179,368	179,368	-		0.00%
Total Allocation for Operating Purposes	252,185,066	239,863,037	12,322,029	242,697,399	1.04%
Other Operating Grants / Revenues					
Trustee Association Fee	-	-	-	41,901	-100.00%
Deferred Operating Grants from Prior Year	-	-	-	5,114,712	-100.00%
PPF/EPO Grants	2,804,443	2,244,200	560,243	3,591,437	-21.91%
MGCS - In-Kind Grant - PPE	-	-	-	486,738	-100.00%
Federal Grants & Fees	696,811	571,347	125,464	601,813	15.79%
Transportation Recovery	1,500,000	1,500,000	-	1,814,328	-17.32%
Short Term investments	200,000	200,000	-	761,995	-73.75%
Secondments & Releases	874,174	855,314	18,860	1,042,277	-16.13%
Minor Tangible Capital Assets	-	-	-	(1,230,185)	-100.00%
Other Revenue	1,331,328	1,302,573	28,755	2,284,591	-41.73%
Bill 124 - 2019/20 to 2022/23	-	-	-	19,610,363	-100.00%
PVP Accrual	-	-	-	1,832,419	-100.00%
Forecasted 2024-25 Benchmark Increase Due To Bill	-	6,652,443	(6,652,443)	-	0.00%
	7,406,756	13,325,877	(5,919,121)	35,952,389	-79.40%
Amortization of Deferred Capital Contributions	12,532,969	11,260,581	1,272,388	11,137,389	12.53%
Grant for Debt Interest	750,746	741,449	9,297	839,566	-10.58%
Deferred Revenue	1,373,060	-	1,373,060	(7,241,733)	-118.96%
Sub-total	274,248,597	265,190,944	-	283,385,010	-3.22%
Accumulated Surplus	-	-	-	-	0.00%
Total Budget	274,248,597	265,190,944	9,057,653	283,385,010	-3.22%

* Restrictions on Funding usage

Quarterly Expense Report

24/25 Revised											
Expense Category	Estimates	24/25 Budget	Committed	Expended	24/25 Total	% Expended of Budget	Projected Year End	23/24 Budget	23/24 First Quarter	% Expended of Budget	Year to Year change
Instructional											
Classroom Teachers											
Elementary	84,497,339	79,538,982		22,126,466	22,126,466	27.8%	85,245,088	76,229,379	19,524,519	25.6%	(2,601,946)
Secondary	43,714,501	40,436,326		12,560,754	12,560,754	31.1%	43,594,122	38,976,020	9,689,846	24.9%	(2,870,908)
Classroom Teachers Supply Staff	6,722,270	5,743,350		1,705,544	1,705,544	29.7%	6,669,931	5,681,466	1,330,570	23.4%	(374,975)
Teacher Assistants	15,312,792	15,364,775		4,698,759	4,698,759	30.6%	14,788,087	13,430,326	4,199,897	31.3%	(498,862)
Teacher Assistants Supply Staff	2,484,528	2,571,816		642,876	642,876	25.0%	2,507,752	1,548,057	503,654	32.5%	(139,222)
Early Childhood Educator	4,969,840	5,105,095		1,421,834	1,421,834	27.9%	4,418,624	4,301,489	1,086,360	25.3%	(335,475)
Early Childhood Educator Supply Staff	238,646	246,020		132,323	132,323	53.8%	411,219	204,892	93,097	45.4%	(39,226)
School Based Technology	184,916	184,916	1,576	139,300	140,876	75.3%	184,916	1,338,558	230,865	17.2%	91,565
Textbooks, Materials, Supplies & Equipment											
Elementary	5,756,941	4,477,303	637,502	1,609,414	2,246,916	35.9%	7,320,250	4,870,382	1,058,816	21.7%	(550,597)
Secondary	4,244,991	3,509,916	410,538	907,615	1,318,154	25.9%	4,462,422	3,529,853	677,483	19.2%	(230,132)
Professionals, Paraprofessionals & Tech	8,533,779	8,360,176	83,969	2,603,391	2,687,360	31.1%	8,824,238	6,870,661	2,125,498	30.9%	(477,893)
Library & Guidance	3,358,143	3,351,808		1,064,650	1,064,650	31.8%	3,452,258	3,201,661	879,114	27.5%	(185,536)
Staff Development	1,758,079	1,635,285	11,573	478,463	490,036	29.3%	1,594,876	593,414	486,907	82.1%	8,444
Department Heads	303,004	303,004		84,945	84,945	28.0%	276,072	271,940	67,738	24.9%	(17,207)
Coordinators & Consultants	3,862,430	3,669,767		1,032,897	1,032,897	28.1%	3,817,914	5,057,364	973,550	19.3%	(59,347)
Principals and Vice-Principals	10,986,274	10,050,155	4,212	2,741,894	2,746,106	27.3%	10,789,178	10,135,014	2,666,302	26.3%	(75,592)
School Office - Admin & Supplies	5,887,152	5,797,937	3,943	1,745,647	1,749,590	30.1%	5,397,191	5,329,586	1,639,509	30.8%	(106,138)
Continuing Education	1,561,648	1,381,431	16,754	284,487	301,242	20.6%	1,603,297	1,264,046	166,221	13.1%	(118,266)
Total Instructional	204,377,273	191,728,062	1,170,068	55,981,260	57,151,329	29.2%	205,357,434	182,834,108	47,399,947	25.9%	(8,581,313)
Non- Instructional											
Transportation	20,243,737	20,212,509	1,226	5,437,911	5,439,137	26.9%	19,823,609	19,439,102	5,290,483	27.2%	(147,428)
Amortization	13,362,000	12,092,700		3,340,519	3,340,519	27.6%	13,362,000	11,748,510	3,007,978	25.6%	(332,541)
TCA	12,776,400	11,507,700		3,194,101	3,194,101	27.8%	12,776,400	11,117,400	2,862,091	25.7%	(332,010)
ARO	585,600	585,000		146,418	146,418	25.0%	585,600	631,110	145,887	23.1%	(531)
Secondments & Releases	1,014,877	965,680		297,434	297,434	30.8%	1,014,877	981,563	263,553	0.0%	(33,880)
Long Term Debt Interest	1,337,489	1,328,192		357,006	357,006	26.9%	1,337,489	1,396,384	384,720	27.6%	27,714
IT	1,044,578	1,011,920	12,219	240,887	253,107	23.8%	940,111	-	240,887	0.0%	-
Admin & Governance	6,170,262	5,988,988	47,881	2,189,938	2,237,819	36.6%	6,587,223	6,546,196	1,507,618	23.0%	(682,320)
Tuition Commissions	109,997	62,719		-	-	0.0%	109,997	32,767		0.0%	-
PPE - In-Kind Expense		-		-	-	0.0%	-	-	(0)	0.0%	(0)
ETFO Remedy		-		-	-	0.0%	-	-	1,977	0.0%	1,977
Provision for Contingencies	2,520,684	7,727,283		-	-	0.0%	-	1,130,994		0.0%	-
Facilities											
Compensation	15,114,018	15,107,113		3,744,891	3,744,891	24.8%	15,255,041	13,960,473	3,613,846	25.9%	(131,046)
Utilities	4,865,810	4,865,810	-	414,800	414,800	8.5%	5,300,698	4,865,810	804,984	16.5%	390,184
Maintenance	1,768,400	1,768,400	154,737	533,660	688,397	30.2%	1,743,986	1,773,400	805,551	45.4%	271,891
Supplies / Equip / Veh	2,567,250	2,567,250	3,977	324,948	328,926	12.7%	2,730,659	2,604,750	335,916	12.9%	10,968
Other	485,000	485,000	49,133	485,385	534,518	100.1%	1,285,412	485,000	21,879	4.5%	(463,505)
Total Facilities	24,800,478	24,793,573	207,847	5,503,684	5,711,531	22.2%	26,315,796	23,689,433	5,582,176	23.6%	78,492
Total Non-Instructional	70,604,102	74,183,564	269,173	17,367,379	17,636,552	23.4%	69,491,101	64,964,949	16,279,393	25.1%	(940,559)
Total	274,981,375	265,911,626	1,439,241	73,348,640	74,787,881	27.6%	274,848,536	247,799,057	63,679,340	25.7%	(9,521,872)

