



# **AGENDA**

## **Organizational Meeting of the Board Wednesday, November 30, 2022**

**7 p.m. – Open Session**

Please note that all public sessions of Board Meetings are live-streamed and recordings are posted on the Peel District School Board website.

Members of the public can attend the public session of Board Meetings by watching the live-stream.

For additional details, including the live-stream link, visit [www.peelschools.org/trustees](http://www.peelschools.org/trustees).

# AGENDA

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## OPEN SESSION

Wednesday, November 30, 2022

1. Call to Order – 6:30 p.m.
2. Motion to Convene in Closed Session
3. National Anthem and Acknowledgement of Traditional Lands – 7 p.m.
4. Approval of Agenda
5. Declaration of Conflict of Interest
6. Selection/Announcement of Committee Membership
7. Report of Trustees Appointed to External Organizations
8. Celebrating Board Activities
  - 8.1 Christian Heritage Month – December
9. Staff Recognition
  - 9.1 Retirements
10. Board Chair's Announcements
11. Report from Student Trustees
12. Director's Leadership Report (*oral*)
13. Consent Agenda (Matters to be Decided Without Discussion)
14. Approval of Minutes from Previous Board and Special Board Meetings
  - 14.1 Minutes – Board Meeting – October 19, 2022
  - 14.2 Minutes – Inaugural Meeting of the Board – November 16, 2022

# AGENDA

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## 15. Committee Minutes for Receipt and Motions for Consideration

- 15.1 Minutes – Parent Involvement Committee Meeting, September 15, 2022
- 15.2 Minutes – Special Education Advisory Committee Meeting, September 20, 2022
- 15.3 Minutes – Audit Committee Meeting, September 30, 2022
- 15.4 Minutes - Curriculum, Equity and Student Well-Being Committee Meeting, October 13, 2022
- 15.5 Minutes – Special Education Advisory Committee Meeting, October 20, 2022
- 15.6 Minutes – Physical Planning, Finance and Building Committee Meeting, November 2, 2022
- 15.7 Motions for Consideration – Physical Planning, Finance and Building Committee Meeting, November 2, 2022
- 15.8 Minutes – Audit Committee Meeting, November 14, 2022
- 15.9 Motions for Consideration – Audit Committee Meeting, November 14, 2022

## 16. Staff Reports

- 16.1 Ministry Directive 14 – Four-year Equity Strategy:
  - (a) Anti-Islamophobia Strategy Development Update #2– *presented by Camille Logan*
  - (b) Naming of the Indigenous Centre for Excellence and Land-Based Learning: Policy 27 – Naming of Facilities– *presented by Nicole Reynolds*
- 16.2 Working Fund Reserves Transfers – *presented by Jaspal Gill*
- 16.3 Schedule of Financial Reports – *presented by Jaspal Gill*
- 16.4 Appointment of Special Education Advisory Committee Members – *presented by Paul da Silva*

## 17. Trustee Motions for Consideration (Introduced at a Previous Meeting)

## 18. Trustee Notices of Motion

## 19. Adoption of the Closed Session Report

## 20. Adjournment

Organizational Meeting of the Board, November 30, 2022

# Retirements

**Strategic Alignment:**

Plan for Student Success – Safe, positive, healthy climate/well-being

**Decision(s) Required:**

Receipt

*Prepared by:* Masuma Khangura, Executive Officer, Human Resources, Partnerships and Equity

*Submitted by:* Rashmi Swarup, Director of Education

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## **Content**

**Purpose:**

Recognition of retiring PDSB staff.

**Context:**

Each month, staff who are or have recently retired are recognized.

**RETIREMENTS**

ALLEN, Heath  
Classroom Teacher  
Effective: December 31, 2022

ARCZEWSKI, Carol  
Classroom Teacher  
Effective: December 31, 2022

BALDWIN, Allen  
Classroom Teacher  
Effective: December 31, 2022

BAUER, Julie  
Social Worker  
Effective: November 30, 2022

CORDINGLEY, Troy  
Classroom Teacher  
Effective: December 31, 2022

DESCHENES, Michelle  
Customer Services Support Analyst-SIS Team  
Effective: December 23, 2022

HANNA, Steve  
Senior Project Manager-Maintenance  
Effective: December 30, 2022

LEK, Jane  
Principal  
Effective: December 01, 2022

LEUPOLT, Brenda  
Classroom Teacher  
Effective: November 30, 2022

**RETIREMENTS**

MRKOBRAD, Draga  
Custodian  
Effective: December 31, 2022

POLICARPIO, Josefina  
Custodian  
Effective: December 31, 2022

REGO, Sam  
Custodian  
Effective: March 31, 2023

RODRIGUEZ, Idania  
Educational Assistant  
Effective: August 31, 2022

SHEPPARD, Gary  
Classroom Teacher  
Effective: October 31, 2022

STEVENS, Rebecca  
Classroom Teacher  
Effective: November 30, 2022

TOMAS, George  
Supervisor, Field Support Special Education  
Effective: March 31, 2023

WARD, Gaynor  
Office Assistant - Attendance  
Effective: November 04, 2022

WEX, Pam  
Classroom Teacher  
Effective: December 31, 2022

**RETIREMENTS**

WILSON, George  
Head Custodian  
Effective: December 31, 2022



## PEEL DISTRICT SCHOOL BOARD

Minutes of the Board Meeting, held on Wednesday, October 19, 2022, at 18:35 hours. The hybrid meeting was held in the Brampton Room, the H. J. A. Brown Education Centre, 5650 Hurontario Street, Mississauga, Ontario, and by electronic means, under Ontario Regulation 463/97, as amended.

Present:

Bruce Rodrigues, Supervisor, Chair

Also Present (Trustees):

Susan Benjamin  
Stan Cameron  
Robert Crocker  
Will Davies  
David Green

Sue Lawton  
John Marchant (20:10 hours)  
Brad MacDonald  
Kathy McDonald  
Balbir Sohi

Avneet Athwal, Student Trustee North  
Evelyn Lee, Student Trustee South

Administration:

Rashmi Swarup, Director of Education  
Harjit Aujla, Acting Associate Director, School Improvement and Equity, Leadership, Innovation and Safe Schools  
Paul da Silva, Associate Director, School Improvement and Equity, Special Education, Social Emotional Learning and Well Being  
Jaspal Gill, Associate Director, Operations and Equity of Access  
Camille Logan, Associate Director, School Improvement and Equity, Curriculum and Instruction, Student and Community Engagement  
Dahlia Battick, Acting Superintendent of Education  
Tania Alatishe-Charles, Controller, Finance Support Services  
Craig Caslick, Superintendent of Education  
Lara Chebaro, Superintendent of Education  
Yonnette Dey, Superintendent of Equity, Community Leadership, Partnership and Engagement  
Donna Ford, Superintendent of Education  
Soni Gill, Superintendent of Education  
Tiffany Gooch, Executive Lead, Public Engagement and Communications  
Leslie Grant, Superintendent of Education  
Antoine Haroun, Chief Information Officer, Learning Technology Support Services  
Lisa Hart, Superintendent of Equity, Indigenous Education, Anti-Racism, Anti-Oppression and School Engagement  
Rasulan Hoppie, Superintendent, Curriculum, Instruction and Assessment  
Masuma Khangura, Executive Officer, Human Resources, Partnerships and Equity  
Kathryn Lockyer, General Counsel and Governance Officer  
Luke Mahoney, Superintendent of Education  
Ozma Masood, Superintendent of Education

Administration: (Continued)

Neerja Punjabi, Superintendent of Education  
Claudine Scuccato, Superintendent of Education  
Bernadette Smith, Superintendent, Innovation and Research  
Michelle Stubbings, Superintendent, Safe and Caring Schools  
Thomas Tsung, Controller, Corporate Support Services  
Randy Wright, Controller, Planning and Accommodation Support Services  
Mary Zammit, Superintendent of Education

Lorelei Fernandes, Board Reporter

**1. Call to Order**

Supervisor, Bruce Rodrigues, called the meeting to order at 18:35 hours.

**2. Committee of the Whole (Closed)**

Resolution No. 22-145, approved by Bruce Rodrigues,

Resolved, that the Board move into a Committee of the Whole (Closed) meeting (18:35 hours).

The meeting recessed at 18:44 hours and reconvened at 19:00 hours.

**3. Rise and Report from Committee of the Whole (Closed)**

Resolution No. 22-146, approved by Bruce Rodrigues,

Resolved, that the report of the Committee of the Whole (Closed) re: Minutes of the Committee of the Whole (Closed) meeting, held September 28, 2022; CUPE 2544 (Facilities, Maintenance, AV Repair, Food Services) Tentative Local Agreement, be received, and that the recommendations contained therein be approved.

**4. National Anthem and Acknowledgement of Traditional Lands**

The Chair led the singing of O Canada, and acknowledgement of traditional lands was recited.

**5. Approval of Agenda**

Item 11.1, Trustee K. McDonald: Peel Safe and Active Routes To School (PSARTS), was added to the agenda.

Resolution No. 22-147, approved by Bruce Rodrigues,

Resolved, that the agenda, as amended, be approved.

**6. Conflict of Interest**

There were no declarations of conflict of interest.

**7. Celebrating Board Activities**

Resolution No. 22-148,

Resolved, that information on the following items be received:

1. Indigenous Education Month - November
2. Hindu Heritage Month - November
3. Peel Custodial and Maintenance Workers Day – November 25, 2022

Supervisor Rodrigues stated that November is celebrated as Indigenous Education month and provides an opportunity for students and families to engage in Treaty relationships by reflecting on long-standing commitments with Indigenous peoples throughout history. Bruce Rodrigues recalled that, in December 2017, the Ontario Legislative Assembly declared November as Hindu Heritage Month to increase awareness of Hindu culture and recognize significant contributions of Hindus in Ontario. Referring to Item 7.3, Peel Custodial and Maintenance Workers Day, Supervisor Rodrigues expressed appreciation for the work done to keep learning environments safe and clean. He also acknowledged October 19, 2022 as Bus Driver Appreciation Day and October 21, 2022 as Peel Teaching Assistants and Early Childhood Educators Appreciation Day. He thanked staff for supporting students and ensuring their safety.

**8. Staff Recognition**

Supervisor Rodrigues acknowledged the many years of dedication and service by retiring staff and wished them success in their future endeavours.

Resolution No. 22-149,

Resolved, that the report on Retirements be received:

Nancy Banks	Andrew Earl	Samour Ruhomutally
Loris Buzdon	Barb Elder	Pixie Schmitz
James Cash	Karen LaPierre	Dilia Vincent
Xiaoping Chen	Lynne Magee	Stephen Vincent
Barbara Dodwell	Kathryn McClure	Lynne Walter
Shirley Drummond	Dan Ramo	

## **9. Board Chair's Announcements**

Supervisor Rodrigues announced that this is the last Board Meeting of the 2018-2022 term of office. Commenting on the trustees' positive impact on the education system and the community, he thanked them for their service over the past term and noted that, despite challenges, good work has been done to bring about change through initiatives, programming and measures which lead to action. He wished the trustees well in their future endeavours.

## **10. Reports from Trustees Appointed to External Organizations**

### **1. Peel Safe and Active Routes To School (PSARTS)**

Trustee Kathy McDonald reported on recommendations initiated by PSARTS for policies to support active school travel and benefit the health of school children. She summarized the findings on active school travel in the PSARTS report, which included: that engagement of school aged children is correlated with levels of physical activity; improves academic performance, brain development and connections with peers; decreases children's exposure to air pollution. Trustee McDonald stated that the PSARTS report will serve as a guidance document to inform Ontario municipalities, school boards, and student transportation consortia in the development of future policies on active school travel.

## **11. Director's Leadership Report**

Director Swarup shared information on a celebration on the 85th birthday of Jean Augustine on September 29, 2022, hosted by students of Jean Augustine Secondary School, which included fundraising for the Jean Augustine Centre for young women's empowerment. Rashmi Swarup reported on the Louise Arbour Secondary School alumni event, held to support racialized students in their journey towards post-secondary pathways. Director Swarup advised that Peel DSB hosted a large international delegation from Netherlands to visit schools and learn about innovative work to empower students and build inclusive and equitable learning environments that contribute to student achievement and well-being.

Rashmi Swarup stated that the Ministry Directives continue to be foundational in ensuring equitable outcomes for Peel students, with a focus on Black and Indigenous students and communities. Directive 17 outlines the plan for the Guidance System Review and the report on Directive 21 aligns the approach to student discipline in the revision of Policy 48, Safe and Caring Schools. Policy 48 includes accountability measures to secure the removal of disparities and disproportionality in the student discipline process.

Director Swarup reported on social justice work at Miller's Grove Public School and a mock election organized at Lisgar Public School. Rashmi Swarup advised that the Peel DSB Human Rights Office had launched a survey in early 2022, on discriminatory language in learning environments to better understand the impact of discriminatory statements on student learning experience. The survey results are being finalized and recommendations will be brought to the Board.

**11. Director's Leadership Report (Continued)**

In view of the approaching Remembrance Day, Director Swarup acknowledged contributions of all Canadian soldiers who fought for freedom. She recognized that November 8<sup>th</sup> marks Indigenous Veterans Day and on November 11<sup>th</sup> Peel DSB schools and work sites will commemorate Remembrance Day.

Director Swarup acknowledged the work of the trustees and thanked them for their ongoing advocacy and service to students and families in Peel.

**12. Minutes of Board Meetings**

Resolution No. 22-150, approved by Bruce Rodrigues,

Resolved, that the Minutes of the Board Meeting, held September 28, 2022, be approved.

**13. Directive 9 – Annual Equity Accountability Report Card**

Superintendent of Innovation and Research, Bernadette Smith, referred to the Ministry review, following which Peel DSB has undertaken system transformation to ensure that inequities in students' achievement and experiences are eliminated, particularly for those who identify as Black and Indigenous. The Annual Equity Accountability Report Card is intended to support the Board's efforts to create structural and cultural changes that infuse core values of equity, inclusion, and human rights into practices, programs and policies, and is intended to assess and measure the implementation of the directives to address student outcomes.

Manager of Research and Accountability, Lynne Hollingshead, explained that data standards provide insight into disproportionate experiences of students, and the report card organizes the outcome indicators according to the Board improvement and equity planning focus areas. She described the four areas of focus as, special education designations, academic and university pathways, regional learning choices programs, and French instruction. Outcome indicators are disaggregated by various racial, sexual orientation, socio-economic vulnerability, and special needs identification and status. The report shows disproportionate outcomes for Black and Indigenous, Latinx, Hispanic, Middle Eastern, 2SLGBTQA+, special needs, and English language Learner students. Next steps include, working closely with departments to use system level data to inform their work and to support system priorities. Feedback will be collected for the next iteration of the Equity Accountability Report card due in fall 2023. A trustee asked whether a summary report with key take-aways from the information presented can be developed. The administration thanked the trustee for the suggestion and offered to consider the request.

Lynne Hollingshead responded to questions of clarification from Supervisor Rodrigues regarding concerns and/or unexpected outcomes found in the data.

Resolution No. 22-151,

Resolved, that the report re Directive 9 – Annual Equity Accountability Report Card, be received.

**14. Directive 17 – Reform of the Guidance Program/System – Final Report**

Superintendent of Curriculum, Instruction and Assessment, Rasulan Hoppie, reviewed the report. He advised that the steps for reform included a Guidance Professional Learning Series, hiring of Black Guidance Counsellors, and opportunity for self-identification of racialized staff before undertaking the staffing allocation process. He highlighted efforts to support the Guidance program with a significant increase in the number of Black educators in the Guidance role in elementary and secondary panels, and a mentorship program to support new counsellors. There are scholarship and bursary opportunities, and resources to support counsellors and build capacity to serve Black students and families. Responding to a question, Superintendent Hoppie indicated that, although a number of Black identifying educators have been hired, there is still a gap in terms of representation based on student identification.

Resolution No. 22-152, approved by Bruce Rodrigues,

Resolved, that the final report re Directive 17 – Reform of the Guidance Program/System, be approved. (APPENDIX I, Item 16.1 (b) of the agenda)

**15. Directive 21 – Revision of Policy 48 – Safe and Caring Schools**

Acting Associate Director, School Improvement and Equity, Leadership, Innovation and Safe Schools, Harjit Aujla, stated that through Directive 21, the Board has reviewed and revised its student discipline policy to reflect and further prioritize restorative justice approaches as alternatives to suspensions, expulsions and exclusions. The ongoing work of Directive 21 will enable the board to create conditions, policies, and operating procedures necessary to eliminate disparities and disproportionality in the student discipline process. Superintendent of Safe and Caring Schools, Michelle Stubbings, reviewed the report and advised that superintendents of education and school administrators will receive training on policy and restorative justice. Operating procedures will be revised to support fair student investigations and policy implementation. Coordinating Principal, Leadership and Capacity Building and School Partnerships, Phiona Lloyd-Henry, stated that Peel DSB's aim is to foster safe, welcoming, and inclusive environments, free from discrimination, and to eliminate racial disparities in the use of suspensions, expulsions and other forms of exclusionary discipline. She provided background information on the consultation process and external stakeholder engagement at various stages of policy development.

Resolution No. 22-153, approved by Bruce Rodrigues,

Resolved, that revised Policy 48: Safe and Caring Schools attached as Appendix A to the report, be approved. (APPENDIX II, Item 16.1 (c) of the agenda)

**16. Human Sex Trafficking Prevention – Update #2**

Coordinating Principal, Safe and Caring Schools, Alvin Au, stated that the Human Sex Trafficking Committee has taken action to raise awareness and prevent sex trafficking in schools. Resources such as a Cyber Safety Video and Infographic tools have been developed and posted on the Board's website for community outreach and support.

**16. Human Sex Trafficking Prevention – Update #2 (Continued)**

The annual training plan is expected to be completed by December 2022. Next steps include continued consultation with stakeholders, receiving feedback to monitor progress, as well as reporting and responding to sex trafficking concerns. In addition, specific outreach and support will be extended to Indigenous, Black, African, Caribbean, Punjabi, and Sikh parents and caregivers and groups that are disproportionately impacted by human sex trafficking. Alvin Au advised that in its first year of implementation, Peel DSB's Anti-Sex Trafficking Strategy has achieved the core components of PPM 166, Keeping Students Safe: Policy Framework for School Board Anti-Sex Trafficking Protocols. It was recommended that the Peel Human Trafficking Service Providers Committee report annually to the Board, with the next update in October 2023, to provide continued progress on the human sex trafficking prevention strategy.

Resolution No. 22-154, approved by Bruce Rodrigues,

Resolved, that the Peel Human Trafficking Service Providers Committee report annually to the Board with an update on the continued progress of the Human Sex Trafficking Prevention Strategy. (APPENDIX III, Item 16.2 of the agenda)

**17. Trustee Code of Conduct**

General Counsel and Governance Officer, Kathryn Lockyer, provided background information on Ontario Regulation 246/18: Members of School Boards - Code of Conduct, and the requirement that the Code should be in place by May 2023, with a review at least every four years. She advised that the Ontario Public School Boards Association (OPSBA) Code of Conduct template was used as a guide and the draft Code was reviewed by external legal counsel and the provincially appointed Parliamentarian. Following consultation with the Integrity Commissioner, the proposed Code of Conduct was presented to the Governance and Policy Committee in September 2022 for input, as well as to trustees for comments to be considered. Reviewing the report, Kathryn Lockyer stated that the Code is for trustees, and consists of the principles and directions, the complaint protocol, and method of retaining the Integrity Commissioner. It will be effective on the first day of the new term of office on November 15, 2022. Kathryn Lockyer responded to a trustee's questions on the process for dealing with complaints brought through the Code of Conduct. She clarified that the regulation does not provide guidance on whether the process should be in camera or in public session, the Integrity Commissioner has recommended a public process, and in some cases the complaint may be dealt by remediation.

Resolution No. 22-155, approved by Bruce Rodrigues,

Resolved, that the Trustee Code of Conduct, attached as Appendix A to the report, be approved. (APPENDIX IV, Item 16.3 of the agenda)

**18. Motion regarding Term Limits for Trustees**

Resolution No. 22-156,

“Whereas, the Board values enhanced community engagement;

And whereas, the Board is committed to diversity and inclusion;

And whereas, education is a constantly evolving field which benefits from regular infusions of new and fresh ideas;

And whereas, notwithstanding the arduous process to secure political office, trustees should not view themselves as lifetime politicians;

Therefore be it resolved, that a letter be written to the Premier of Ontario to request necessary changes in legislation to permit and implement term limits for the position of school board trustee such that, beginning with the 2022 Municipal election term, trustees of the Peel District School Board be limited to a maximum of 5 terms in office.”

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Supervisor, Bruce Rodrigues invited Trustee Will Davies to speak to the motion. Recalling his experiences in his first term in office, Trustee Davies stated that parents of students need more voice at the Board table as they can better serve the needs of students, and the Board needs to change and evolve with new ideas. Trustees speaking against the motion indicated that: the scope of the motion is limited to Peel District School Board, while there are 72 school boards in the province; the electorate should decide the term of office for trustees; elections are a democratic process; the Term has been set out in the Municipal Elections Act. Another trustee supported the motion indicating that term limits will offer other candidates entrance to the school trustee role.

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Resolution No. 22-156, approved by Bruce Rodrigues,

Resolved, that Resolution No. 22-156, Motion regarding Term Limits for Trustees, be deferred.

Resolution No. 22-156, .....deferred

**19. Adjournment**

Resolution No. 22-157, approved by Bruce Rodrigues

Resolved, that the meeting adjourn (20:14 hours).

..... Chair ..... Secretary



**RESOLUTIONS APPROVED IN COMMITTEE OF THE WHOLE (CLOSED), OCTOBER 19, 2022**

Present:

Bruce Rodrigues, Supervisor, Chair

Also Present (Trustees):

Susan Benjamin  
Stan Cameron  
Robert Crocker  
Will Davies

David Green  
Sue Lawton  
Brad MacDonald

**1. Approval of Agenda**

That, the agenda be approved.

**2. Minutes of the Committee of the Whole (Closed) Meeting, September 28, 2022**

That, the Minutes of the Committee of the Whole (Closed) meeting, held September 28, 2022, be approved.

**3. CUPE Local 2544 (Facilities, Maintenance, AV Repair, Food Services) Tentative Local Agreement**

That, the tentative local agreement with CUPE Local 2544 (Facilities, Maintenance, AV Repair, Food Services) be ratified upon ratification by the CUPE Local 2544.

## PEEL DISTRICT SCHOOL BOARD

Minutes of the Inaugural Meeting of the Peel District School Board, held in the Board Room, the H. J. A. Brown Education Centre, 5650 Hurontario Street, Mississauga, Ontario, on Wednesday, November 16, 2022 at 19:00 hours.

### Present:

Bruce Rodrigues, Supervisor

### Members present:

Lucas Alves

Karla Bailey

Susan Benjamin

Stan Cameron

Jeff Clark

LeeAnn Cole

Will Davies

David Green

Satpaul Singh Johal

Brad MacDonald

Kathy McDonald

Jill Promoli

### Student Trustees:

Avneet Athwal, Student Trustee North

Evelyn Lee, Student Trustee South

### Administration:

Rashmi Swarup, Director of Education

Harjit Aujla, Acting Associate Director, School Improvement and Equity, Leadership, Innovation and Safe Schools

Paul da Silva, Associate Director, School Improvement and Equity, Special Education, Social Emotional Learning and Well Being

Jaspal Gill, Associate Director, Operations and Equity of Access

Camille Logan, Associate Director, School Improvement and Equity, Curriculum and Instruction, Student and Community Engagement

Tania Alatishe-Charles, Controller, Finance Support Services

Dahlia Battick, Acting Superintendent of Education

Craig Caslick, Superintendent of Education

Lara Chebaro, Superintendent of Education

Yonnette Dey, Superintendent of Equity, Community Leadership, Partnership and Engagement

Wendy Dobson, Controller, Corporate Support Services

Donna Ford, Superintendent of Education

Soni Gill, Superintendent of Education

Tiffany Gooch, Executive Lead, Public Engagement and Communications

Leslie Grant, Superintendent of Education

Antoine Haroun, Chief Information Officer, Learning Technology Support Services\

Lisa Hart, Superintendent of Equity, Indigenous Education, Anti-Racism, Anti-Oppression and School Engagement

Rasulan Hoppie, Superintendent, Curriculum, Instruction and Assessment

Administration (Cont'd):

Masuma Khangura, Executive Officer, Human Resources, Partnerships and Equity  
Lisa Leoni, Superintendent, Leadership, Capacity Building and School Partnerships  
Kathryn Lockyer, General Counsel and Governance Officer  
Luke Mahoney, Superintendent of Education  
Ozma Masood, Superintendent of Education  
Jennifer Newby, Superintendent, Special Education and Social Emotional Learning and Well-being  
Neerja Punjabi, Superintendent of Education  
Claudine Scuccato, Superintendent of Education  
Bernadette Smith, Superintendent, Innovation and Research  
Michelle Stubbings, Superintendent, Safe and Caring Schools  
Thomas Tsung, Controller, Facilities and Environmental Support Services  
Kervin White, Superintendent of Education  
Mary Zammit, Superintendent of Education

Nicole Fernandes, Board Reporter

**1. Call to Order**

The Secretary of the Board and Director of Education, Rashmi Swarup, called the meeting to order at 19:00 hours. She advised that, because the Board remains under Ministry supervision, she will preside over the entire meeting.

**2. Opening: Treaty Partner Elder Garry Sault**

Treaty Partner Elder Garry Sault addressed the gathering and performed a smudging ceremony.

**3. Declaration of Oaths**

Director Swarup administered the Oath of Office for trustees elected for the term November 15, 2022 to November 14, 2026. Trustees declared and signed the Oath of Office, and signed and acknowledged receipt and adherence to the Trustee Code of Conduct.

**4. Election of Chair**

Director Swarup noted that Supervisor Bruce Rodrigues continues to be the spokesperson for the Board and the sole decision-maker for the Board of Trustees. She stated that Supervisor Rodrigues had determined that a Chair and Vice-Chair should be elected by the newly sworn-in Board of Trustees at this time. While the full duties of the Chair and Vice-Chair may not be exercised, some of the duties will be performed by the elected Chair and Vice-Chair.

**4. Election of Chair (Continued)**

Internal Auditors, Tony Ronca and Carlo Avolio were present to act as scrutineers.

Director Swarup called for nominations for the position of Chair of the Board for the term November 15, 2022 to November 14, 2023.

Trustee Lucas Alves nominated Trustee Kathy McDonald.  
Trustee Stan Cameron nominated Trustee David Green.

The nomination of Trustee McDonald for the position of Chair, Peel DSB, was moved by Trustee Alves, and seconded by Trustee Promoli.

The nomination of Trustee Green for the position of Chair, Peel DSB, was moved by Trustee Cameron, and seconded by Trustee Benjamin.

There were no further nominations.

Resolution No. 23-01 moved by Brad MacDonald  
seconded by Stan Cameron

Resolved, that the nominations for the position of Chair of the Peel District School Board be closed.

..... carried

The nominees for the position of Chair, Trustees McDonald and Green, gave a brief address about their candidacy.

Following a secret ballot vote, scrutineered by the Internal Auditors, Director Swarup declared Trustee David Green elected as Chair of the Peel District School Board for the term November 15, 2022 to November 14, 2023.

**5. Election of Vice-Chair**

Director Swarup, called for nominations for the position of Vice-Chair of the Board for the term November 15, 2022 to November 14, 2023.

Trustee Brad MacDonald nominated Trustee LeeAnn Cole.  
Trustee Lucas Alves nominated Trustee Jill Promoli.

The nomination of Trustee Cole for the position of Vice-Chair, Peel DSB, was moved by Trustee MacDonald, and seconded by Trustee Green.

The nomination of Trustee Promoli for the position of Vice-Chair, Peel DSB, was moved by Trustee Alves, and seconded by Trustee Karla Bailey.

There were no further nominations.

**5. Election of Vice-Chair (Continued)**

Resolution No. 23-02 moved by Stan Cameron  
seconded by Lucas Alves

Resolved, that the nominations for the position of Vice-Chair of the Peel District School Board be closed.

..... carried

The nominees for the position of Vice-Chair, Trustees Cole and Promoli, gave a brief address about their candidacy.

Following a secret ballot vote, scrutineered by the Internal Auditors, Director Swarup declared Trustee LeeAnn Cole elected as Vice-Chair of the Peel District School Board for the term November 15, 2022 to November 14, 2023.

**6. Director’s Remarks**

Director of Education, Rashmi Swarup, congratulated trustees on their election and stated that she looks forward to working with them to build a more responsive education system. She noted Peel DSB’s dedication and commitment to achieving the mandates of the Ministry Directives and beyond, and continuing to build a system rooted in equity, inclusion, and human rights, by dismantling various forms of racism, oppression, and marginalization. Director Swarup remarked that the Board’s mission to inspire success, confidence and hope in each student is guided by the four (4) system priorities outlined in the Board Improvement and Equity Plan: Achievement; Human Rights and Equity; Mental Health, Well-Being and Engagement; Pathways and Transitions. Looking to the future, she indicated that the trustees’ leadership on policy and strategic direction is vital in creating equitable, inclusive, and innovative learning opportunities for students to meet their full potential. Following the Director’s remarks, the video from Starting Point was shown.

A copy of the Director's remarks is attached at APPENDIX I.

**7. Adjournment**

Resolution No. 23-03 moved by Will Davies  
seconded by Kathy McDonald

Resolved, that the meeting adjourn (20:43 hours).

..... carried

..... Chair ..... Secretary

## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Parent Involvement Committee of the Peel District School Board, held on Thursday, September 15, 2022, at 17:30 hours. The meeting was held by electronic means, under Ontario Regulation 463/97, as amended.

### Members present:

Romana Siddiqui, Parent Member, Mississauga, Co-Chair  
Talika Walsh, Parent Member, Brampton, Co-Chair  
Nicole Anderson, Parent Member, Brampton  
Alexa Barkley, Parent Member, Mississauga  
Michael Ben, Parent Member  
Susan Benjamin, Trustee  
Barbara Cyr, Community Member, Special Education Advisory Committee  
Komal-Dhand Thom, Parent Member, Brampton  
Shazia Hassan, Parent Member, Brampton, Ex-Officio  
Hala Idlbi, Parent Member, Mississauga (18:15 hours)  
Camille Logan, Associate Director, School Improvement and Equity, Leadership, Innovation and Safe Schools (Director's Designate)  
Diane Sardi, Parent Member, Caledon  
Sweety Sharma, Parent Member  
Indra Srinivas, Parent Member (17:43 hours)  
Tina Walia, Parent Member, Mississauga  
Valerie Williams, Black Community Alliance

### Members absent:

Shazia Irfan, Parent Member  
Salha Jeizan, Community Member, Multicultural Inter-Agency Group of Peel  
Stacey Ann Brooks, Parent Member

### Administration:

Kathryn Lockyer, General Counsel and Governance Officer  
Lorelei Fernandes, Board Reporter

### 1. Welcome and Land Acknowledgement

Co-Chair Romana Siddiqui welcomed everyone to the meeting and reminded attendees that public questions may be submitted by email. The Land Acknowledgement was read.

**2. Conflict of Interest**

There were no conflicts of interest declared.

The following information was provided by parent members.

- i. Komal Dhand-Thom advised that she is holding a 0.5 Office Assistant position at a Peel DSB school in Mississauga.
- ii. Alexa Barkley declared that she is running for School Board Trustee in Mississauga Wards 1 and 7.
- iii. Romana Siddiqui declared that she is running for School Board Trustee in Mississauga Ward 5.

**3. PIC Contact Information**

Co-Chair Romana Siddiqui shared email and social media contact information for PIC and spoke of the important role that parents, caregivers and community members play on PIC.

**4. Approval of Agenda**

PIC-13 moved by Shazia Hassan  
seconded by Komal Dhand-Thom

Resolved, that the agenda, be approved.

..... carried

**5. Minutes of the Parent Involvement Committee (PIC) Meeting, May 26, 2022**

PIC-14 moved by Alexa Barkley  
seconded by Tina Walia

Resolved, that the Minutes of the Parent Involvement Committee (PIC) Meeting, held May 26, 2022, be approved.

..... carried

**6. Notable Celebrations and Board Activities for September**

Romana Siddiqui stated that Orange Shirt/National Day for Truth and Reconciliation Day will be celebrated on September 30, 2022.

**7. PIC Updates**

Romana Siddiqui recognized outgoing PIC members and thanked them for their work. She expressed her appreciation to returning PIC members and welcomed the new incoming members, Shazia Irfan, Indra Srinivas, Sweetie Sharma, Stacey Ann Brooks, and Michael Ben. Community representation on PIC membership was also acknowledged.

**8. Reports from Parent, Community and PSPC/Student Voice Representation**

Romana Siddiqui advised that a new student representative will be contacted in the coming weeks and introduced at a future meeting.

**9. New PIC Structure**

Co-chair Siddiqui advised that PIC parent members will work collaboratively with the 13 Superintendents of Education and Families of Schools to support school councils with parent engagement and activities. Using organizational charts, she explained the new structure for PIC members to work with Peel DSB Field Offices and advised that alternate representatives will support the parent members. General Counsel and Governance Officer, Kathryn Lockyer, referred to the Terms of Reference and provided clarification on the number of parent members allowed on PIC. She suggested that roles, responsibilities, and authorities can be discussed further during the review of the Terms of Reference and By-laws.

Romana Siddiqui stated that elections for Executive Positions of Chair, Co-Chair, Secretary, and Treasurer will take place at the next meeting, and she invited members to email her a short bio and position of interest. Listing the sub-committees as, Strategic Planning, Parent Ambassador Training Program, Parent Conferences, By-Laws, and Selections, Romana Siddiqui encouraged members to sign up for two sub-committees and noted that sub-committee membership is open to members of the public.

PIC-15 moved by Barbara Cyr  
seconded by Shazia Hassan

Resolved, that until the PIC By-laws and Terms of Reference have been updated, in the interim for this meeting, 13 parent members be allowed as membership.

..... carried

**10. Report on PIC Budget and Events from 2021-2022**

Chair Siddiqui provided information on PIC's 2020-2021 and 2021-2022 core and program funding. She shared information on the series of events, consultations, and workshops that took place over the past two years, and advised that the funds were utilized for books, resources, meetings, training, etc.



## **11. Budget 2022-2023 – Parent Engagement Allocation**

The proposed budget for the current year consisting of three parts, PIC, School Councils, and Parent Reaching Out (PRO) Grants, was reviewed alongside the year-over-year comparison for the past two years. A slight decrease in the PRO Grants component was noted. Romana Siddiqui advised that spending of the PRO Grants will be restructured to work with Families of Schools and enhance learning and educational progress.