Trillium Lakelands DSB
2024-2025 First Interim Financial Report
as of the Period Ending November 30, 2024

Estimated Financial Position

(\$Thousands)	Estimates	Revised Estimates	In-Year Change	
			\$	%
Revenue				
Operating Grants	239,863	252,185	12,322	4.9%
Other Grants Revenues	13,326	7,407	(5,919)	(79.9%)
Other	12,002	14,657	2,655	18.1%
Total Revenue	265,191	274,249	9,058	3.3%
Expenditures				
Classroom Instruction				-
Teachers	120,278	129,115	8,837	6.8%
Supply Staff	8,561	9,589	1,028	10.7%
Educational Assistants / ECE's	20,470	19,207	(1,263)	(6.6%)
Classroom Computers	185	185	(0)	(0.0%)
Textbooks and Supplies	7,987	11,783	3,795	32.2%
Professionals and Paraprofessionals	8,360	8,824	464	5.3%
Library & Guidance	3,352	3,452	100	2.9%
Staff Development	1,635	1,595	(40)	(2.5%)
Continuing Education	1,381	1,603	222	13.8%
Total Classroom	172,210	185,353	13,143	7.1%
Non-Classroom				
District Principal and Consultants	3,670	3,818	148	3.9%
Principals and Vice-Principals	10,050	10,789	739	6.8%
School Office	5,798	5,397	(401)	(7.4%)
Total Non-Classroom	19,518	20,004	486	2.4%
Other				
Board Administration	5,989	6,587	598	9.1%
Information Technology	1,012	940	(72)	(7.6%)
Transportation	20,213	19,824	(389)	(2.0%)
School Operations and Maintenance	24,794	26,316	1,522	5.8%
Amortization & Debt Repayment	13,421	14,699	1,279	8.7%
Secondments & Releases	966	1,015	49	4.8%
Other Non-Operating Expenses	7,790	110	(7,790)	(7082.0%)
Total Other	74,184	69,491	(4,802)	(7063.2%)
Total Expenditures	265,912	274,849	8,827	3.2%
In-Year Surplus (Deficit)	(721)	(600)	0	0.0%
Prior Year Accumulated Surplus (Deficit)	24,942	24,942	0	0.0%
Accumulated Surplus (Deficit)	24,221	24,342	0	0.0%