Regarding the query on School Council component funding for the 12 schools that are not considered campus schools, Camille Logan, Associate Director, School Improvement and Equity, Leadership, Innovation and Safe Schools, will bring a response to the next meeting.

A list of planned events and activities for 2022-2023 was shared. Alexa Barkley spoke about networking and educational events planned for September to November 2022 which included information sharing on the education system, role of trustees, National Truth and Reconciliation Week, Child Abuse Prevention Month, Islamic Heritage Month, training on Anti-Islamophobia, 2SLGBTQ, Indigenous education, mental health and well-being, Bullying Awareness and Prevention. Other proposed topics are: Foundations in Equity, Anti-Racism, and Anti-Oppression; School Council Orientation; Parent Ambassador Program; Restorative Justice; School Council Equity Training; Food Security and Supports; Autism Awareness; Special Education; It's a Family Affair (IAFA).

## **12. Trustee Municipal and School Board Elections**

Co-Chair Siddiqui stated that the 2022 Ontario Municipal and School Board Trustee Elections will take place on October 24, 2022. She encouraged everyone to access the information published on the Peel DSB website and to vote.

## **13. Reports from Parent and Community Members**

Members were invited to introduce themselves and provide background information.

## **14. Director's Office Updates**

Associate Director Logan provided updates on continuing with Covid safety protocols and a letter from Peel Public Health regarding isolation to mitigate spread of Covid, which was sent to families through the school system. She stated that Peel DSB has introduced a virtual school for elementary level with current enrolment of 1860 students; and secondary virtual school is designed and structured for online learners to support digital literacy and has approximately 1600 students enrolled. Camille Logan highlighted some of the learning programs and summer school programs. A video was played of the culture camp organized in consultation with Indigenous Education Advisory Circle, held for indigenous students to learn about traditional teachings of the land.

**14. Director’s Office Updates (Continued)**

Yonnette Dey, Superintendent of Equity, Community Leadership, Partnerships and Engagement, provided an update on the Equity department work of creating alliances with family support systems and Welcome Centres. She introduced Lisa Hart, who replaces Donna Ford as Superintendent of Equity, Indigenous Education, Anti-Racism, Anti-Oppression, and School Engagement, and apprised members of onboarding and training provided to equity department staff.

**15. Trustee Updates**

Trustee Susan Benjamin stated that the World Health Organization has recommended to continue following Covid safety protocols. She reported that the Mayor of Mississauga and Councillor of Mississauga Ward 5 organized a Townhall meeting in Malton and addressed issues on safety of students walking to school, awareness of speed limits near schools, sex trafficking, and food insecurities for students. She recommended that PIC reach out to schools that do not have school councils, to assist with establishing more School Councils.

**16. Questions from Committee Members**

Romana Siddiqui stated that in future there will be an Action/Motion Log for tracking reports. The Destreaming report requested in May 2022 will be brought to a future meeting.

**17. Public Question Period**

Austin Tian, a parent of a Peel DSB student, asked about guidance to deal with the situation if a teacher will not check or respond to emails, nor schedule an appointment for a phone interview. Associate Director Logan stated that if a parent is unable to resolve an issue with a teacher, the parent may contact the principal or vice-principal to find a resolution.

A member of the public inquired about the process for accessing PIC funds. Romana Siddiqui will provide more information on PIC’s portfolio and handling of the funds in the near future.

**18. Adjournment**

PIC-16 moved by Diane Sardi  
seconded by Michael Ben

Resolved, that the meeting adjourn (18:55 hours).

..... carried

.....Co-Chair.....Co-Chair

## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Special Education Advisory Committee of the Peel District School Board, held on Tuesday, September 20, 2022, at 19:00 hours. The meeting was held by electronic means, under Ontario Regulation 463/97, as amended.

### Members present:

Shelley Foster, VOICE for Deaf and Hard of Hearing Children, Chair  
Nicole Buckett, Fragile X Research Foundation of Canada  
Barbara Cyr, Association for Bright Children, Peel Chapter  
Jennifer Knight, Easter Seals Ontario  
Sue Lawton, Trustee  
John Marchant, Trustee  
Kathy McDonald, Trustee  
Wes McDonald, VIEWS for the Visually Impaired (19:25 hours)  
Carol Ogilvie, Learning Disabilities Association of Peel Region  
Sinthusha Panchalingam, Canadian Mental Health Association, Peel  
Dorothy Peddie, FASworld Canada, Peel Chapter  
Fauzia Reza, Autism Ontario, Peel Chapter  
Ann Smith, Brampton-Caledon Community Living

### Member absent:

Mary Wright, Down Syndrome Association of Peel, Vice-Chair

### Also present:

Will Davies, Trustee

### Administration:

Jennifer Newby, Superintendent, Special Education, Social Emotional Learning and Well-being (Executive Member)  
Paul Da Silva, Associate Director, School Improvement and Equity, Special Education, Social Emotional Learning and Well Being  
Kathryn Lockyer, General Counsel and Governance Officer  
  
Nicole Fernandes, Board Reporter

### 1. **Approval of Agenda**

SE-57, moved by Sue Lawton, that the agenda be approved.

..... carried

**2. Land Acknowledgement**

The Land Acknowledgement was read.

**3. Conflict of Interest**

There were no declarations of conflict of interest.

**4. Minutes of the Special Education Advisory Committee Meeting, June 14, 2022**

SE-58, moved by Kathy McDonald, that the Minutes of the Special Education Advisory Committee Meeting, held June 14, 2022, be approved.

..... carried

**5. Written Questions, Notices of Motion, and Petitions**

There were no written questions, notices of motion, or petitions.

**6. Accessibility Committee**

Candice Nameth, Manager of Abilities, Wellness and Attendance, noted that PDSB is in the second year of the 2020-2022 Accessibility Plan. The Accessibility Work Group and the Advisory Committee will meet in October to work on developing a five-year Accessibility Plan. Candice Nameth confirmed that the next update report will contain more details of the activities and actions of the Accessibility Committee. She responded to questions of clarification, noting that legislated reporting requirements have been met for this year, and representation from SEAC will be invited when the Committee is reconstituted. She will follow up with regard to the requirement to review of the Accessibility Plan by the end of September, and receiving SEAC input.

SE-59, moved by Jennifer Knight, that the oral report re Accessibility Committee, be received.

..... carried

**7. Superintendent Report**

Providing an oral report, Jennifer Newby, Superintendent of Special Education, Social Emotional Learning and Well-being, highlighted the summer learning programs offered to students with special needs, including coaching programs, Minecraft, and arts and virtual programs. She reported on the Gifted screener pilot, noting the criteria for selection of schools, consultations with parents and guardians, and the self-identification survey for students to participate in the screening. With regard to the Modified Day schools, Superintendent Newby stated the schools continue to have important discussions on exploring ways to support students in the Modified Day program, reducing concerns related to diagnoses, and gathering relevant data from the forms.

**7. Superintendent Report (Continued)**

In response to questions of clarification, she confirmed that she will follow up as to whether data on demographics and exceptionality of students in Modified Day schools is gathered. She advised that students will take the CCAT and the NGAT tests during November and December, and the administration is reviewing how the results will be communicated to parents. SEAC will be provided a summary report of the results.

SE-60, moved by Jennifer Knight, that the Superintendent Report (oral), be received.

..... carried

**8. Excursions**

Coordinating Principal, Curriculum, Instruction and Assessment, Greg Pearson, reviewed the report in detail, explaining pertinent sections in Excursions Policy 17 and the Operating Procedure (OP). He noted that Getting Everyone Onboard–Inclusive Field Trip Planning, is to be used to support the expectation of inclusive excursions. He advised that the Policy and OP have been updated in 2018 and 2019, respectively. A link to the documents referred to in the report will be provided to Committee members.

Members expressed concerns regarding: students with disabilities who are brought along for the excursion, but may not be fully engaged and participating in activities; ensuring that vendors provide accessible and inclusive programs for all students. Greg Pearson explained that schools use a checklist for inclusive field trip planning, and educators are asked to ensure compliance with Board policies and procedures and to communicate any matters of non-compliance. The administration responded with clarification regarding: support for students with physical disabilities for overnight excursions; school administrators are responsible for disseminating the Excursion Policy and OP to school councils; a Policy Management Program is being finalized and relevant OPs will be posted to the public website; documentation and communications relating to the request for vendors and the list of preferred vendors; opportunity for SEAC to provide feedback on the documentation provided to vendors; accessibility issues in older schools and the Central Board Office; commitment that the concerns will be shared with the senior leadership.

SE-61, moved by Jennifer Knight, that the report re Excursions, be received.

..... carried

**9. Psychology Department Allocations and Workflow**

Dawn Addison, Coordinating Principal, Social Emotional Learning and Well-Being, PSSP, Equity and Anti-Oppression Practices, reviewed the report, noting that staff continue to review practices through a lens of anti-oppression and anti-racism. She stated that the new allocation model was created to ensure equitable access to Psychology services based on need.

**9. Psychology Department Allocations and Workflow (Continued)**

All schools will be assigned a Psycho-educational Consultant as a school resource, who will be responsible for the Student Review Process and consultations at the school. Each superintendency will have four to six Psycho-educational Consultants who will be assigned psycho-educational assessments by a centralized group of Assessment Consultants and will also review needs and determine priority of assessments. The administration clarified regarding: no waiting list for students needing psycho-educational assessments; time limits to complete assessments for students. A member spoke of the need for a process to communicate when assessment will commence, as well as for an appeal process and documentation for parents to understand why their cases are delayed or not prioritized. Another member commented on assessments for Gifted students not being prioritized, and discrepancy in Gifted spaces between North and South Peel. Dawn Addison advised that the shortage of Psycho-Educational Consultants is being experienced across North America, and PDSB is working with external consultants and reaching out to groups providing assessment services. Superintendent Newby stated that the Special Education Parent Concern Protocol will be brought to the next SEAC meeting.

SE-62, moved by Kathy McDonald, that the report re Psychology Department Allocations and Workflow, be received.

..... carried

**10. Inclusion Coach and Assistive Technology Resource Teachers – Update**

This item was deferred to the next meeting.

**11. Reports from Representatives on Councils/Associations**

Chair Foster reported that VOICE for Deaf and Hard of Hearing has been receiving feedback from the association’s representatives on other school boards’ SEACs. Meetings will now be held regularly to share best practices. She asked staff to direct parents of deaf and hard of hearing children to the association’s website for details of a family social picnic being held in Milton.

Carol Ogilvie reported on changes within Learning Disabilities Association of Peel Region in regard to the new Executive Director and Program Coordinator, and the hiring of an Academic Tutoring Coordinator. She stated that the association will move to St. Hilary Catholic School, which will allow the possibility of expansion in the future.

**12. Questions Asked by Committee Members**

Kathy McDonald referred to the Graduation Coach positions, and she inquired as to how vacancies are communicated to the public. Superintendent Newby and Associate Director of School Improvement and Equity, Special Education, Social Emotional Learning and Well-Being, Paul de Silva, will follow up.

## 12. Questions Asked by Committee Members (Continued)

Carol Ogilvie referred to the tutoring supports and asked whether a report will be brought to SEAC which will provide data with regard to students with special needs. She queried as to whether update reports on Early Reading and De-streaming will be brought to SEAC. She asked about the Board's plans for the professional development days in terms of special education and the agenda set by the province for these days. Shelley Foster advised SEAC members to email her if they would like specific reports being brought to the Committee. She stated that, following discussion with Superintendent Newby, these reports can be added to the SEAC agenda.

Carol Ogilvie noted that a new term of SEAC membership will be commencing, and she asked about the process. Chair Foster advised that the process is being reviewed, and Superintendent Newby indicated that the Board will be looking for organizations or associations to fill the vacant position. She stated that SEAC can also have members-at-large. General Counsel and Governance Officer, Kathryn Lockyer, confirmed that the association should support children with special education needs.

Barbara Cyr spoke about students being exempt from French, indicating that past practice was to permit exemption because the special education student was not benefitting or had a disability. She reported on a situation where a parent was told that it would be months before the request for exemption would be approved. Kathryn Lockyer advised that a report on regulations and policies can be brought back.

Trustee Lawton advised that the hiring of additional 100 Educational Assistants was approved through the Budget. Acknowledging that these positions are difficult to fill, she asked about the status of hiring Educational Assistants. She remarked that the Board needs to continue to work hard to fill the vacancies.

## 13. Motion / Action Log

Superintendent Newby noted that the Motion/Action Log will be amended due to deferral of items today, and she drew members' attention to the changed format. The Log has been streamlined into one report.

A member referred to Minecraft presentation and, commenting that there are students who cannot access the program, she asked as to how the Board monitors that all students can use the program. In response to her question about the vetting process, Superintendent Newby advised that a PDSB team from several departments reviewed the program with the vendor. Guides, resources, and How To documents were provided. She asked the member to provide specific cases, if possible, and confirmed that she will follow up. She remarked on the need to remind staff of the broad range of special needs.

The following items will be added to the Motion/Action Log:

- i) Follow-up regarding required review of the Accessibility Plan by end-September, and SEAC providing input. (Item 6 of these Minutes)
- ii) Summary report of results of the CCAT and NGAT tests taken in November and December will be brought to SEAC. (Item 7 of these Minutes)

**13. Motion / Action Log (Continued)**

iii) Process to advertise Graduation Coaches' vacancies. (Item 12 of these Minutes)

SE-63, moved by Barbara Cyr, that the report re Motion/Action Log, be received.

..... carried

**14. Staff Led Consultation**

**1. SEAC Consultation on Revision of Special Education Plan – Section E: Placements by Exceptionality (oral)**

This item was deferred to the next meeting.

**2. SEAC Sub-Committees**

Superintendent Newby brought to the Committee's attention that she and Chair Foster had discussed regarding interest in establishing SEAC sub-committees going forward. She invited members to email her or Chair Foster, and also asked members to email her if they would like her to attend committees or community events, or speak to community members.

A member noted that, last year, SEAC was offered funding from the Parent Involvement Committee. She stated that the offer may be made this year as well, and suggested creating a SEAC brochure for distribution to parents and children when they first start school.

**15. Adjournment**

SE-64, moved by John Marchant, that the meeting adjourn (21:22 hours).

..... carried

..... Chair



## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Audit Committee of the Peel District School Board held electronically under Regulation 463/97 of the Education Act, as amended, on Friday, September 30, 2022, at 15:00 hours.

### Members present:

Balbir Sohi, Chair  
Susan Benjamin  
Will Davies  
Pradeep Sinha

### Members absent:

Aine Sachdev

### Also present:

Paula Hatt, Senior Manager, Regional Internal Audit Team  
Josh Trigiani, External Auditor, BDO Canada LLP

### Administration:

Jaspal Gill, Associate Director, Operations and Equity of Access (Executive Member)  
Tania Alatishe-Charles, Controller, Finance Support Services (Executive Back-up Member)  
Renée Lucas, Senior Internal Auditor

Lorelei Fernandes, Board Reporter

### 1. Land Acknowledgement

The Land Acknowledgement was read.

### 2. Approval of Agenda

AC-20, moved by Susan Benjamin, that the agenda be approved.

..... carried

### 3. Declaration of Conflict of Interest

There were no declarations of conflict of interest.

**4. Minutes of the Audit Committee Meeting, June 9, 2022**

AC-21, moved by Pradeep Sinha, that the Minutes of the Audit Committee meeting, held June 9, 2022, be approved.

..... carried

**5. Audit Committee Work Plan**

Controller of Finance Support Services, Tania Alatishe-Charles, reviewed the Work Plan which follows requirements under Regulation 361/10. Highlighting duties related to the Boards internal controls, duties related to the external auditor, and the engagement letter, she noted that reports will be provided by the internal and external auditors later in the meeting.

AC-22, moved by Will Davies, that the report re Audit Committee Work Plan, be received.

..... carried

**6. Ministry Memorandums re OSBIE**

Controller Alatishe-Charles reported that on July 6, 2022 and September 20, 2022, the Ministry issued memorandums to school boards requiring them to consolidate their proportional share of Ontario School Boards Insurance Exchange (OSBIE). Providing background information, she explained how OSBIE works with school boards. Tania Alatishe-Charles stated that all member school boards have reviewed the Ministry's directive and do not agree with the request for various reasons, including differences in financial reporting standards and year ends. She advised that the Council of Senior Business Officials (COSBO) has met with the 72 boards to discuss the nature of the request, and plan to engage with the Ministry and the Auditor General for further discussions. The administration responded to questions of clarification on joint accountability between school boards and OSBIE. Josh Trigiani, External Auditor, provided further clarification noting the reciprocal relationship between OSBIE and school boards, and the Ministry's request. On a query about next steps, Josh Trigiani advised that there has been no formal opinion published as yet, but there are ongoing discussions with Ministry staff, with the expectation of reaching an agreement.

**7. Audit Planning Report (BDO)**

External Auditor, Josh Trigiani, referred to the Letter of Engagement provided in the report. He stated that the planning work began in summer 2022, and a large portion of audit work and information systems portion of the financial statement audit has been completed, and field work will begin in the week of October 17, 2022. He reviewed the auditors' responsibilities related to fraud, noting that currently no fraud has been found affecting the board.

**7. Audit Planning Report (BDO) (Continued)**

Josh Trigiani highlighted the three risks: information technology; grants revenue and receivable; management override of controls. Other areas of audit focus included capital asset acquisitions and materiality. The audit approach was explained and recommended resources for Audit Committee were reviewed. An update report will be brought to the next Audit Committee meeting.

AC-23, moved by Pradeep Sinha, that the Audit Planning Report (BDO), be received.