Note: Forecast based on year-to-date actuals for the month ended

Note: Numbers may not add due to rounded display

Full-Time Equivalent Staffing Summary	2024/2025	2024/2025	2023/2024	RES to EST	Year to Year
	Revised Estimates	Estimates	Estimates	Increase / (Decrease)	Increase / (Decrease)
Curriculum					
Elementary					
Principals & vice-principals	47.90	48.40	48.90	(0.50)	(0.50)
Classroom teachers	616.20	608.90	600.70	7.30	8.20
Instructional leads	12.00	12.00	8.00	-	4.00
Early childhood educators	79.00	79.00	75.00	-	4.00
Secretaries	53.49	51.98	50.80	1.50	1.19
Library clerks	11.46	13.56	14.70	(2.10)	(1.14)
Secondary					
Principals & vice-principals	16.99	16.99	16.84	(0.00)	0.16
Classroom teachers	275.35	271.50	261.66	3.85	9.84
Library teachers	8.67	8.67	8.67	-	-
Guidance teachers	13.50	13.50	12.67	-	0.83
Adult education teachers	14.00	14.00	15.83	-	(1.83)
VLC teachers	29.17	28.00	27.17	1.17	0.83
Dual Credit Counsellor	2.00	2.00	1.00	-	1.00
Secretaries	27.50	26.50	28.00	1.00	(1.50)
REAL program officer	1.00	1.00	1.00	-	-
Consultants	12.00	12.00	24.00	-	(12.00)
District Principal	1.00	1.00	1.00	-	-
Special Education					
Elementary					
Special education teachers	18.00	18.00	16.80	-	1.20
Resource teachers	52.40	52.40	52.40	-	-
Enhanced resource teachers	-	-	1.20	-	(1.20)
CTCC / ECPP teachers	2.00	2.00	2.00	-	-
Itinerant teacher	3.00	3.00	3.60	-	(0.60)
Blind resource teacher	1.00	1.00	1.00	-	-
Deaf resource teacher	1.00	1.00	1.00	-	-
Educational assistants	205.35	204.35	192.95	1.00	11.40
Transitional educational assistants	20.00	20.00	20.00	-	-
Secondary					
Special education department heads	6.00	7.00	7.00	(1.00)	-
Special education teachers	16.67	15.67	15.33	1.00	0.34
Enhanced resource teachers	-	-	3.17	-	(3.17)
Communication teachers	-	-	1.33	-	(1.33)
Transition navigators	0.85	1.25	-	(0.40)	1.25
Educational assistants	35.00	36.00	41.75	(1.00)	(5.75)
CTCC / ECPP teachers	3.00	3.00	3.00	-	-
Senior manager	-	-	1.00	-	(1.00)
District Principal	1.00	1.00	1.00	-	-
Consultants	5.00	5.00	5.00	-	-
Intervention Teachers	2.00	2.00	5.00	-	(3.00)
NTIP Teachers	2.00	2.00	-	-	2.00
Intervention EA's	-	-	4.00	-	(4.00)
Psychometrists	5.00	5.00	5.40	-	(0.40)
Communicative disorders assistants	4.00	4.00	4.00	-	-
Speech pathologists	4.00	4.00	4.00	-	-
Itinerant EA's	7.00	7.00	7.00	-	-
Technicians	1.00			1.00	-
Clerks	1.00	2.00	2.00	(1.00)	-
Indigenous Education					
Indigenous Consultant	1.00	1.00	1.00	-	-
Indigenous Teachers	2.00	2.00	2.00	-	-
Indigenous EA's	2.00	2.00	2.00	-	-
Indigenous MHC	0.50	1.00	1.00	(0.50)	-
Mental Health and Safe Schools					
District Manager	1.00	1.00	-	-	1.00
District Principal	-	-	1.00	-	(1.00)
Student service workers	15.00	15.00	16.00	-	(1.00)
Suspension/Expulsion Teachers	2.00	2.00	3.00	-	(1.00)
Continuing Education					
Principal	1.00	1.00	1.00	-	-
Supervisor	1.00	1.00	1.00	-	-
Secretary	1.00	1.00	1.00	-	-
Technicians	2.00	2.00	2.00	-	-
Technology Services					
Senior manager	1.00	1.00	1.00	-	-
Managers / supervisors	5.00	5.00	5.00	-	-
Technicians	16.00	16.00	16.00	-	-
Administrative assistant	1.00	1.00	1.00	-	-
Facility Services					
Senior manager	1.00	1.00	1.00	-	-
Managers	3.00	3.00	3.00	-	-
Maintenance	13.00	13.00	13.00	-	-
Custodial supervisors	8.00	8.00	8.00	-	-
Custodians - secondary	54.56	55.69	55.69	(1.13)	-
Custodians - elementary	89.63	88.44	88.94	1.19	(0.50)
Custodians - administrative buildings	2.25	2.25	2.25	-	-
Administrative assistants	3.00	3.00	3.00	-	-
Board Administration					
Trustees	9.00	9.00	9.00	-	-
Director of education	1.00	1.00	1.00	-	-
Superintendents	6.00	6.00	6.00	0.00	-
Associate Superintendent	1.00	1.00	1.00	-	-
Communications manager	1.00	1.00	1.00	-	-
Executive assistants	8.00	8.00	8.00	-	-
Communication officer	1.00	1.00	1.00	-	-
Communication services clerk	1.00	1.00	1.00	-	-
Research analyst	1.00	1.00	1.00	-	-
Human Resources Services					
Senior manager	1.00	1.00	1.00	-	-
District Principal	1.00	1.00	1.00	-	-
Officers	9.00	8.00	8.00	1.00	-
Clerks	2.00	2.00	2.00	-	-
Administrative assistants	2.00	3.00	3.00	(1.00)	-
Business Services					
Senior manager	1.00	1.00	1.00	-	-
Managers	3.00	3.00	3.00	-	-
Assistant supervisors	4.00	4.00	4.00	-	-
Clerks	10.00	10.00	10.00	-	-
Transportation					
Managers	2.00	2.00	2.00	-	-
Clerks	3.00	3.00	3.00	-	-
Total funded through Core Education Funding					
	1,910.43	1,899.05	1,892.73	11.38	6.32
Secondments					
	1.00	1.00	1.00	-	-
Federation Release					
	6.60	6.60	7.60	-	(1.00)
Total full-time equivalents					
	1,918.03	1,906.65	1,901.33	11.38	5.32

Trillium Lakelands District School Board Finance and Administration Committee Report

Date: February 12, 2025
To: Finance and Administration Committee Members
Origin: Superintendent of Business
Subject: Supplemental Spending Plan for 2025

Purpose

To provide the Committee with information related to supplemental spending in 2025.

Context

A supplemental spending plan was created by the Superintendent of Business with the support of the Director of Education to authorize in year spending by departments should the Board have a financial surplus during the school year.

Content

The attached chart shows a list of items that the Director and Superintendent of Business may authorize additional spending on during the year; should the Board continue in a financial surplus position for the 2024-2025 school year.

The second portion of the chart shows items which have already been authorized by the Director and Superintendent of Business to help support system needs for the current year.

Line items in this chart are not a continued expense. Should senior team want to continue financial support of these expenditures, a request needs to be made through the normal budget process.

Supplementary Expenditure Priority List

(No particular order)

Item	Initial Value	One time / On-going
Smart board replacement	100,000	On-going
Trade Technology Refresh	100,000	On-going
Outdoor Education (Facility)	250,000	One Time
Outdoor Education (Equipment)	125,000	One Time
Server Refresh	250,000	One Time
School Budgets	125,000	One Time
LEC renovation	350,000	One Time
Central Senior work	250,000	One Time
Com Tech refresh	100,000	One Time
Classroom Furniture Refresh	100,000	On-going
	<u>1,750,000</u>	

Musical Instruments - TBD (added at Finance Mtg)

Additional Expenditures Approved

Item	Value	Funding Source
Nutrition	20,000	CORE ED Funded
Attendance Support	80,000	CORE ED Funded
Tutoring Supports	111,500	Deferred Revenues
Special Education Staffing	118,000	Deferred Revenues
Secondary Trade Technology	336,000	Deferred Revenues
	<u>665,500</u>	

Trillium Lakelands District School Board Finance and Administration Committee Report

Date: February 12, 2025
To: Finance and Administration Committee Members
Origin: Superintendent of Business
Subject: Capital Renewal Projects – Summer 2025

Purpose

To provide a summary of the 2025 Summer Renewal Projects.