..... carried

**8. Peel DSB Regional Internal Audit Update and Annual Report**

Senior Regional Internal Audit Manager, Paula Hatt, reported on progress being made on completing two engagements outstanding from previous years, IT Asset Management and Purchasing Controls. The current year's engagements include Critical Position Identification and Legislative Compliance Tool, for which the objectives and scope have been outlined in the report. Paula Hatt noted that at the June 2022 Audit Committee meeting, the possibility of replacing the Critical Position engagement with an audit of Guidance Counsellor department was raised. She asked for reconfirmation of the 2022-2023 plan to incorporate amendments if any. Paula Hatt noted other planned activities and follow up work for which results will be updated in March 2023. She reviewed the Regional Internal Audit Team (RIAT) Annual Report for 2021-2022 outlining the RIAT mandate, purpose, staffing, independence confirmation, professional development, memberships, and quality assurance and improvement program.

Chair Sohi suggested an amendment to the work plan by prioritizing the undertaking of the Guidance Counsellor department audit. The administration expressed their concerns with taking on this audit, noting that the Guidance department is currently undergoing a major overhaul through the Ministry directives and protocols are being re-established. Referring to the timing of the audit and collective agreements, they suggested deferring this engagement for a year or two to assess the impact on students after changes have been made. Following discussions by committee members, a request was made that RIAT undertake a Guidance department benchmarking engagement by contacting other school boards and RIAT auditors. The estimated timeline for an audit was indicated as six months or more depending on the scope of work. Following further discussion on whether to proceed with a benchmarking engagement or a full audit, a request was made to prioritize an audit of the Guidance Counsellor department for the 2022-2023 school year.

AC-24, moved by Susan Benjamin, that the Peel DSB Regional Internal Audit Update and Annual Report, be received.

..... carried

**9. Internal Audit Log**

Senior Internal Auditor, Renée Lucas, stated that the report contains a summary of elementary and secondary schools listed by most recent audits dates. The schools are audited on a five-year cycle by three internal auditors on a rotational basis.

AC-25, moved by Will Davies, that the Internal Audit Log, be received.

..... carried

**10. Adoption of the In Committee Report**

AC-26, moved by Pradeep Sinha, that the report of the In Committee Session re School Audits: Summary of Common Audit Findings for the Reporting Period September 2021-August 2022 be received.

..... carried

**11. Adjournment**

AC-27, moved by Will Davies, that the meeting adjourn (16:00 hours).

..... carried

..... Chair

## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Curriculum, Equity and Student Well-Being Committee of the Peel District School Board, held on Thursday, October 13, 2022, at 17:30 hours. The meeting was held by electronic means, under Ontario Regulation 463/97, as amended.

Member present:

Susan Benjamin, Chair

Also present:

Robert Crocker  
Will Davies  
Sue Lawton

Members absent: (apologies received marked\*)

Carrie Andrews \*  
Brad MacDonald \*  
John Marchant  
Nokha Dakroub \*  
Kathy McDonald

Administration:

Yonnette Dey, Superintendent of Equity, Community Leadership, Partnership and Engagement (Executive Member)  
Rasulan Hoppie, Superintendent, Curriculum, Instruction and Assessment  
Camille Logan, Associate Director, School Improvement and Equity, Curriculum and Instruction, Student and Community Engagement  
Kathryn Lockyer, General Counsel and Governance Officer  
  
Nicole Fernandes, Board Reporter

**1. No Quorum and Adjournment**

As there was no quorum present after 15 minutes of the start time, in accordance with Section 5.14 of the PDSB By-laws, the meeting was adjourned (17:45 hours).

..... Chair

## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Special Education Advisory Committee of the Peel District School Board, held on Thursday, October 20, 2022, at 19:00 hours. The meeting was held by electronic means, under Ontario Regulation 463/97, as amended.

### Members present:

Shelley Foster, VOICE for Deaf and Hard of Hearing Children, Chair  
Barbara Cyr, Association for Bright Children, Peel Chapter  
Sue Lawton, Trustee  
Kathy McDonald, Trustee  
Wes McDonald, VIEWS for the Visually Impaired  
Anju Mistry, Down Syndrome Association of Peel  
Carol Ogilvie, Learning Disabilities Association of Peel Region  
Sinthusha Panchalingam, Canadian Mental Health Association, Peel  
Dorothy Peddie, FASworld Canada, Peel Chapter  
Fauzia Reza, Autism Ontario, Peel Chapter  
Ann Smith, Brampton-Caledon Community Living

### Members absent:

Nicole Buckett, Fragile X Research Foundation of Canada  
Jennifer Knight, Easter Seals Ontario  
John Marchant, Trustee

### Also present:

Will Davies, Trustee

### Administration:

Ted Byers, Acting Superintendent, Special Education, Social Emotional Learning and Well-being (Executive Member)  
Kathryn Lockyer, General Counsel and Governance Officer  
Nicole Fernandes, Board Reporter

## 1. Approval of Agenda

The following changes were made to the agenda:

Item 10.1 Superintendent's Report - oral (added)  
Item 10.2 Inclusion Coach and Assistive Technology Resource Teachers Update (reordered)

**1. Approval of Agenda (Continued)**

SE-65, moved by Ann Smith, that the agenda, as amended, be approved.

..... carried  
2/3rds' majority

**2. Land Acknowledgement**

The Land Acknowledgement was read.

**3. Conflict of Interest**

There were no declarations of conflict of interest.

**4. Minutes of the Special Education Advisory Committee Meeting, September 20, 2022**

SE-66, moved by Dorothy Peddie, that the Minutes of the Special Education Advisory Committee Meeting, held September 20, 2022, be approved.

..... carried

**5. Written Questions, Notices of Motion, and Petitions**

There were no written questions, notices of motion, or petitions.

**6. Superintendent's Report**

Acting Superintendent, Special Education, Social Emotional Learning and Well-being, Ted Byers, reported that he is filling in for Jennifer Newby who is away for a short period of time. Referring to the question raised by a member at the September 2022 SEAC meeting regarding communication of graduation coach vacancies, Superintendent Byers noted that the vacancies were posted on job websites, such as LinkedIn, Indeed, and the BIPOC job website. Information was also shared with employee resource groups, such as Peel Association of African Canadian Educators (PAACE), the Indigenous educators' network, PINE, and Muslim Association of Educators, as well as with Black system leaders who were asked to share the information with their networks and post on social media. Hiring is being coordinated by the Equity department, who are in the process of reviewing applications.

SE-67, moved by Dorothy Peddie, that the oral Superintendent's Report, be received.

..... carried

**7. Inclusion Coach and Assistive Technology Resource Teachers Update**

Saira Salman, Coordinating Principal, reviewed the report regarding the role of the Inclusion Coaches (IC) and the Assistive Technology Resource Teachers (ATRT), who have been working with Grades 6-12 schools, focused on Ministry Directives 12, 14, 19, and 20. The Inclusion Coaches' team meets once a month to engage in professional learning and collaboration, and this month the focus was on understanding the importance of how students' intersectional identities impact their experience in school. They are currently working primarily with Grades 9 and 10 de-streamed classes to ensure students are being supported and technology is integrated. The Assistive Technology Resource Teachers have been collaborating with schools to ensure students with approved Special Equipment Amount (SEA) claims have quicker access to technology through the new service request process. The ATRT team is working with special education educators on how to submit SEA claims, and effectively use the assistive technology and accessibility features in the various technologies offered.

A member asked about the process to ensure parents are made aware of assistive technology supports available through SEA. The administration noted that the recommendation for assistive technology is usually through a psycho-education report, an occupational therapy report, or other diagnosis identification. Parents can discuss with their child's ISSP teacher, and a SEA claim can be made following discussion at a student review meeting. ISSP teachers also review the profiles of special education students to determine who may need or benefit from assistive technology and the Special Education Resource Teacher completes the SEA claim. Superintendent Byers confirmed that the question will be taken back to staff for further discussion. Suggestions were made to add SEA claim in the IEP form, and for teachers to raise the issue during parent-teacher interviews and meetings.

SE-68, moved by Kathy McDonald, that the update report re Inclusion Coach and Assistive Technology Resource Teachers, be received.

..... carried

**8. Reports from Representatives on Councils/Associations**

Fauzia Reza reported that Children's Mental Health Ontario in partnership with Autism Ontario has developed a bilingual training program to build capacity in delivering integrated mental health services for autistic children and youth. Training starts in November 2022.

Carol Ogilvie reported that October is Learning Disabilities' Awareness Month. She indicated that marketing materials were sent to Superintendent Jennifer Newby. Chair Foster requested members to copy the Superintendent's Assistant when sending emails to the Special Education department.



**9. Questions Asked by Committee Members**

Barbara Cyr reported that she has heard from some parents that they are being told by school staff that Peel DSB plans to close all enhanced learning classes and parents should not be requesting placements. Barbara Cyr stated that this has been going on for a number of years, and asked as to what can be done to stop staff from providing incorrect information to parents. Superintendent Byres indicated that he will follow up.

Barbara Cyr asked about the nominations process for appointments to SEAC for the new term. General Counsel and Governance Officer, Kathryn Lockyer, noted that the Organizational Meeting is scheduled for November 30, 2022, when the Board of Trustees appoint members to SEAC. She stated that existing members of SEAC will be receiving letters shortly from the administration requesting them to indicate whether they wish to be reappointed to SEAC, and the letters will contain all relevant information about the process. Nominations from associations can be received by email. Carol Ogilvie noted that she had asked at the last meeting for a brief report to be brought back to this meeting about the process.

**10. Motion / Action Log**

Superintendent Byres advised that he will review the Motion/Action Log to check if there are any unanswered questions, to which he will bring back responses at the next meeting. He invited members to contact him if there are questions that have not been addressed.

SE-69, moved by Barbara Cyr, that the report re Motion/Action Log, be received.

..... carried

**11. Staff Led Consultation**

**1. Parent Concern Protocol**

Reviewing the Parent Concern Protocol report, Saira Salman outlined the process for parents to communicate their concerns about issues or problems affecting their child's education. She reviewed the graphic organizer and explained the responses that may be expected when speaking to a teacher, principal and superintendent. She noted that Central Board Office Special Education staff, community agencies and SEAC associations, and trustees are available to assist with concerns. During the consultation, feedback from members included: indicating acronyms with full forms to help with better communications; providing multiple points of contact such as posting information in schools, on school websites, creating posters, or a brochure for parents at the beginning of the school year. A member requested more definitive timelines to respond to concerns, rather than indicating that responses will be provided within a reasonable time. A suggestion was made to note trustees and SEAC associations as separate points of contact from Special Education staff, to avoid giving parents the impression that they can be approached only to escalate matters. The entry point for parents should be open to facilitate collaborative work for the right outcomes.

**11. Staff Led Consultation (Continued)**

**1. Parent Concern Protocol (Cont'd)**

Input was invited from SEAC on the format of the graph. Members remarked that providing the information in a flow chart may presume a hierarchical process, whereas a circular flow that centres the child will demonstrate that entry can be at any point, and the work is collaborative.

**12. Adjournment**

SE-70, moved by Barb Cyr, that the meeting adjourn (20:15 hours).

..... carried

..... Chair

## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Physical Planning, Finance and Building Committee of the Peel District School Board, held on November 2, 2022, at 17:02 hours. The meeting was held by electronic means, under Ontario Regulation 463/97, as amended.

Members present:

Robert Crocker, Chair  
Stan Cameron  
Will Davies  
Sue Lawton  
Balbir Sohi (17:39)

Also present:

Susan Benjamin (17:34)  
Brad MacDonald

Member absent:

David Green, Vice-Chair

Administration:

Randy Wright, Controller, Planning and Accommodation Support Services (Executive Member)  
Tania Alatishe-Charles, Controller, Finance Support Services  
Wendy Dobson, Acting Controller, Corporate Support Services  
Jaspal Gill, Associate Director, Operations and Equity of Access  
Kathryn Lockyer, General Counsel and Governance Officer  
Thomas Tsung, Controller, Facilities and Environmental Support Services  
  
Nicole Fernandes, Board Reporter

**1. Call to Order**

Chair Robert Crocker called the meeting to order at 17:02 hours.

**2. Physical Planning, Finance and Building Committee (Closed Session)**

PB-44, moved by Sue Lawton, that the Committee move into Closed Session (17:02 hours).

..... carried

The meeting recessed at 17:19 hours and reconvened at 17:30 hours.

**3. Rise and Report from Closed Session**

PB-45, moved by Will Davies, that the report of the Closed Session re Combined Capital Projects Status Report; Report on Tenders: Thomas Street Middle School Addition; Artificial Surface Track and Fields: (i) Erindale Secondary School; (ii) Turner Fenton Secondary School; (iii) Cawthra Park Secondary School, and Tender Activity Report for August 1, 2022, to September 30, 2022, be received, and the recommendations contained therein, be approved.

..... carried

**4. Acknowledgement of Traditional Lands**

Chair Crocker read the Land Acknowledgement.

**5. Approval of Agenda**

PB-46, moved by Sue Lawton, that the agenda be approved.

..... carried

**6. Conflict of Interest**

There were no declarations of conflict of interest.

**7. Minutes of the Student Transportation of Peel Region (STOPR) Governance Committee Meeting, June 24, 2022**

PB-47, moved by Stan Cameron, that the Minutes of the Student Transportation of Peel Region Governance Committee Meeting, held June 24, 2022, be received.

..... carried

**8. Minutes of the Physical Planning, Finance and Building Committee Meeting, September 7, 2022**

PB-48, moved by Sue Lawton, that the Minutes of the Physical Planning, Finance and Building Committee Meeting, held September 7, 2022, be approved.

..... carried

**9. Delegation by Andrea Nowak re Transportation for Extended French Students in Secondary School**

Delegating the Committee, Andrea Nowak reported that her child received notification three weeks before start of school that busing is not provided to students in the Extended French and International Baccalaureate programs. She spoke of her difficulties getting her child to and from Turner Fenton Secondary School, which is outside of their home school boundary. She noted courtesy busing may be available but is offered approximately two months after start of school and may be withdrawn if a home school student requires busing. Andrea Nowak remarked that a student should not be in a position to not attend the Extended French program because of where they live or because their family cannot afford private transportation. She requested that the Board reconsider transportation criteria for the secondary school Extended French program. Chair Crocker confirmed that a response will be provided to the delegation.

**10. Annual Planning Document – 2022-2023**

Controller of Planning and Accommodation Support Services, Randy Wright, explained that the Annual Planning Document is the Board's major capital planning document and includes recommendations for Board approval for new schools, additions, and proposed school boundary changes. The APD is a result of an almost year-long collaborative process that involved discussions and consultations with principals, superintendents, and trustees.

Suzanne Blakeman, Manager of Planning and Enrolment, Alex Bleicher, Intermediate Planning Officer, Dana Guterres, Senior Planner, Enrolment, and Julian Wigle, Intermediate Planning Officer, reviewed the information in the 2022-2023 APD. With regard to enrolment projections and trends, the pandemic resulted in a significant reduction of approximately 7,000 students in overall elementary enrolment. Secondary enrolment is stable, but the future trend may be impacted by the decline in elementary enrolment. Caledon will be the primary driver of enrolment growth for the next several years. Anomalies in registration due to the pandemic were highlighted, and related to a drop in immigration and withdrawal of students as families moved to more affordable locations. The recommendations contained in the APD were reviewed, including a new school, Mount Pleasant #5 School, projected to be required for Kindergarten-Grade 8 student occupancy in 2025, and additions at Tony Pontes Public School and Elm Drive Public School. The rationale for the proposed boundary changes were reviewed. These are areas of future development and, as such, no existing students will be affected. Boundary changes are proposed to be effective December 1, 2022.

Responding to trustees' questions of clarification, Controller Wright indicated that the administration seeks Board approval for new schools in advance to enable Ministry funding approvals to be completed on time. He explained that the Ministry's capital funding approach is a just-in-time model for students needing to be accommodated, rather than schools being built before communities are populated. He advised that in the case of the additions being recommended today, the Board had initially asked for funding for higher capacity than was received which has now resulted in the need for additions. A trustee commented that this may be an issue for the newly elected trustees to take up with the Ministry.

**10. Annual Planning Document – 2022-2023**

PB-49, moved by Stan Cameron, that the Physical Planning, Finance and Building Committee recommends to the Board:

**1) New School**

That, the following new Mount Pleasant #5 Public School planned for student occupancy in September 2025, be approved:

School	Mun.	Ministry Funding	Org.	Capacity (Est.)	Projected Date Required (September)	Site Status	SOE	Trustee
Mount Pleasant #5 Public School	B	No	K-8	850	2025	Owned	KW	WD

**2) Additions**

That, the following additions be approved:

- (a) an addition at Tony Pontes Public School planned for student occupancy September 2025;
- (b) an addition at Elm Drive Public School planned for student occupancy September 2026

School	Mun.	Ministry Funding	Org.	Existing Capacity	Planned Student Occupancy	Project Scope	Estimated New Capacity	SOE	Trustee
Tony Pontes Public School	C	No	K-8	611	2025	8-10 regular classrooms, washrooms	811	ML	SC
Elm Drive Public School	M	No	K-6	650	2026	8-10 regular classrooms, washrooms	850	LC	JM

**3) Boundary Changes**

**a) Mount Pleasant Village Public School (K-Grade 8) – Boundary Change**

That, effective December 1, 2022, the K-Grade 8 boundary for Mount Pleasant Village Public School be as follows:

Commencing at the intersection of Creditview Road and Fairhill Avenue  
then east along Fairhill Avenue to the west property line of 1 Fairhill Avenue  
then south along the west property line of 1 Fairhill Avenue, continuing in a straight line to Salvation Road  
then south along Salvation Road to Commuter Drive, continuing south in a straight line to the Canadian National Railway tracks  
then west along the Canadian National Railway tracks to Creditview Road  
then north along Creditview Road to the point of commencement.

**10. Annual Planning Document – 2022-2023**

**b) James Potter Public School (K-Grade 5) – Boundary Change**

It is recommended that effective December 1, 2022, the K-Grade 5 boundary for James Potter Public School be as follows:

Commencing at the intersection of Creditview Road and the Canadian National Railway tracks  
then southeast along the Canadian National Railway tracks to the hydro corridor (halfway between Round Stone Drive and Wicklow Road)  
then southwest along the hydro corridor to the Churchville Tributary  
then northwest along the Churchville Tributary to Williams Parkway  
then west along Williams Parkway to the Springbrook Tributary  
then north along the Springbrook Tributary to Creditview Road  
then north along Creditview Road to James Potter Road  
then west along James Potter Road to Creditview Road  
then north along Creditview Road to the point of commencement.

**c) McClure Public School (K-Grade 8) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for McClure Public School be as follows:

Commencing at the intersection of the Canadian National Railway tracks and the hydro corridor (halfway between Round Stone Drive and Wicklow Road)  
then southeast along the Canadian National Railway tracks to Chinguacousy Road  
then south along Chinguacousy Road to Queen Street West  
then west along Queen Street West to the Churchville Tributary  
then north along the Churchville Tributary to the hydro corridor (halfway between Round Stone Drive and Wicklow Road)  
then northwest along the hydro corridor to the point of commencement.

That, effective December 1, 2022, the Grades 6-8 boundary for McClure Public School be as follows:

Commencing at the intersection of Creditview Road and the Canadian National Railway tracks  
then southeast along the Canadian National Railway tracks to Chinguacousy Road  
then south along Chinguacousy Road to Queen Street West  
then west along Queen Street West to the Churchville Tributary  
then north along the Churchville Tributary to Williams Parkway  
then west along Williams Parkway to the Springbrook Tributary  
then north along the Springbrook Tributary to Creditview Road  
then north along Creditview Road to James Potter Road  
then west along James Potter Road to Creditview Road  
then north along Creditview Road to the point of commencement.

**10. Annual Planning Document – 2022-2023 (Continued)**

**d) Jean Augustine Secondary School (Grades 9-12) – Boundary Change**

That, effective December 1, 2022, the Grades 9-12 boundary for Jean Augustine Secondary School be as follows:

Commencing at the intersection of Winston Churchill Boulevard and Mayfield Road  
then east along Mayfield Road to the watercourse west of 1209 Mayfield Road  
then south along the watercourse west of 1209 Mayfield Road to Wanless Drive  
then east along Wanless Drive to Creditview Road  
then south along Creditview Road to the intersection of Creditview Road and Fairhill Avenue  
then east along Fairhill Avenue to the west property line of 1 Fairhill Avenue  
then south along the west property line of 1 Fairhill Avenue, continuing in a straight line to Salvation Road  
then south along Salvation Road to Commuter Drive, continuing south in a straight line to the Canadian National Railway tracks  
then west along the Canadian National Railway tracks to Creditview Road  
then south along Creditview Road to James Potter Road  
then east along James Potter Road to Creditview Road  
then south along Creditview Road to the Springbrook Tributary  
then south along the Springbrook Tributary to the Credit River  
then south along the Credit River to the Churchville Tributary  
then east along the Churchville Tributary to the Orangeville Brampton Railway tracks  
then south along the Orangeville Brampton Railway tracks to Steeles Avenue West  
then southwest along the rear property lines on the east side of Churchville Road to the southernmost rear property line of Shuter Lane  
then southeast along the rear property lines of Outlook Avenue to the rear property lines of Neopolitan Road  
then east along the rear property lines of Neopolitan Road to the Orangeville Brampton Railway tracks  
then south along the Orangeville Brampton Railway tracks to the Brampton/Mississauga City Limits  
then west along the Brampton/Mississauga City Limits to Winston Churchill Boulevard  
then north along Winston Churchill Boulevard, continuing in a straight line along the Region of Peel boundary to the point of commencement.

**e) David Suzuki Secondary School (Grades 9-12) – Boundary Change**

That, effective December 1, 2022, the Grades 9-12 boundary for David Suzuki Secondary School be as follows:

Commencing at the intersection of Creditview Road and the Canadian National Railway tracks  
then east along the Canadian National Railway tracks to Chinguacousy Road  
then north along Chinguacousy Road to Bovaird Drive West  
then east along Bovaird Drive West to the Orangeville Brampton Railway



**10. Annual Planning Document – 2022-2023 (Continued)**

**e) David Suzuki Secondary School (Grades 9-12) – Boundary Change (Cont'd)**

then south along the Orangeville Brampton Railway to Williams Parkway  
then east along Williams Parkway to Hurontario Street  
then south along Hurontario Street to Queen Street West  
then west along Queen Street West to the Springbrook Tributary  
then north along the Springbrook Tributary to Creditview Road  
then north along Creditview Road to James Potter Road  
then west along James Potter Road to Creditview Road  
then north along Creditview Road to the point of commencement.

**f) Somerset Drive Public School (K-Grade 5) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for Somerset Drive Public School be as follows:

Commencing at the intersection of Hurontario Street and Highway 410  
then east along Highway 410 to the east property line of 1 Lighthouse Drive  
then south along the east property line of 1 Lighthouse Drive, continuing in a straight line to the Etobicoke Creek  
then south along the Etobicoke Creek to Mayfield Road  
then east along Mayfield Road to the east property line of 3377 Mayfield Road  
then south along the east property line of 3377 Mayfield Road to the south property line of 3377 Mayfield Road  
then west along the south property line of 3377 Mayfield Road to the east property line of 4 Inder Heights Drive  
then south along the east property line of 4 Inder Heights Drive, continuing in a straight line to the north property line of 13 Eddystone Drive  
then east along the north property line of 13 Eddystone Drive, continuing in a straight line to Kennedy Road  
then south along Kennedy Road to the south property line of 10392 Kennedy Road  
then west along the south property line of 10392 Kennedy Road, continuing in a straight line along the Trans-Canada Pipeline to Hurontario Street  
then north along Hurontario Street to the point of commencement.

**g) Terry Fox Public School (K-Grade 5) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for Terry Fox Public School be as follows:

Commencing at the intersection of the east property line of 3377 Mayfield Road and Mayfield Road  
then east along Mayfield Road to Highway 410  
then south along Highway 410 to Sandalwood Parkway East  
then west along Sandalwood Parkway East to the west property line of 46 Barr Crescent

**10. Annual Planning Document – 2022-2023 (Continued)**

**g) Terry Fox Public School (K-Grade 5) – Boundary Change (Cont'd)**

then south along the west property line of 46 Barr Crescent, continuing in a straight line to the Trans-Canada Pipeline  
then west along the Trans-Canada Pipeline to Kennedy Road  
then north along Kennedy Road to the north property line of 16 Tweedsmuir Court  
then west along the north property line of 16 Tweedsmuir Court, continuing in a straight line to the west property line of 13 Eddystone Drive  
then north along the west property line of 13 Eddystone Drive, continuing in a straight line to the south property line of 3377 Mayfield Road  
then east along the south property line of 3377 Mayfield Road to the east property line of 3377 Mayfield Road  
then north along the east property line of 3377 Mayfield Road to the point of commencement.

**h) Malala Yousafzai Public School (K-Grade 8) – Boundary Change**

That, effective December 1, 2022, the K-Grade 8 boundary for Malala Yousafzai Public School be as follows:

Commencing at the intersection of the west property line of 56 Donlamont Circle and Mayfield Road  
then east along Mayfield Road to McLaughlin Road  
then south along McLaughlin Road to Wanless Drive  
then west along Wanless Drive to Chinguacousy Road  
then north along Chinguacousy Road to the north property line of 11494 Chinguacousy Road  
then east along a straight line parallel to the north property line of 11494 Chinguacousy Road to the west property line of 62 Callandar Road  
then north along the west property line of 62 Callandar Road, continuing in a straight line to the point of commencement.

**i) Brisdale Public School (K-Grade 5) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for Brisdale Public School be as follows:

Part A  
Commencing at the intersection of Creditview Road and Wanless Drive  
then east along Wanless Drive to Chinguacousy Road  
then south along Chinguacousy Road to Sandalwood Parkway West  
then west along Sandalwood Parkway West to Creditview Road  
then north along Creditview Road to the point of commencement.

**10. Annual Planning Document – 2022-2023 (Continued)**

**i) Brisdale Public School (K-Grade 5) – Boundary Change (Cont'd)**

Part B

Commencing at the intersection of Chinguacousy Road and Mayfield Road  
then east along Mayfield Road to the west property line of 56 Donlamont Circle  
then south along the west property line of 56 Donlamont Circle, continuing in a straight line  
to the north property line of 58 Circus Crescent  
then west along the north property line of 58 Circus Crescent, continuing in a straight line to  
Chinguacousy Road  
then north along Chinguacousy Road to the point of commencement.

**j) McCrimmon Middle School (Grades 6-8) – Boundary Change**

That, effective December 1, 2022, the Grades 6-8 boundary for McCrimmon Middle School  
be as follows:

Part A

Commencing at the intersection of Creditview Road and Wanless Drive  
then east along Wanless Drive to Chinguacousy Road  
then south along Chinguacousy Road to the watercourse south of Duffield and north of  
Nelson Mandela Public School  
then southeast along the watercourse to Edenbrook Hill Drive  
then south along Edenbrook Hill Drive to Bovaird Drive West  
then west along Bovaird Drive West to Chinguacousy Road  
then south along Chinguacousy Road to Canadian National Railway tracks  
then west along the Canadian National Railway tracks to Bovaird Drive West  
then west in a straight line from the intersection of the Canadian National Railway tracks and  
Bovaird Drive West to the intersection of Commuter Drive and Salvation Road  
then north along Salvation Road, continuing in a straight line to Creditview Road  
then north along Creditview Road to the point of commencement.

Part B

Commencing at the intersection of Chinguacousy Road and Mayfield Road  
then east along Mayfield Road to the west property line of 56 Donlamont Circle  
then south along the west property line of 56 Donlamont Circle, continuing in a straight line  
to the north property line of 58 Circus Crescent  
then west along the north property line of 58 Circus Crescent, continuing in a straight line to  
Chinguacousy Road  
then north along Chinguacousy Road to the point of commencement.

**10. Annual Planning Document – 2022-2023 (Continued)**

**k) Countryside Village Public School (K-Grade 8) – Boundary Change**

That, effective December 1, 2022, the K-Grade 8 boundary for Countryside Village Public School be as follows:

**Part A**

Commencing at the intersection of Highway 410 and Mayfield Road  
then east along Mayfield Road to the watercourse east of 175 Russell Creek Drive  
then south along the watercourse to Countryside Drive  
then west along Countryside Drive to Highway 410  
then north along Highway 410 to the point of commencement.

**Part B**

Commencing at the intersection of Bramalea Road and Mayfield Road  
then east along Mayfield Road to Airport Road  
then south along Airport Road to Countryside Drive  
then west along Countryside Drive to Bramalea Road  
then north along Bramalea Road to the point of commencement.

**l) Larkspur Public School (K-Grade 5) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for Larkspur Public School be as follows:

**Part A**

Commencing at the intersection of Sandalwood Parkway East and Bramalea Road  
then east along Sandalwood Parkway East to Sunny Meadow Boulevard  
then southeast along Sunny Meadow Boulevard to the Trans Canada Pipeline south of  
171 Sunny Meadow Boulevard  
then east along the Trans Canada Pipeline to Torbram Road  
then south along Torbram Road to Bovaird Drive East  
then west along Bovaird Drive East to Bramalea Road  
then north along Bramalea Road to the point of commencement.

**Part B**

Commencing at the intersection of the watercourse east of 65 Goodview Drive and Inspire  
Boulevard  
then east along Inspire Boulevard to Bramalea Road  
then south along Bramalea Road to Countryside Drive  
then west along Countryside Drive to the watercourse east of 32 Puffin Crescent  
then north along the watercourse to the point of commencement.

**10. Annual Planning Document – 2022-2023 (Continued)**

**m) Hewson Public School (K-Grade 5) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for Hewson Public School be as follows:

**Part A**

Commencing at the intersection of Bramalea Road and Countryside Drive  
then east along Countryside Drive to Torbram Road  
then south along Torbram Road to Australia Drive  
then west along Australia Drive to Moss Way  
then west along Moss Way, continuing in a straight line to the watercourse west of Niceview Drive  
then north along the watercourse to Father Tobin Road  
then west along Father Tobin Road to Bramalea Road  
then north along Bramalea Road to the point of commencement.

**Part B**

Commencing at the watercourse east of 175 Russell Creek Drive and Mayfield Rd  
then east along Mayfield Road to Bramalea Road  
then south along Bramalea Road to Inspire Boulevard  
then west along Inspire Boulevard to the watercourse east of 65 Goodview Drive  
then north along the watercourse to the point of commencement.

**n) Sunny View Middle School (Grades 6-8) – Boundary Change**

That, effective December 1, 2022, the Grades 6-8 boundary for Sunny View Middle School be as follows:

**Part A**

Commencing at the intersection of Bramalea Road and Countryside Drive  
then east along Countryside Drive to Torbram Road  
then south along Torbram Road to Bovaird Drive East  
then west along Bovaird Drive East to Bramalea Road  
then north along Bramalea Road to the point of commencement.

**Part B**

Commencing at the watercourse east of 175 Russell Creek Drive and Mayfield Rd  
then east along Mayfield Road to Bramalea Road  
then south along Bramalea Road to Countryside Drive  
then west along Countryside Drive to the watercourse east of 32 Puffin Crescent  
then north along the watercourse to the point of commencement.

**10. Annual Planning Document – 2022-2023 (Continued)**

**4) 2022-2023 APD Information Items**

1. 10-Year Enrolment Projections
2. Enrolment Trends
3. Growth Areas
4. Status of Schools with Enrolment Caps
5. Elementary French Immersion Programs
6. Schools Operating Under 60% Capacity
7. Capital Priorities Submissions
  - a. Capital Priorities List (Submitted to the Ministry May 21, 2021 & February 25, 2022)
  - b. Capital Priorities List for Child Care Centres (Submitted to the Ministry January 29, 2021)
8. Ministerial Zoning Orders (MZOs)
9. Proposed Joint Use Projects
10. Planning Approval Cycle
11. Peel Region Official Plan Review
12. Regional Learning Choices Programs
13. Approved/Received in 2022
  - a. Boundary Changes: Pte. Buckam Singh Public School and Treeline Public School (Approved June 22, 2022)
  - b. Herb Campbell Public School Enrolment Class Cap (Received June 1, 2022)
  - c. Port Credit Secondary School Enrolment Cap (Received June 1, 2022)
  - d. Alloa Public School Revised Enrolment Class Cap (Received June 1, 2022)
14. Approved/Received in 2021
  - a. Boundary Changes: Elm Drive Public School, Ellengale Public School, Chris Hadfield Public School, Fairview Public School, Camilla Road Senior Public School, and The Valleys Senior Public School (Approved December 15, 2021)
  - b. Malala Yousafzai Public School Enrolment Cap (Received January 25, 2021)
15. Approved/Received in 2020
  - a. Re-organization of Ellengale to K-Grade 8 and boundary change for Queenston Drive Public School (Approved November 10, 2020)
  - b. Boundary change between Alloa Public School and Caledon Central Public School (Approved January 28, 2020)
16. How to Administer an Enrolment Cap
17. Boundary Change Communication Protocol
18. Criteria for Recommending Balanced Calendar Schools
19. Criteria for Recommending Grade Re-organizations from Junior/Middle to K-Grade 8
20. List of Superintendents of Education and Trustee Names Abbreviations

**11. Report on Tenders: Thomas Street Middle School Addition**

PB-50, moved by Will Davies, that the Physical Planning, Finance and Building Committee recommends to the Board:

That, the award of the contract for the construction of Thomas Street Middle School Addition to Orion Construction & Management Company Limited, in the amount of \$4,503,841. (including HST), be approved. (APPENDIX I, refers to Item 9.2 of the Agenda)

..... carried

**12. Application Status Update**

Intermediate Planning Officer, Nick Gooding, noted that the update report includes a list of residential development applications reviewed by staff in August and September 2022, location maps and letters sent to municipalities. He stated that the anticipated number of students that will be generated were either included in previous projections and sufficient school accommodation is in place, or will be provided by new schools recommended in the APDs.

PB-51, moved by Balbir Sohi, that the Application Status Update Report, be received.

..... carried

**13. Tender Activity Report**

PB-52, moved by Stan Cameron, that the Tender Activity Report for the period August 1, 2022, to September 30, 2022, be received.

..... carried

**14. Vandalism Activity Report**

PB-53, moved by Will Davies, that the Vandalism Activity Report for May 2022 to July 2022, be received.

..... carried

**15. Adjournment**

Chair Crocker remarked that this is the last Committee meeting for this current term of trustees, some of whom are not returning. He invited trustees present to offer their comments. Trustees expressed appreciation to staff from Planning and Accommodation, and Facilities and Environmental Support Services for their guidance, direction, and professional work during the past four years. They thanked fellow trustees for their support and focus on public education. Chair Crocker thanked members of the Committee and staff for their cordiality and focus on what is best for students. He asked Associate Director of Operations and Equity, Jaspal Gill, to convey the trustees' appreciation to staff.