Context

Each year, school boards are allocated money for renewing capital assets at schools and other board facilities. A capital renewal program is prepared outlining the project plan. The capital renewal program often includes multiple years to help with resource planning and financial allocations. These projects are typically carried out during the summer months, when students and staff are not in the facilities.

Content

In the summer of 2025, various projects are planned, valuing approximately \$14.5 million. On top of physical construction projects, two major studies will take place at all schools to review the condition of roofs and electrical systems.

In 2024, 23 elementary schools and one secondary school had new LED lighting systems installed. In 2025, lighting projects will continue at schools.

In 2024, electrical car charging stations were put into the Board offices. This year, money has been earmarked for three new sites at secondary schools.

Site specific projects include an accessible student teaching kitchen at Bracebridge Muskoka Lakes Secondary School, sawdust collector safety platform at Gravenhurst High School, drinking water protection system at Bracebridge Public School, universal washroom at Fenelon Township Public School, community kitchen renewal at Gravenhurst Public School and basketball backstop lowering system installation at JD Hodgson Elementary School; to name a few.

Additional projects include locker replacements, HVAC system updates and equipment replacements, roller shade installations, washroom renewals and various outdoor space projects such as repaving walkways and parking lots, replacing accessible ramps and replacing or installing new fencing.

Appendix A – Capital Renewal Projects – Summer 2025

For an accessible version of this appendix, please contact Communication Services at info@tlds.on.ca.

Renewal Plan Priorities

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Factors affecting and Guiding Principles for the development of the Annual Facility Renewal List.

Health and Safety	Functional, Structural or Finish issue exists which has the potential to impact the health and safety of staff and/or students whether acute or chronic in nature. Fire Alarm, Lintels, Asbestos (Friable), etc.
Building Environment	Building elements or systems combine to create the learning environment and have a finite life cycle which once reached often require replacement rather than repair.
Building Envelope	Roof, Masonry or Siding and Doors and Windows.
Heating/Cooling	Boiler Plant or Air Conditioning System along with accessories (pumps, controls etc.) combine to provide desired temperature ranges comfortable for the majority of staff and students.
Ventilation	Essential for good indoor air quality.
Plumbing	Fixtures (Toilets, Sinks etc.), Septic Systems and Potable (Drinking).
Electrical	Service for building and distribution within.
Finishes	Flooring, Ceiling and Wall Finish (Paint).
Accessories	Millwork, Casework, Whiteboards, Tackboards
Green Projects and Energy Savings	LED Lighting inside and outside offer tremendous savings opportunities along with upgrading light levels to enhance learning spaces. Temperature Control and Setback of HVAC Systems ensure optimum building operation when required. Water Saving Fixtures (Toilets, Urinals, Faucets, Bottle Filling and Drinking Fountains).
Accessibility	Legislation requires that all staff, students and visitors may access most areas of the building and entry is to be through a Main Entrance to the facility. Elevators or Lifts, Door Operators, Widening of openings and aiseways. Visual markers delineating structures or obstructions (door mullions) to aid users to move throughout facility with ease. Universal Washrooms provide user friendly space to allow persons with mobility issues independence, privacy, functionality and assistance if required.
Code Compliance	Updates to Codes: Ontario Fire Code, Clean Water Regulation and Health & Safety Regulation(s) (Confined Space, Working at Heights) obligate board to correct non-compliant building systems or elements when opportunity arises.
Program	Program delivery and variety often mean updates to different elements of teaching space as required (i.e. Media Studies, Computer Modelling, Integrated Technology Program).
Curb Appeal	Facility should be welcoming and appealing, attracting parents and students. Landscaping elements such as soft (grasses, plantings) or hard (sidewalks, paving, structures) combine with lighting and signage to enhance appearance.
Inclusiveness	Whether for Special Education, Gender or Cultural spaces created to enhance school experience.

Other considerations include potential School Consolidation Review Studies and Facility Condition Index. Standardization of building components is considered, reducing the variety of spares required.

Every fall a review of each site is made by selected Facilities Services Department managers allowing Principal Input.

System wide evaluation of all buildings comparing elements requested is made with a focus on primarily fifteen buildings receiving enhanced upgrades.

SCHOOL	DESCRIPTION	Item Priority			ESTIMATION
ELEMENTARY PANEL					
Alexandra PS	Boiler Replacement-Controls Upgrade	BE	GP		\$ 500,000.00
	Drinking Fountain Replacement-Bottle Filling Stations	BE	GP	A	\$ 10,000.00
	Yard Fencing Replacement	CA	HS		\$ 50,000.00
	Window Blinds for Newly Activated Classrooms	BE	HS		\$ 10,000.00
Archie Stouffer E.S.	Heating Valves switched from Air to Digital Control	BE	GP		\$ 250,000.00
	Locker Replacement (New or Coat Hooks-Grade Dep't)	BE			\$ 100,000.00
	Front Entrance Upgrades (Lighting, Signage etc.)	CA	HS		\$ 12,500.00
Bobcaygeon P.S.	Staff Washroom	BE			\$ 75,000.00
	Heating Valve Control Station Replaced	BE	GP		\$ 10,000.00
	Door Replacement Completion	BE	GP	A	\$ 500,000.00
Bracebridge P.S.	Backflow Prevention (Drinking Water Protection)	BE	HS		\$ 15,000.00
	HVAC Control Upgrades (Air to Digital Control)	BE	GP		\$ 50,000.00
	FOB Access-Additonal	HS	A		\$ 10,000.00
Cardiff E.S.	Office Renewal	BE	CA		\$ 150,000.00
	Washroom Exhaust Installation	BE	GP		\$ 10,000.00
	Yard Fencing Replacement	CA	HS		\$ 35,000.00
Central Senior P.S.	Yard Fencing New/Relocation	CA	HS		\$ 20,000.00
	North Parking Lot Paving	CA			\$ 100,000.00
	Site Upgrades (Playground)	CA			\$ 150,000.00
Dr. George Hall P.S.	Door Replacements	BE	GP	A	\$ 750,000.00
	Septic System Replacement-Study	BE	GP	CC	\$ 50,000.00
	Oil System Impact Study	GP	HS	CC	\$ 50,000.00
	Roller Shades Throughout	BE	GP	CA	\$ 35,000.00
	Water System, Counters, Faucets in all rooms	BE	GP	A	\$ 90,000.00
Dunsford District E.S.	Water System Improvements	BE	GP		\$ 20,000.00
	Painting-Various	BE	CA		\$ 10,000.00
Fenelon Township P.S.	Universal Washroom	BE	A	CC	\$ 250,000.00
Glen Orchard	Masonry Repairs	BE	GP	CA	\$ 10,000.00
	Elevator Upgrades	BE	A	CC	\$ 10,000.00
	FOB Access-Additonal	HS	A		\$ 10,000.00
Grandview P.S.	Windows-Original School	BE	GP	CA	\$ 500,000.00
	Washroom Renewal-South End	BE	A	CC	\$ 50,000.00
Gravenhurst P.S.	Community Kitchen Renewal	BE	CA		\$ 150,000.00
	Parking Lot Addition	CA	CC		\$ 450,000.00
	Gym Foyer Floor Replacement	BE			\$ 10,000.00
Honey Harbour P.S.	Interior Wood Doors Replaced with Steel	BE	A	CC	\$ 50,000.00
	Drainage Improvements	CA			\$ 10,000.00
Huntsville P.S.	Entry Camera & Buzzer	BE	CA	A	\$ 15,000.00
	Painting-Various	BE	CA		\$ 10,000.00
Irwin Memorial P.S.	FOB Access-Additonal	HS	A		\$ 10,000.00
	Bell System Replacement	BE	A		\$ 50,000.00
J.D. Hodgson E.S.	Teacher Workroom Millwork	BE			\$ 25,000.00
	Pumphouse Improviements	BE	GP		\$ 10,000.00
	Basketball Backstop Lowering	BE	A		\$ 10,000.00
Jack Callaghan P.S.	Wheelchair Ramp	BE	A		\$ 20,000.00
	Painting-Various	BE	CA		\$ 10,000.00
King Albert P.S.	Wall Mounted Fans-Air Circulation	BE	GP		\$ 10,000.00
KP Manson P.S.	Replace Rooftop Unit	BE	GP		\$ 30,000.00
	Boiler Replacement-Controls Upgrade	BE	GP		\$ 150,000.00
Lady MacKenzie P.S.	Washroom Upgrades-Phase 1	BE	A	CC	\$ 300,000.00
	Roller Shades Throughout	BE	GP	CA	\$ 40,000.00
	Water System Improvements	BE	GP		\$ 25,000.00
Langton P.S.	Door Replacements	BE	GP	A	\$ 750,000.00
	Foundation Wall Repairs	BE	GP		\$ 10,000.00
	Painting-Various	BE	CA		\$ 10,000.00
Leslie Frost P.S.	Walkway Repaving	HS	A		\$ 50,000.00
	Painting-Various	BE	CA		\$ 10,000.00
Macaulay P.S.	HVAC Control Upgrades (Air to Digital Control)	BE	GP		\$ 200,000.00
	Elevator Upgrades	BE	A	CC	\$ 350,000.00
Mariposa E.S.	Door Replacement Completion	BE	GP	A	\$ 100,000.00
	Yard Fencing New/Relocation	CA	HS		\$ 30,000.00
Monck P.S.	Replace Rooftop Units	BE	GP		\$ 75,000.00
	FOB Access-Additionals	HS	A		\$ 20,000.00
Muskoka-Beechgrove P.S.	Wallboard Repairs/Replacement	BE	CA		\$ 10,000.00
	Painting-Various	BE	CA		\$ 10,000.00
Muskoka Falls P.S.	Entry Camera & Buzzer	BE	CA	A	\$ 15,000.00
Parkview P.S.	Drainage Improvements	CA			\$ 10,000.00
Pine Glen P.S.	HVAC Unit Replacement-Engineering Study	BE	GP		\$ 25,000.00
	FOB Access-Additionals	HS	A		\$ 10,000.00
	Gym Floor Line Painting	BE	CA		\$ 10,000.00

SCHOOL	DESCRIPTION	Item Priority			ESTIMATION
Queen Victoria P.S.	Boiler Replacement-Controls Upgrade	BE	GP		\$ 500,000.00
	Masonry Repairs	BE	GP	CA	\$ 20,000.00
Ridgewood P.S.	Door Replacements	BE	GP	A	\$ 500,000.00
Riverside P.S.	Painting-Various	BE	CA		\$ 10,000.00
	Septic System Replacement-Study	BE	GP	CC	\$ 15,000.00
	Parking Lot Sidewalk	HS	A		\$ 25,000.00
Rolling Hills P.S.	Door Replacements	BE	GP	CA	\$ 625,000.00
Scott Young PS	Parking Lot Completion	CA	HS		\$ 85,000.00
	Roller Shades Throughout	BE	GP	CA	\$ 40,000.00
Spruce Glen P.S.	Door Replacements	BE	GP	A	\$ 525,000.00
	Library Pit Removal	BE	HS	CC	\$ 75,000.00
Stuart W. Baker E.S.	HRV-Safe Access	BE	HS	CC	\$ 20,000.00
	Flooring-Various	BE	CA		\$ 25,000.00
V.K. Greer Memorial P.S.	Communication Tower Upgrades	HS	CC		\$ 50,000.00
	Front Entrance Upgrades (Ramp, Lighting.)	BE	CA	A	\$ 50,000.00
	LED Lighting and Ceilings	BE	GP	P	\$ 250,000.00
Watt P.S.	Door Replacements	BE	GP	CA	\$ 350,000.00
	Replace Rooftop Unit	BE	GP		\$ 30,000.00
Wilberforce P.S.	Entry Camera & Buzzer	BE	CA	A	\$ 15,000.00
	Front Entry Lot Sidewalk-Replacement	HS	A		\$ 10,000.00
Woodville E.S.	Drainage Improvements	CA			\$ 10,000.00
SUB-TOTAL ELEMENTARY					\$ 11,777,500.00

Elementary System Wide Initiatives (included in Sub-Total Elementary above & below at Total Elementary Panel)

Masonry Repointing and Control Joint Caulking	4 Sites	HS	BE	CA	\$ 100,000.00
Car Charging	3 Sites (Haliburton, Fenelon Falls)	GP	CA		\$ 100,000.00
Special Education Spaces	1 Locations	A	I		\$ 200,000.00
Cultural Rooms	3 Locations	I			\$ 100,000.00
Electrical-Studies	All Locations	BE	GP		\$ 500,000.00
Roofing-Studies	All Locations	BE	GP		\$ 500,000.00
Siporex Study	Required Locations (3)	BE	CC		\$ 75,000.00