PB-54, moved by Sue Lawton, that the meeting adjourn (18:30 hours).

..... carried

..... Chair



## MOTIONS FOR CONSIDERATION: PHYSICAL PLANNING, FINANCE AND BUILDING COMMITTEE

At a meeting of the Physical Planning, Finance and Building Committee, held November 2, 2022, the following recommendations are brought for Board approval:

### 1. Annual Planning Document – 2022-2023

#### 1) New School

That, the following new Mount Pleasant #5 Public School planned for student occupancy in September 2025, be approved:

School	Mun.	Ministry Funding	Org.	Capacity (Est.)	Projected Date Required (September)	Site Status	SOE	Trustee
Mount Pleasant #5 Public School	B	No	K-8	850	2025	Owned	KW	WD

#### 2) Additions

That, the following additions be approved:

- (a) an addition at Tony Pontes Public School planned for student occupancy September 2025;
- (b) an addition at Elm Drive Public School planned for student occupancy September 2026

School	Mun.	Ministry Funding	Org.	Existing Capacity	Planned Student Occupancy	Project Scope	Estimated New Capacity	SOE	Trustee
Tony Pontes Public School	C	No	K-8	611	2025	8-10 regular classrooms, washrooms	811	ML	SC
Elm Drive Public School	M	No	K-6	650	2026	8-10 regular classrooms, washrooms	850	LC	JM

## **MOTIONS FOR CONSIDERATION: PHYSICAL PLANNING, FINANCE AND BUILDING COMMITTEE**

### **1. Annual Planning Document – 2022-2023 (Continued)**

#### **3) Boundary Changes**

##### **a) Mount Pleasant Village Public School (K-Grade 8) – Boundary Change**

That, effective December 1, 2022, the K-Grade 8 boundary for Mount Pleasant Village Public School be as follows:

Commencing at the intersection of Creditview Road and Fairhill Avenue  
then east along Fairhill Avenue to the west property line of 1 Fairhill Avenue  
then south along the west property line of 1 Fairhill Avenue, continuing in a straight line to Salvation Road  
then south along Salvation Road to Commuter Drive, continuing south in a straight line to the Canadian National Railway tracks  
then west along the Canadian National Railway tracks to Creditview Road  
then north along Creditview Road to the point of commencement.

##### **b) James Potter Public School (K-Grade 5) – Boundary Change**

It is recommended that effective December 1, 2022, the K-Grade 5 boundary for James Potter Public School be as follows:

Commencing at the intersection of Creditview Road and the Canadian National Railway tracks  
then southeast along the Canadian National Railway tracks to the hydro corridor (halfway between Round Stone Drive and Wicklow Road)  
then southwest along the hydro corridor to the Churchville Tributary  
then northwest along the Churchville Tributary to Williams Parkway  
then west along Williams Parkway to the Springbrook Tributary  
then north along the Springbrook Tributary to Creditview Road  
then north along Creditview Road to James Potter Road  
then west along James Potter Road to Creditview Road  
then north along Creditview Road to the point of commencement.

##### **c) McClure Public School (K-Grade 8) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for McClure Public School be as follows:

Commencing at the intersection of the Canadian National Railway tracks and the hydro corridor (halfway between Round Stone Drive and Wicklow Road)  
then southeast along the Canadian National Railway tracks to Chinguacousy Road  
then south along Chinguacousy Road to Queen Street West  
then west along Queen Street West to the Churchville Tributary

## **MOTIONS FOR CONSIDERATION: PHYSICAL PLANNING, FINANCE AND BUILDING COMMITTEE**

### **1. Annual Planning Document – 2022-2023 (Continued)**

#### **c) McClure Public School (K-Grade 8) – Boundary Change (Cont'd)**

then north along the Churchville Tributary to the hydro corridor (halfway between Round Stone Drive and Wicklow Road)  
then northwest along the hydro corridor to the point of commencement.

That, effective December 1, 2022, the Grades 6-8 boundary for McClure Public School be as follows:

Commencing at the intersection of Creditview Road and the Canadian National Railway tracks

then southeast along the Canadian National Railway tracks to Chinguacousy Road  
then south along Chinguacousy Road to Queen Street West  
then west along Queen Street West to the Churchville Tributary  
then north along the Churchville Tributary to Williams Parkway  
then west along Williams Parkway to the Springbrook Tributary  
then north along the Springbrook Tributary to Creditview Road  
then north along Creditview Road to James Potter Road  
then west along James Potter Road to Creditview Road  
then north along Creditview Road to the point of commencement.

#### **d) Jean Augustine Secondary School (Grades 9-12) – Boundary Change**

That, effective December 1, 2022, the Grades 9-12 boundary for Jean Augustine Secondary School be as follows:

Commencing at the intersection of Winston Churchill Boulevard and Mayfield Road  
then east along Mayfield Road to the watercourse west of 1209 Mayfield Road  
then south along the watercourse west of 1209 Mayfield Road to Wanless Drive  
then east along Wanless Drive to Creditview Road  
then south along Creditview Road to the intersection of Creditview Road and Fairhill Avenue  
then east along Fairhill Avenue to the west property line of 1 Fairhill Avenue  
then south along the west property line of 1 Fairhill Avenue, continuing in a straight line to Salvation Road  
then south along Salvation Road to Commuter Drive, continuing south in a straight line to the Canadian National Railway tracks.  
then west along the Canadian National Railway tracks to Creditview Road  
then south along Creditview Road to James Potter Road  
then east along James Potter Road to Creditview Road  
then south along Creditview Road to the Springbrook Tributary  
then south along the Springbrook Tributary to the Credit River  
then south along the Credit River to the Churchville Tributary

## **MOTIONS FOR CONSIDERATION: PHYSICAL PLANNING, FINANCE AND BUILDING COMMITTEE**

### **1. Annual Planning Document – 2022-2023 (Continued)**

#### **d) Jean Augustine Secondary School (Grades 9-12) – Boundary Change (Cont'd)**

then east along the Churchville Tributary to the Orangeville Brampton Railway tracks  
then south along the Orangeville Brampton Railway tracks to Steeles Avenue West  
then southwest along the rear property lines on the east side of Churchville Road to the southernmost rear property line of Shuter Lane  
then southeast along the rear property lines of Outlook Avenue to the rear property lines of Neopolitan Road  
then east along the rear property lines of Neopolitan Road to the Orangeville Brampton Railway tracks  
then south along the Orangeville Brampton Railway tracks to the Brampton/Mississauga City Limits  
then west along the Brampton/Mississauga City Limits to Winston Churchill Boulevard  
then north along Winston Churchill Boulevard, continuing in a straight line along the Region of Peel boundary to the point of commencement.

#### **e) David Suzuki Secondary School (Grades 9-12) – Boundary Change**

That, effective December 1, 2022, the Grades 9-12 boundary for David Suzuki Secondary School be as follows:

Commencing at the intersection of Creditview Road and the Canadian National Railway tracks  
then east along the Canadian National Railway tracks to Chinguacousy Road  
then north along Chinguacousy Road to Bovaird Drive West  
then east along Bovaird Drive West to the Orangeville Brampton Railway  
then south along the Orangeville Brampton Railway to Williams Parkway  
then east along Williams Parkway to Hurontario Street  
then south along Hurontario Street to Queen Street West  
then west along Queen Street West to the Springbrook Tributary  
then north along the Springbrook Tributary to Creditview Road  
then north along Creditview Road to James Potter Road  
then west along James Potter Road to Creditview Road  
then north along Creditview Road to the point of commencement.

#### **f) Somerset Drive Public School (K-Grade 5) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for Somerset Drive Public School be as follows:

Commencing at the intersection of Hurontario Street and Highway 410  
then east along Highway 410 to the east property line of 1 Lighthouse Drive  
then south along the east property line of 1 Lighthouse Drive, continuing in a straight line to the Etobicoke Creek

## **MOTIONS FOR CONSIDERATION: PHYSICAL PLANNING, FINANCE AND BUILDING COMMITTEE**

### **1. Annual Planning Document – 2022-2023 (Continued)**

#### **f) Somerset Drive Public School (K-Grade 5) – Boundary Change (Cont'd)**

then south along the Etobicoke Creek to Mayfield Road  
then east along Mayfield Road to the east property line of 3377 Mayfield Road  
then south along the east property line of 3377 Mayfield Road to the south property line of 3377 Mayfield Road  
then west along the south property line of 3377 Mayfield Road to the east property line of 4 Inder Heights Drive  
then south along the east property line of 4 Inder Heights Drive, continuing in a straight line to the north property line of 13 Eddystone Drive  
then east along the north property line of 13 Eddystone Drive, continuing in a straight line to Kennedy Road  
then south along Kennedy Road to the south property line of 10392 Kennedy Road  
then west along the south property line of 10392 Kennedy Road, continuing in a straight line along the Trans-Canada Pipeline to Hurontario Street  
then north along Hurontario Street to the point of commencement.

#### **g) Terry Fox Public School (K-Grade 5) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for Terry Fox Public School be as follows:

Commencing at the intersection of the east property line of 3377 Mayfield Road and Mayfield Road  
then east along Mayfield Road to Highway 410  
then south along Highway 410 to Sandalwood Parkway East  
then west along Sandalwood Parkway East to the west property line of 46 Barr Crescent  
then south along the west property line of 46 Barr Crescent, continuing in a straight line to the Trans-Canada Pipeline  
then west along the Trans-Canada Pipeline to Kennedy Road  
then north along Kennedy Road to the north property line of 16 Tweedsmuir Court  
then west along the north property line of 16 Tweedsmuir Court, continuing in a straight line to the west property line of 13 Eddystone Drive  
then north along the west property line of 13 Eddystone Drive, continuing in a straight line to the south property line of 3377 Mayfield Road  
then east along the south property line of 3377 Mayfield Road to the east property line of 3377 Mayfield Road  
then north along the east property line of 3377 Mayfield Road to the point of commencement.

## **MOTIONS FOR CONSIDERATION: PHYSICAL PLANNING, FINANCE AND BUILDING COMMITTEE**

### **1. Annual Planning Document – 2022-2023 (Continued)**

#### **h) Malala Yousafzai Public School (K-Grade 8) – Boundary Change**

That, effective December 1, 2022, the K-Grade 8 boundary for Malala Yousafzai Public School be as follows:

Commencing at the intersection of the west property line of 56 Donlamont Circle and Mayfield Road  
then east along Mayfield Road to McLaughlin Road  
then south along McLaughlin Road to Wanless Drive  
then west along Wanless Drive to Chinguacousy Road  
then north along Chinguacousy Road to the north property line of 11494 Chinguacousy Road  
then east along a straight line parallel to the north property line of 11494 Chinguacousy Road to the west property line of 62 Callandar Road  
then north along the west property line of 62 Callandar Road, continuing in a straight line to the point of commencement.

#### **i) Brisdale Public School (K-Grade 5) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for Brisdale Public School be as follows:

##### **Part A**

Commencing at the intersection of Creditview Road and Wanless Drive  
then east along Wanless Drive to Chinguacousy Road  
then south along Chinguacousy Road to Sandalwood Parkway West  
then west along Sandalwood Parkway West to Creditview Road  
then north along Creditview Road to the point of commencement.

##### **Part B**

Commencing at the intersection of Chinguacousy Road and Mayfield Road  
then east along Mayfield Road to the west property line of 56 Donlamont Circle  
then south along the west property line of 56 Donlamont Circle, continuing in a straight line to the north property line of 58 Circus Crescent  
then west along the north property line of 58 Circus Crescent, continuing in a straight line to Chinguacousy Road  
then north along Chinguacousy Road to the point of commencement.

## **MOTIONS FOR CONSIDERATION: PHYSICAL PLANNING, FINANCE AND BUILDING COMMITTEE**

### **1. Annual Planning Document – 2022-2023 (Continued)**

#### **j) McCrimmon Middle School (Grades 6-8) – Boundary Change**

That, effective December 1, 2022, the Grades 6-8 boundary for McCrimmon Middle School be as follows:

##### **Part A**

Commencing at the intersection of Creditview Road and Wanless Drive  
then east along Wanless Drive to Chinguacousy Road  
then south along Chinguacousy Road to the watercourse south of Duffield and north of Nelson Mandela Public School  
then southeast along the watercourse to Edenbrook Hill Drive  
then south along Edenbrook Hill Drive to Bovaird Drive West  
then west along Bovaird Drive West to Chinguacousy Road  
then south along Chinguacousy Road to Canadian National Railway tracks  
then west along the Canadian National Railway tracks to Bovaird Drive West  
then west in a straight line from the intersection of the Canadian National Railway tracks and Bovaird Drive West to the intersection of Commuter Drive and Salvation Road  
then north along Salvation Road, continuing in a straight line to Creditview Road  
then north along Creditview Road to the point of commencement.

##### **Part B**

Commencing at the intersection of Chinguacousy Road and Mayfield Road  
then east along Mayfield Road to the west property line of 56 Donlamont Circle  
then south along the west property line of 56 Donlamont Circle, continuing in a straight line to the north property line of 58 Circus Crescent  
then west along the north property line of 58 Circus Crescent, continuing in a straight line to Chinguacousy Road  
then north along Chinguacousy Road to the point of commencement.

#### **k) Countryside Village Public School (K-Grade 8) – Boundary Change**

That, effective December 1, 2022, the K-Grade 8 boundary for Countryside Village Public School be as follows:

##### **Part A**

Commencing at the intersection of Highway 410 and Mayfield Road  
then east along Mayfield Road to the watercourse east of 175 Russell Creek Drive  
then south along the watercourse to Countryside Drive  
then west along Countryside Drive to Highway 410  
then north along Highway 410 to the point of commencement.

## **MOTIONS FOR CONSIDERATION: PHYSICAL PLANNING, FINANCE AND BUILDING COMMITTEE**

### **1. Annual Planning Document – 2022-2023 (Continued)**

#### **k) Countryside Village Public School (K-Grade 8) – Boundary Change (Cont'd)**

##### **Part B**

Commencing at the intersection of Bramalea Road and Mayfield Road  
then east along Mayfield Road to Airport Road  
then south along Airport Road to Countryside Drive  
then west along Countryside Drive to Bramalea Road  
then north along Bramalea Road to the point of commencement.

#### **l) Larkspur Public School (K-Grade 5) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for Larkspur Public School be as follows:

##### **Part A**

Commencing at the intersection of Sandalwood Parkway East and Bramalea Road  
then east along Sandalwood Parkway East to Sunny Meadow Boulevard  
then southeast along Sunny Meadow Boulevard to the Trans Canada Pipeline south of 171 Sunny Meadow Boulevard  
then east along the Trans Canada Pipeline to Torbram Road  
then south along Torbram Road to Bovaird Drive East  
then west along Bovaird Drive East to Bramalea Road  
then north along Bramalea Road to the point of commencement.

##### **Part B**

Commencing at the intersection of the watercourse east of 65 Goodview Drive and Inspire Boulevard  
then east along Inspire Boulevard to Bramalea Road  
then south along Bramalea Road to Countryside Drive  
then west along Countryside Drive to the watercourse east of 32 Puffin Crescent  
then north along the watercourse to the point of commencement.

#### **m) Hewson Public School (K-Grade 5) – Boundary Change**

That, effective December 1, 2022, the K-Grade 5 boundary for Hewson Public School be as follows:

##### **Part A**

Commencing at the intersection of Bramalea Road and Countryside Drive  
then east along Countryside Drive to Torbram Road  
then south along Torbram Road to Australia Drive  
then west along Australia Drive to Moss Way  
then west along Moss Way, continuing in a straight line to the watercourse west of Niceview Drive



## **MOTIONS FOR CONSIDERATION: PHYSICAL PLANNING, FINANCE AND BUILDING COMMITTEE**

### **1. Annual Planning Document – 2022-2023 (Continued)**

#### **m) Hewson Public School (K-Grade 5) – Boundary Change (Cont'd)**

then north along the watercourse to Father Tobin Road  
then west along Father Tobin Road to Bramalea Road  
then north along Bramalea Road to the point of commencement.

##### **Part B**

Commencing at the watercourse east of 175 Russell Creek Drive and Mayfield Rd  
then east along Mayfield Road to Bramalea Road  
then south along Bramalea Road to Inspire Boulevard  
then west along Inspire Boulevard to the watercourse east of 65 Goodview Drive  
then north along the watercourse to the point of commencement.

#### **n) Sunny View Middle School (Grades 6-8) – Boundary Change**

That, effective December 1, 2022, the Grades 6-8 boundary for Sunny View Middle School be as follows:

##### **Part A**

Commencing at the intersection of Bramalea Road and Countryside Drive  
then east along Countryside Drive to Torbram Road  
then south along Torbram Road to Bovaird Drive East  
then west along Bovaird Drive East to Bramalea Road  
then north along Bramalea Road to the point of commencement.

##### **Part B**

Commencing at the watercourse east of 175 Russell Creek Drive and Mayfield Rd  
then east along Mayfield Road to Bramalea Road  
then south along Bramalea Road to Countryside Drive  
then west along Countryside Drive to the watercourse east of 32 Puffin Crescent  
then north along the watercourse to the point of commencement.

### **2. Report on Tenders: Thomas Street Middle School Addition**

That, the award of the contract for the construction of Thomas Street Middle School Addition to Orion Construction & Management Company Limited, in the amount of \$4,503,841. (including HST), be approved. (APPENDIX I)

Submitted by:

Randy Wright  
Controller, Planning and Accommodation Support Services

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# Report on Tenders: Thomas Street Middle School Addition

**Strategic Alignment:**

This report is aligned with the board's strategic plan goal of building safe, positive, and healthy climates for learning and working to nurture student and staff well-being.