SECONDARY PANEL					
Bracebridge Muskoka Lakes S.S.	Student Teaching Kitchen-Accessibility	BE	CA	A	\$ 150,000.00
	Roller Shades (Cafeteria and Drama Room)	BE	GP	CA	\$ 60,000.00
	Track Restoration	BE	P		\$ 15,000.00
Fenelon Falls S.S.	Barrier Free Upgrades-Operators, Ramps Etc.	BE	A	CC	\$ 175,000.00
	LED Lighting in Art Room	BE	GP	P	\$ 25,000.00
Gravenhurst H.S.	Washroom Renewals (Phase 3)	BE	A	CC	\$ 350,000.00
	Sawdust Collector-Safety Platform	HS	BE	P	\$ 50,000.00
Haliburton AAEC	LED Lighting	BE	GP	P	\$ 50,000.00
Haliburton Highlands S.S.	Classroom Sinks	BE	GP	P	\$ 450,000.00
	HVAC Upgrade to Rooftop Unit	BE	GP		\$ 250,000.00
	Lockers in Halls	BE	CA	P	\$ 150,000.00
Huntsville H.S.	HVAC Pneumatics Replacement	BE	A	CC	\$ 30,000.00
	Painting-Various Interior/Exterior	BE	CA		\$ 55,000.00
I.E. Weldon S.S.	Washroom Renewals (Phase 4)	BE	A	CC	\$ 250,000.00
Lindsay AEEC	LED Lighting	BE	GP	P	\$ 200,000.00
Lindsay Collegiate & V.I.	HVAC Control Upgrades (Air to Digital Control)	BE	GP		\$ 50,000.00
SUB-TOTAL SECONDARY					\$ 2,760,000.00

Secondary System Wide Initiatives (included in Sub-Total Secondary above & below at Total Secondary Panel)

Roofing-Studies	All Locations	BE	GP		\$ 250,000.00
Siporex Study	Required Locations (2)	BE	CC		\$ 50,000.00
Electrical Studies	All Locations	BE	GP		\$ 150,000.00

TOTAL ELEMENTARY PANEL					\$ 11,777,500.00
TOTAL SECONDARY PANEL					\$ 2,760,000.00
GRAND TOTAL					\$ 14,537,500.00

Trillium Lakelands District School Board Finance and Administration Committee Report

Date: February 12, 2025
To: Finance and Administration Committee Members
Origin: Superintendent of Business
Subject: Portable Inventory Overview

Purpose

To provide the Committee with a summary of portable usage across the Board.

Context

Like all boards across the province, as Trillium continues to grow, there may will be an increase in the number of portables that are required to accommodate student populations.

Content

The Facilities Department is working on a renewal program over the coming years to replace aging portables currently in use.

Included is a chart showing the quantity, location and age range of portables currently at schools.

TLDSB Portable Usage

School	Portable(s) Yes or No	Quantity	Portable Age Range				
			Less than 1 Year	1-5 Years	6-10 Years	11-15 Years	16+ Years
Glen Orchard PS	Yes	1	1	0	0	0	0
Macaulay PS	Yes	3	0	0	0	0	3
KP Manson PS	Yes	2	0	0	0	0	2
Muskoka Beechgrove PS	Yes	3	0	0	0	0	3
Watt PS	Yes	2	1	0	0	0	1
Pine Glen PS	Yes	1	0	0	0	0	1
Stuart Baker ES	Yes	2	0	0	0	0	2
VK Greer Memorial PS	Yes	2	0	0	0	0	2
Wilberforce ES	Yes	3	0	0	0	0	3
Yearley	Yes	3	0	0	0	0	3
Alexandra	Yes	2	2	0	0	0	0
Jack Callaghan ES	Yes	2	0	0	1	0	1
Leslie Frost PS	Yes	5	0	0	0	0	5
Parkview PS	Yes	6	0	0	0	0	6
Bobcaygeon ES	Yes	2	1	0	0	0	1
Grandview PS	Yes	1	1	0	0	0	0
Lady Mackenzie ES	Yes	2	0	0	0	0	2
Scott Young	Yes	1	1	0	0	0	0
Langton ES	Yes	1	1	0	0	0	0
Rolling Hills ES	Yes	1	0	0	0	0	1
IEWSS	Yes	3	0	0	0	0	3
Total		48	8	0	1	0	39

Trillium Lakelands District School Board Finance and Administration Committee Report

Date: February 12, 2025
To: Finance and Administration Committee Members
Origin: Superintendent of Business
Subject: Child Care Services in Board Facilities

Purpose

To provide Committee with an overview of the child care services provided at Board facilities.

Context

There are various child care programs offered at TLDSB schools by third party service providers. These programs range from full day daycare programs for children not yet old enough to attend school, before and after school care programs and drop in programming through the Ontario Early Years Program.

Content

A summary is provided in the attached spreadsheet showing the schools and types of child care services provided in Trillium schools.

Board facilities are also rented during school breaks, PA days and summer by child care providers. These programs run to help support families with guardians who are not able to be off work during these times.

This programming is booked through the community use coordinator.

Summary of Daycare Programming at Schools

School	Full Time Daycare	Before and After	Only Before	Only After	Ontario Early Years
Alexandra PS	No	Yes 7-8:30, 3:30-6	No	No	No
Archie Stouffer ES	No	No	No	No	Yes 7am-6pm
Bobcaygeon PS	No	Yes 7-8:30, 3:30-6	No	No	No
Bracebridge PS	Yes 7am-6pm	Yes 7-8:30, 3:30-6	No	No	No
Cardiff ES	No	No	No	No	No
Central Senior PS	No	No	No	No	No
Dr. George Hall PS	Yes 7am-6pm	Yes 7-8:30, 3:30-6	No	No	No
Dunsford District ES	No	No	No	Yes 3:30-6pm	No
Fenelon Township PS	No	Yes 7-8:30, 3:30-6	No	No	No
Glen Orchard PS	No	No	No	Yes 3:30-6pm	No
Grandview PS	Yes 7am-6pm	Yes 7-8:30, 3:30-6	No	No	No
Gravenhurst PS	No	No	No	No	No
Honey Harbour PS	No	No	No	No	No
Huntsville PS	No	No	No	Yes 3:30-6pm	No
Irwin Memorial PS	No	No	No	Yes 3:30-6pm	No
J. Douglas Hodgson ES	No	No	No	Yes 3:30-6pm	Yes 7am-6pm
Jack Callaghan PS	No	Yes 7-8:30, 3:30-6	No	No	No
King Albert PS	No	No	No	No	No
KP Manson PS	No	Yes 7-8:30, 3:30-6	No	No	No
Lady Eaton ES	No	No	No	No	No
Lady MacKenzie PS	No	No	No	Yes 3:30-6pm	No
Langton PS	Yes 7am-6pm	Yes 7-8:30, 3:30-6	No	No	No
Leslie Frost PS	No	Yes 7-8:30, 3:30-6	No	No	No
Macaulay PS	No	Yes 7-8:30, 3:30-6	No	No	No
Mariposa ES	No	Yes 7-8:30, 3:30-6	No	No	No
Monck PS	No	Yes 7-8:30, 3:30-6	No	No	No
Muskoka Beechgrove PS	No	Yes 7-8:30, 3:30-6	No	No	No
Muskoka Falls PS	Yes 7am-6pm	Yes 7-8:30, 3:30-6	No	No	No
Parkview PS	No	Yes 7-8:30, 3:30-6	No	No	No
Pine Glen PS	No	Yes 7-8:30, 3:30-6	No	No	No
Queen Victoria PS	No	No	No	No	No
Ridgewood PS	No	Yes 7-8:30, 3:30-6	No	No	Yes
Riverside PS	No	Yes 7-8:30, 3:30-6	No	No	No
Rolling Hills PS	Yes 7am-6pm	Yes 7-8:30, 3:30-6	No	No	No
Scott Young PS	No	No	No	No	No
Spruce Glen PS	No	No	No	Yes 3:30-6pm	No
Stuart W Baker ES	No	No	No	No	No
VK Greer PS	No	Yes 7-8:30, 3:30-6	No	No	No
Watt PS	No	No	No	No	No
Wilberforce ES	No	No	No	No	No - in progress
Woodville ES	No	Yes 7-8:30, 3:30-6	No	No	No
IEWSS	No	No	No	No	No
FFSS	No	No	No	No	No
TOTALS	6	22	0	7	2

Trillium Lakelands District School Board Finance and Administration Committee Report

Date: February 12, 2025
To: Finance and Administration Committee Members
Origin: Superintendent of Business
Subject: Community Use of Schools

Purpose

To provide the Committee with a year-to-date status report for community use of schools.

Context

Trillium Lakelands District School Board provides space at schools to community groups to provide activities and events within the community. These spaces are rented through the Community Use Coordinator in the Facilities Department.

Content

Attached is the community use summary for the year to date on January 31, 2025. Gym rentals continue to be the primary space permitted to our community users.

Our community use policy encourages a balanced use of the space by offering access to a wide range of youth groups to access our facilities, followed by the ability for adult groups. Our schools always have first use for our facilities to host internally supported events, clubs, meetings and activities.

Community Use of Schools Summary - January 1, 2024

School	Number of Bookings September 1, 2024- January 31, 2025	Number of Bookings September 1, 2023- August 31, 2024	Types of Group Use (number of permits) YTD January 31, 2025					Cancelled nights YTD	Spaces Used (Totals)Permits YTD January 31, 2025						
			Youth Activities	Adult Sports	Senior Groups	School/Board	Other		Classrooms	Gym	Library	Caf	Theatre	Kitchen	Outdoor
Alexandra PS	56	30	4	1		9		3	3	12	1				
Archie Stouffer ES	100	239	2	1		19		0	5	13	9				
Bobcaygeon PS	77	153	1	2			6- Child care *, 1- Group D	6	9	15	2				2
Bracebridge PS	83	490	3			8		8	6	4	6			1	
Cardiff ES	1	0				1		0	1		1				1
Central Senior PS	96	119	5	3		9		3	3	11	6				
Dr. George Hall PS	23	108	1			4	1 *	1	3	6	2			2	
Dunsford District ES	4	31	1					0		1					
Fenelon Township PS	3	65					3 *	0	2	3	3				
Glen Orchard PS	2	17				2		0	2	2					2
Grandview PS	9	59					2	0	2	1	1				
Gravenhurst PS	35	301	3	1		3		0	1	6	2				
Honey Harbour PS	2	3				2		0	1	2	2				1
Huntsville PS	47	197	3	3		6		4	2	9	1				
Irwin Memorial PS	19	4	2	1		3		4		4					2
J Douglas Hodgson ES	27	67	1	2		6		1	2	6					1
Jack Callaghan PS	19	80	7			6	1*	0	9	10	10				2
KP Manson PS	7	19				5		0	2	4	1				
King Albert PS	35	46	2			2		0		3	1				
Lady Eaton ES	0	135	0					0		0					
Lady MacKenzie PS	12	16	2			4		0	1	4	4				1
Langton PS	21	125	1			3	1*	1	3	4	1				
Leslie Frost PS	24	112		2		1	6*	0	9	8	5			5	
Macaulay PS	81	232	1	3		5		12	4	8	5				4
Mariposa ES	17	53	1	1		3		1		5					
Monck PS	53	249	3	2		5	3	4	4	8	2				3
Muskoka Beechgrove PS	48	80	1	1		11		2	4	5	6				1
Muskoka Falls PS	45	133		3		2		5	1	2	2				
Parkview PS	69	113	7	3		10	1 - child care*	3	4	16	7				2
Pine Glen PS	46	251	4			2		3	2	4					1
Queen Victoria PS	41	178	3	1	1	1		3		6					
Ridgewood PS	67	201		1		14		4	3	12					3
Riverside PS	82	211	3	4		3		8	1	10					1
Rolling Hills PS	60	102	2					6		2					
Scott Young PS	40	32	3	1		1		2		2	1				1
Spruce Glen PS	82	120	2	2		11		9	8	9	5				1
Stuart W Baker ES	5	68				2		0			1				1
VK Greer Memorial PS	90	261	1	2		4	1	7		7	1				
Watt PS	4	11				4		0	1	3					1
Wilberforce ES	22	33		1				1	1						
Woodville ES	28	37	3			6	2*	0	5	8	2				
BMLSS	182	490	7	5		11	12	9	6	14	2	11	12	2	1
Fenelon Falls SS	92	199	5	2		10		4	3	14	1	1			1
Gravenhurst HS	80	283	3	3		12		7	3	13	3	4			2
Haliburton Highlands SS	161	466	6	10		5	10	4		9	2	3	14	5	3
Huntsville HS	136	515	5	6		14	1	8	9	9	4	10			1
IEWSS	244	498	10	4		44		5	12	15	3	34			1
LCVI	126	368	6	4		9		3		13	2	7			3

may include child care non instructional days

*non-instructional days

Permit Cancelled	Number of Permits cancelled Sept 1-Jan 31, 2025
Cadets	2
Boys & Girls Clubs	3
Bracebridge Soccer Club	11
Haliburton Futsal	1
Highland Storm Minor Hockey	1
Huntsville Girls Hockey Ass't	1
Huntsville Hurricanes Basketball Club	3
Huntsville Minor Hockey Asss't	1
Huntsville Soccer Club	2
Kawartha Cubs Minor Baseball	2
Kawartha Lakers Girls Softball	1
Kawartha Lakers Fury Lacross	3
Kawartha Lakes Soccer	1
Lindsay Wildcates BAsketball	4
Muskoka Mens BAsketball	4
Muskoka Breakers	2