**Decision(s) Required:**

Recommendation

*Prepared by:* Eugene Radley, Manager, Design & Construction  
Mahmud Garda, Project Manager, Design & Construction  
Randy Wright, Controller, Planning & Accommodation

*Submitted by:* Jaspal Gill, Associate Director, Operations and Equity of Access

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## **Overview**

### **Recommendation:**

It is recommended that the Board approve the award of the contract for the construction of Thomas Street Middle School Addition to Orion Construction & Management Co. Ltd., in the amount of \$4,503,841. (including HST).

## **Content**

On Thursday, October 6th, 2022, tenders for the construction of Thomas Street Middle School Addition were received from the following prequalified General Contractors:

1. Orion Const. and Management Co. Ltd.
2. Quad Pro Construction Inc.
3. Anacond Contracting Inc.
4. Gen-Pro (1320376 Ontario Ltd.)
5. Deciantis Construction Ltd.
6. Devlan Construction Ltd.
7. Newgen Construction Corp.
8. Rutherford Contracting Ltd.

Orion Construction & Management Co. Ltd., submitted the low qualified bid for the project and has successfully completed several projects including the Eastbourne Drive P.S., Nahani Way P.S. addition, Ruth Thompson M.S. addition, currently completing the Clarkson S.S. pool demolition and the Central Peel S.S. Innovation Centre.

On August 12, 2022, the Ministry of Education issued an Approval-to-Proceed that includes the total capital funding to proceed with the project.

Etude Architects Inc. and PDSB Purchasing Services, having examined the bids and supplementary tender information, recommend that Orion Construction & Management Co. Ltd., be awarded the contract to construct the Thomas Street Middle School Addition.

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## **Appendices**

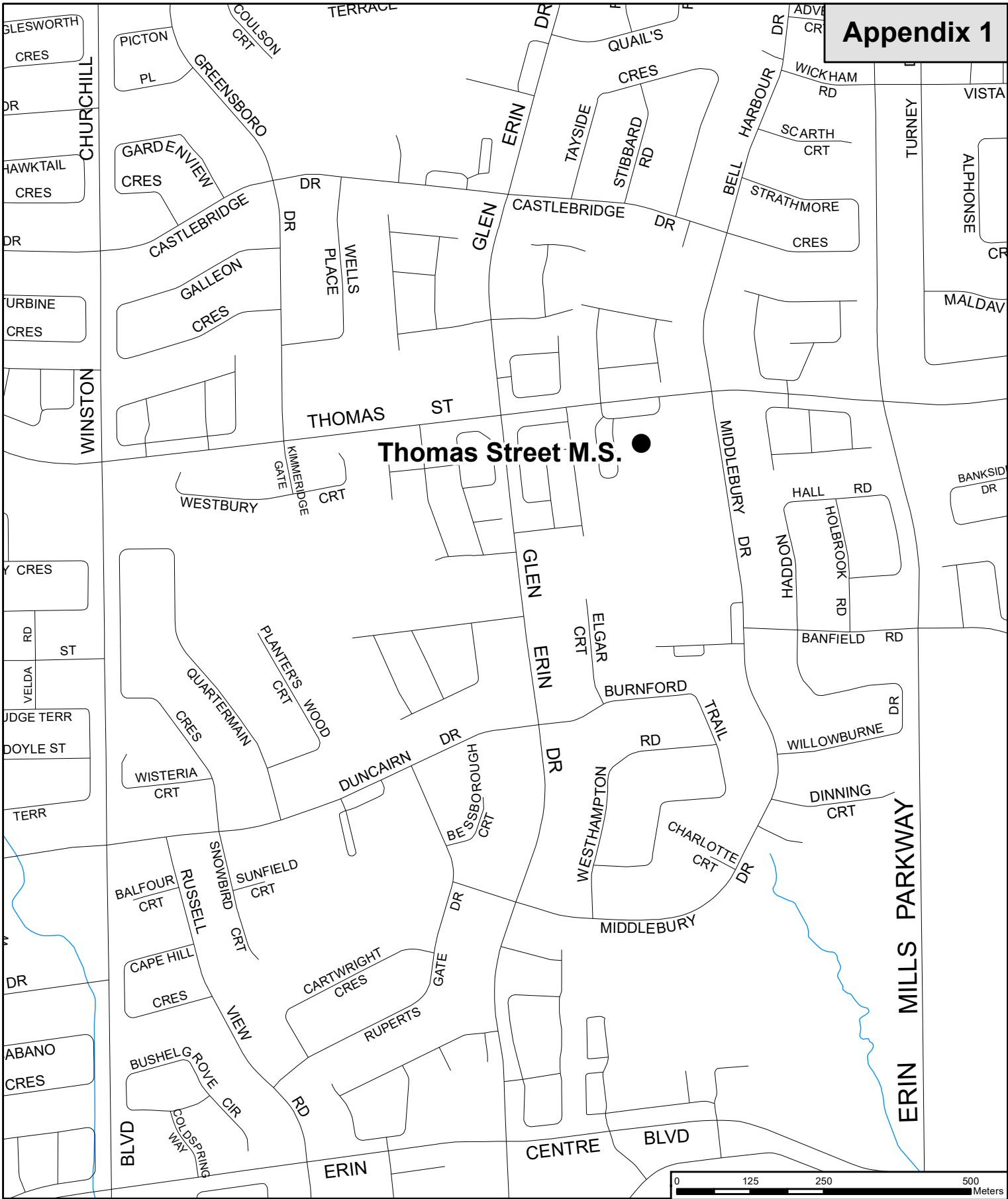
Appendix 1 - Map

Appendix 2 – Site Plan

Appendix 3 – Floor Plans

Appendix 4 – Elevation

Thomas Street M.S. ●



**Thomas Street M.S.  
School Location**



Prepared by: Peel District School Board Planning & Accommodation

Map data courtesy of the Region of Peel Planning Department, the Peel District School Board Planning Department, the City of Brampton, City of Mississauga and the Town of Caledon.

Updated October 2022



# THOMAS STREET MIDDLE SCHOOL CLASSROOM ADDITION

2640 THOMAS STREET, MISSISSAUGA, ON L5M 5G8

CLIENT:  
**peel** District  
School Board  
5650 Hurontario Street, Mississauga, Ont., L5R 1C6  
Tel: (905) 890-1099, Fax: (905) 890-9453

## SUMMARY OF WORK

ONE STOREY BUILDING ADDITION WITH INTERIOR ALTERATIONS AND SITE WORK

## DRAWINGS LIST

### ARCHITECTURAL

A01	TOPOGRAPHIC SURVEY
A100	DEMOLITION SITE PLAN
A200	BASEMENT / FOUNDATION KEY PLAN
A201	GROUND FLOOR KEY PLAN
A202	SECOND FLOOR KEY PLAN
A203	DEMOLITION PARTIAL BASEMENT/ FOUNDATION PLAN
A400	PROPOSED BUILDING ELEVATIONS

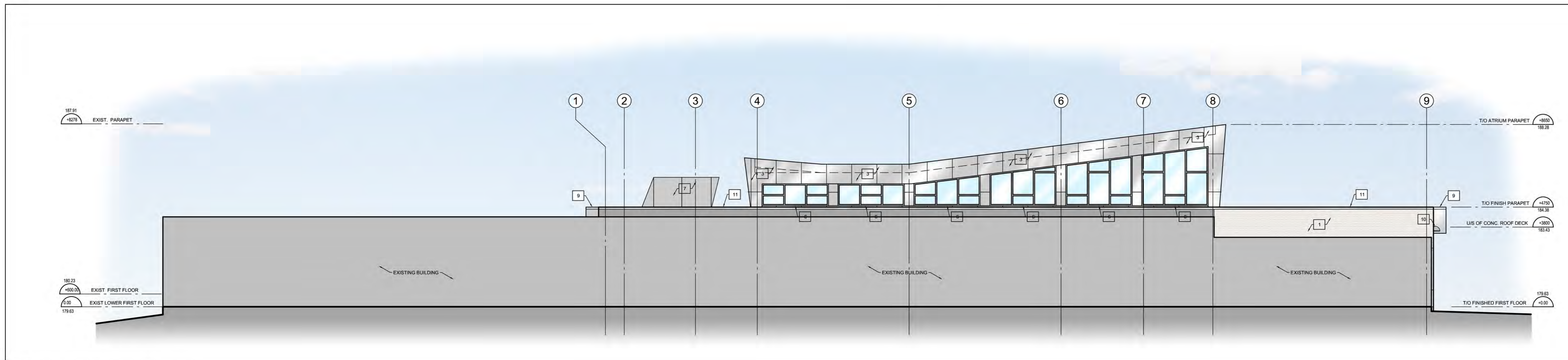


## NOTES

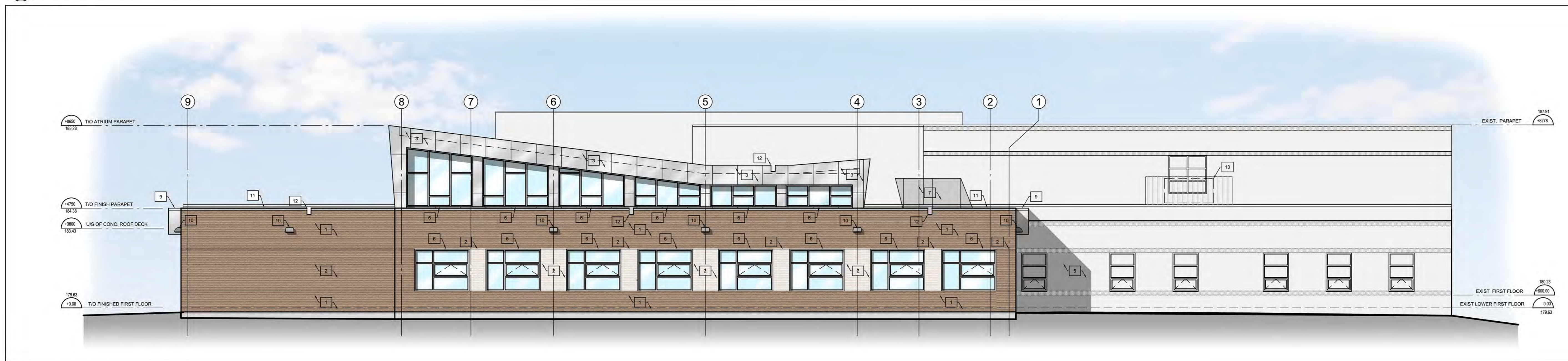
1. Contractor shall check and verify all dimensions and shall report discrepancies to ETUDE ARCHITECTS INC. prior to construction.
2. Do not scale this drawing. ETUDE ARCHITECTS INC. accepts no responsibility for measurements scaled from the drawings.
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ISSUED FOR SPA  
APRIL 19, 2021

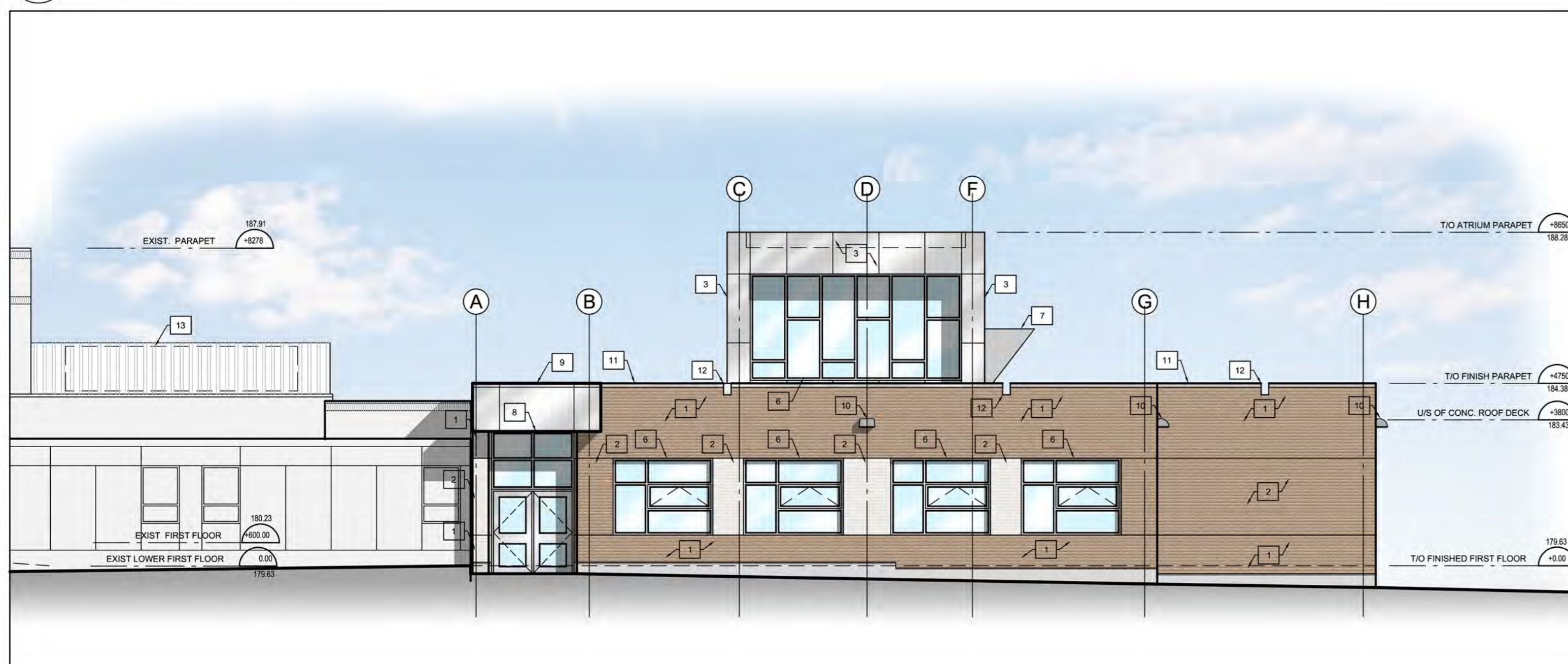
 ETUDE ARCHITECTS INC.  
30 KERN ROAD, SUITE 106  
TORONTO, ONTARIO M3B 1T1 CANADA  
TEL: (416)226-5779 FAX: (416)226-9844 E-mail: info@etudearchitect.com



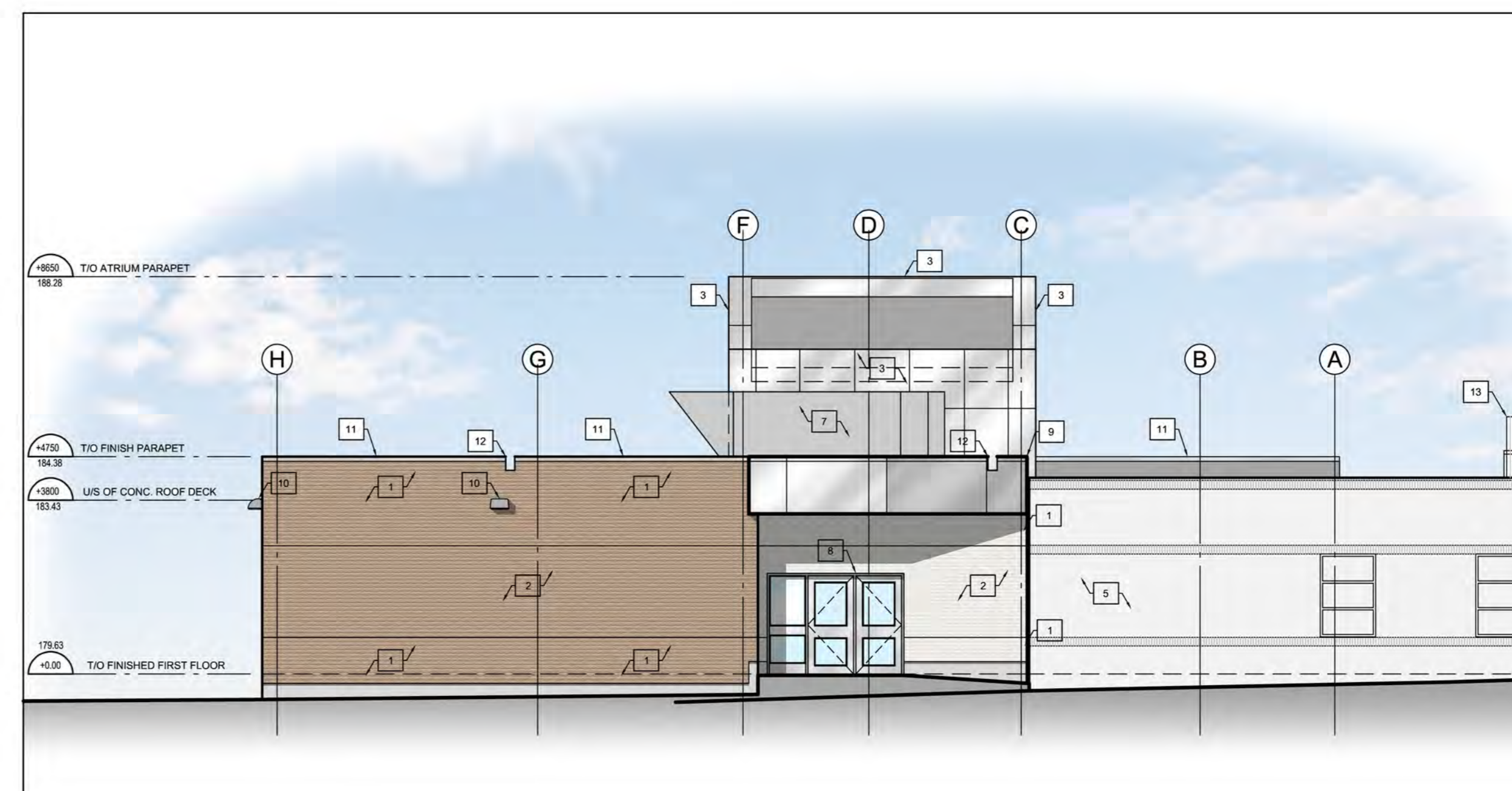
4 PROPOSED WEST ELEVATION  
A400 SCALE: 1:100