**several groups over book in June and then release space closer to the start date.

For an accessible version of this chart, please contact:
Communications Services at info@tlds.on.ca

Trillium Lakelands District School Board Finance and Administration Committee Report

Date: February 12, 2025
To: Finance and Administration Committee Members
Origin: Superintendent of Business
Subject: Transportation Department Midyear Update

Purpose

To provide the Committee with a midyear transportation department update.

Context

The transportation department has recently been working on a few projects including the Ministry of Education's mandate for opt in / opt out of transportation services starting in and the creation of inclement weather zones across the Board.

Content

OPT IN – OPT OUT TRANSPORTATION SERVICES

In October 2024, the Ministry of Education advised Boards that transportation consortia should develop opt-in / opt-out policies for the next school year in hopes to improve alignment between route simulations and actual ridership. Many consortia across the province already have implemented variations of this system in prior years.

To promote further efficiencies and improve equity, all consortia must plan to have an opt-in / opt-out process in place by the start of the 2025/2026 school year to support routing simulation projections for 2026/2027.

For the first year, TLDSB parents will be requested to opt-out of transportation if they do not use or do not intend to use the service. The expectation is students who choose to use the service must do so regularly. Irregular or non-riders may be removed from the manifest. Opt-in / opt-out periods may have a duration to prevent parents from opting in and out on a weekly basis as it suits their family's needs.

For the second year, TLDSB will move to an Opt-in only process. Many consortia are already using this set up.

INCLEMENT WEATHER ZONES

With the diversity of weather from one end of our board to the other, a solution was needed when deciding on inclement weather days in hopes to better support student attendance and reduce learning loss.

In January, the board was divided into five zones to allow for zone cancellations rather than board- or region-wide cancellations when needed. The zones are as follows: North Muskoka with Huntsville High School and related feeders, South Muskoka with Bracebridge Muskoka Lakes SS and Gravenhurst High School and related feeders, Haliburton Highlands, Bobcaygeon and

Fenelon Falls with Fenelon Falls Secondary School and related feeders and City of Kawartha Lakes with IE Weldon Secondary School and Lindsay Collegiate Vocational Institute and related feeders.

Communication was sent out to all internal and external stakeholders regarding the change and the new zone system began in January.

Trillium Lakelands District School Board

Supervised Alternative Learning (SAL) Administrative Report

Date: February 20, 2025
To: Board of Trustees
Origin: Trustee Esther Childs/ Associate Superintendent of Learning Tanya Fraser
Subject: Supervised Alternative Learning Committee (SAL) Report
Reference: Regular Meeting of the Board - February 25th, 2025

Purpose

To share an update with Trustees related to the activities on Supervised Alternative Learning (SAL) meeting on February 20, 2025.

Context

Supervised Alternative Learning (SAL) is a statutory Committee that meets minimum every 20 school days per regulation 374/10.

The committee membership includes Trustee Esther Childs, Associate Superintendent Tanya Fraser, AAEC Principal Lisa Uldriks, Community Representative Lynda Nydam, Mental Health District Manager Allison Jones, Re-engagement Counsellor Stephanie Harvey, Re-engagement Counsellor Lauren Thompson, Executive Assistant Naomi Shipley.

The chair of the committee is Esther Childs, with the support of associate superintendent of learning, Tanya Fraser.

The purpose of the committee is to provide alternative learning opportunities for students having difficulty attending or succeeding in a regular school program in order to increase achievement and thereby increase the likelihood of re-engagement in an in-school program.

Content

The most recent meeting(s) of the SAL committee was on February 20, 2025.

The Committee discussed the following:

- 8 students were admitted to a Supervised Alternative Learning Plan
- 4 students were demitted from a Supervised Alternative Learning Plan
- 7 students were admitted to a R.E.A.L Supervised Alternative Learning Plan
- 6 students were demitted from a R.E.A.L Supervised Alternative Learning Plan

Action

Recommendation that Trustees receive the report related to the February 20th, 2025 meeting of the Supervised Alternative Learning (SAL) Committee.



January 6th, 2025

Wes Hahn
Director of Education
Trillium Lakelands District School Board - Lindsay Education Centre
300 County Road 36
Lindsay, ON, K9V 4R4

Dear Wes,

Thank you for supporting the Canadian Cancer Society Relay For Life. Relay is a movement that ignites within the walls of schools nationwide - a movement that inspires students to unite and create change.

The commitment from Trillium Lakelands District School Board - Lindsay Education Centre and students at Bracebridge and Muskoka Lakes Secondary School, who organized one Relay For Life Youth event in 2024, raised an incredible \$24,987.

These events have become a source of hope for people with cancer and their loved ones, while at the same time providing students an opportunity to learn about philanthropy and the power of helping others.

We are all touched by cancer in some way. With nearly half of Canadians expected to receive a cancer diagnosis in their lifetime, the Canadian Cancer Society is committed to improving the cancer experience by helping people live longer and enhancing their quality of life. The dedication shown by the schools within your school board, by hosting a Relay For Life event is inspiring; you have become a source of hope for people with cancer and their loved ones. For this, we are immensely grateful.

Nothing big can be solved by one person or one organization. To take on cancer, it takes every one of us, it takes a society. Together, we can transform the future of cancer forever.

We look forward to another year of Relay For Life Youth events and continuing to build an impactful relationship with the schools in your school board. We truly cannot thank you, and your school board, enough for supporting the Relay For Life Youth program!

Happy New Year!

Sincerely,

A handwritten signature in black ink, appearing to read "MO'Brien".

Matt O'Brien

Director, Signature Programs