3 PROPOSED EAST ELEVATION  
A400 SCALE: 1:100



1 PROPOSED SOUTH ELEVATION  
A400 SCALE: 1:100



2 PROPOSED NORTH ELEVATION  
A400 SCALE: 1:100

- Notes
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LEGEND	
	ALUMINUM COMPOSITE PANEL No.1
	BRICK VENEER NUMBER 1
	BRICK VENEER NUMBER 2
	EXISTING RTU SCREEN

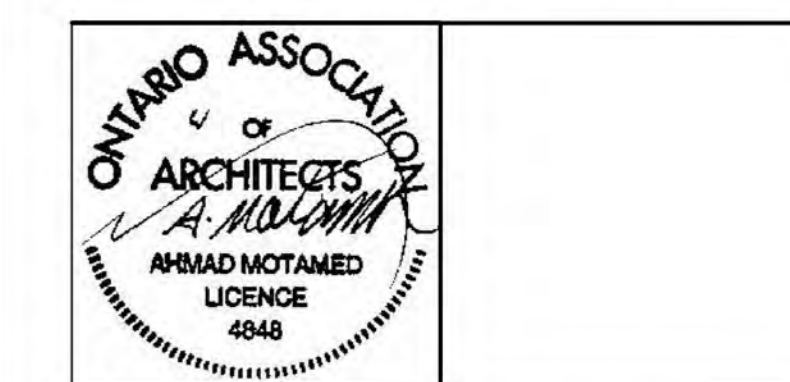
MATERIALS LEGEND	
1. BRICK VENEER COLOR 1- BROWN TONE (TYP.)	8. ALUMINUM DOOR AND FRAME CW TRANSOM SIDELITE. REFER TO DOOR & FRAME SCHEDULE.
2. BRICK VENEER COLOR 2- BEIGE TONE (TYP.)	9. CANOPY ABOVE DOOR- ACM PANEL CLADDING FASCIA AND CEDAR PLANK SOFFIT (TYP.)
3. ALUMINUM COMPOSITE PANEL COLOR- ANODIZED ALUM. FINISH (TYP.)	10. LIGHT FIXTURE. REFER TO ELEC. DWG.
4. RESERVED.	11. PRE-FIN. METAL FLASHING (TYP.)
5. EXIST. BRICK TO REMAIN.	12. SCUPPER (TYP.)
6. CLEAR ANODIZED ALUMINUM WINDOWS (TYP.)	13. EXISTING ROOFTOP AIR HANDLING UNIT CW SCREEN (+/-1500MM ABOVE FINISH ROOF)
7. PROPOSED ROOFTOP AIR HANDLING UNIT.	

NO.	DESCRIPTION	DATE
4	ISSUED FOR SPA	04/19/2021
3	ISSUED FOR PLANNING REVIEW	03/08/2021
2	ISSUED FOR CLIENT REVIEW	02/19/2021
1	ISSUED FOR CLIENT REVIEW	01/28/2021

REVISIONS / ISSUES

5650 Hurontario Street, Mississauga, Ont., L5R 1G6  
Tel: (905) 890-1099, Fax: (905) 890-9453

ETUDE ARCHITECTS INC.  
30 KERN ROAD, SUITE 106, TORONTO, ONTARIO M3B 1T1  
T: 416.226.5779 F: 416.226.9844 E: info@etudearchitect.com

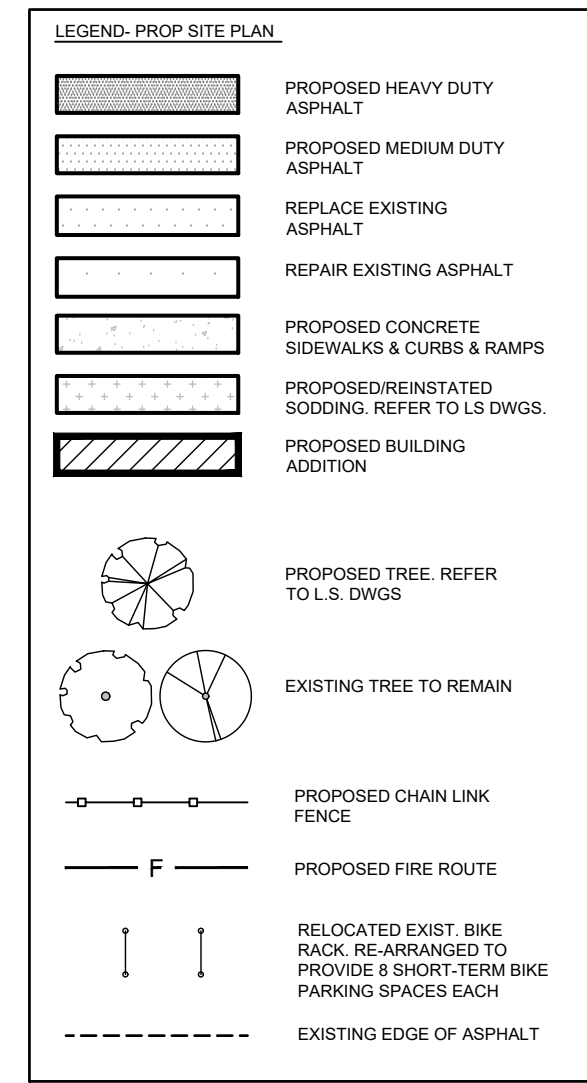
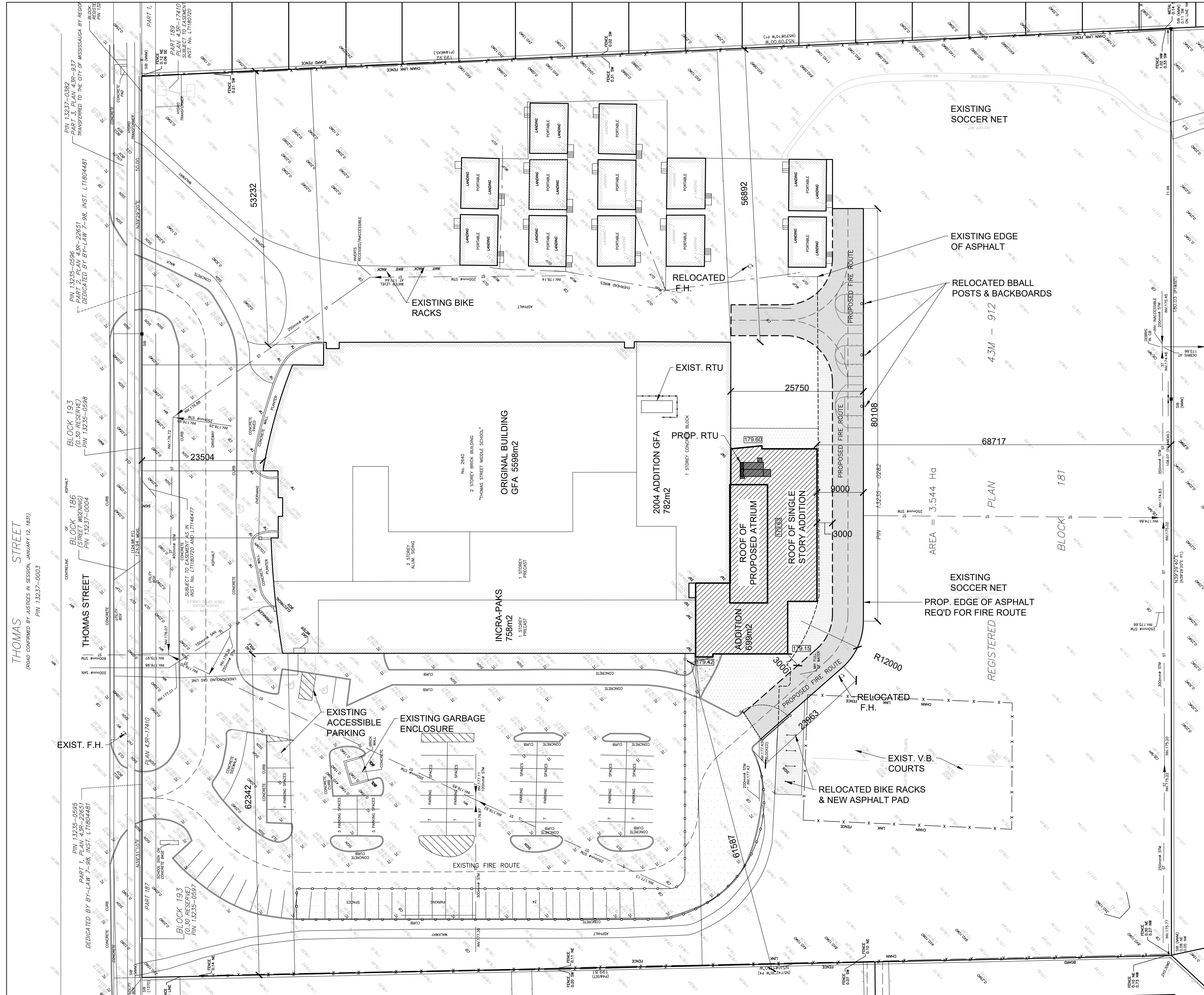


Project Name  
**THOMAS STREET MIDDLE SCHOOL**  
2640 THOMAS STREET, MISSISSAUGA, ON L5M 5G8

**CLASSROOM ADDITION**

Drawing Title  
**PROPOSED BUILDING ELEVATIONS**

Graphic Scale AS SHOWN	Checked AM	Sheet no. <b>A400</b>
Drawn AK	Scale AS NOTED	
CAD File	Date JANUARY, 2021	Project No. 221101
		Revision No.

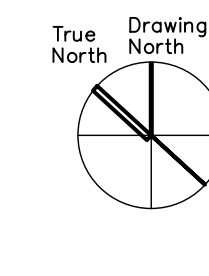


**SITE STATISTICS**

FORM DESCRIPTION	BLK 181 REG. PLAN 43M-912
LOT AREA	85,456m <sup>2</sup>
LOT COVERAGE	
EXISTING SCHOOL	4,428m <sup>2</sup>
EXISTING INCRA-PAKS	758m <sup>2</sup>
PROPOSED ADDITION	699m <sup>2</sup>
<b>TOTAL 885m<sup>2</sup> 1.64% PERMITTED 35%</b>	
GFA	
EXISTING GROUND FLOOR	4,428m <sup>2</sup>
EXISTING SECOND FLOOR	1,052m <sup>2</sup>
EXISTING INCRA-PAK	758m <sup>2</sup>
PROPOSED GROUND FLOOR	699m <sup>2</sup>
<b>TOTAL 7,937m<sup>2</sup></b>	
REDUCTIONS	
EXISTING GROUND FLOOR	4,428m <sup>2</sup>
EXISTING SECOND FLOOR	1,052m <sup>2</sup>
EXIST GFA WITH EXEMPTIONS	5,480m <sup>2</sup>
PROP. ADDITION EXEMPTION	699m <sup>2</sup>
<b>TOTAL 6,179m<sup>2</sup></b>	
GFA WITH REDUCTIONS	6,896m <sup>2</sup>
PARKING	
REQUIRED PARKING SPACES	69.9
RATE 1:3100002 (GFA 69977)	12
REQUIRED PARKING (PORTABLES)	12
<b>TOTAL REQUIRED 81</b>	
PARKING PROVIDED (EXISTING)	102
ASPHALT	
EXISTING ASPHALT MINOR REPAIR	890m <sup>2</sup>
EXISTING ASPHALT REPLACE	2847m <sup>2</sup>
PROPOSED MEDIUM DUTY	897m <sup>2</sup>
PROPOSED HEAVY DUTY	8004m <sup>2</sup>

**Notes**

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NO.	DESCRIPTION	DATE
4	ISSUED FOR SPA	04/19/2021
3	ISSUED FOR PLANNING REVIEW	03/08/2021
2	ISSUED FOR CLIENT REVIEW	02/19/2021
1	ISSUED FOR CLIENT REVIEW	01/28/2021

**peel District School Board**

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T: 416.226.5779 F: 416.226.9844 E: info@etudearchitect.com

**ONTARIO ASSOCIATION of ARCHITECTS**

ARMAD MOTAMED LICENCE 4848

Project Name  
**THOMAS STREET MIDDLE SCHOOL**  
2640 THOMAS STREET, MISSISSAUGA, ON L5M 5G8

**CLASSROOM ADDITION**

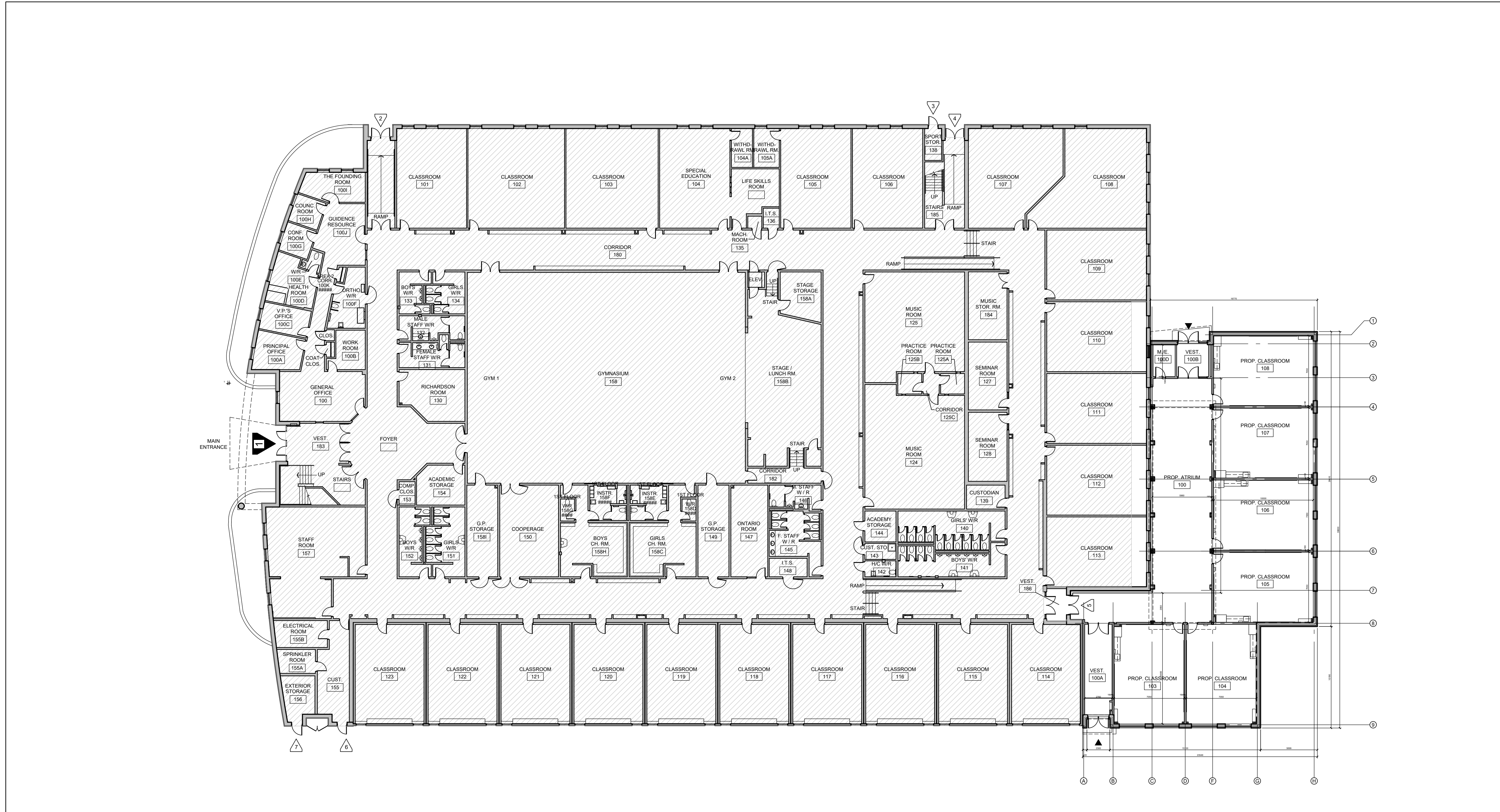
Drawing Title  
**SITE PLAN PLAN - INCLUDING ADDITION**

Graphic Scale AS SHOWN	Sheet no.
Drawn AM	Checked AM
CAD File	Scale AS NOTED
Date JANUARY, 2021	Project No. 221101
	Revision No.

**A100**

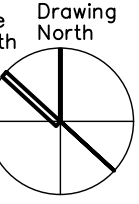


LEGEND	
	EXISTING TO REMAIN
	EXISTING ROOF
	PROPOSED ADDITION
	PROPOSED ROOF



1 GROUND FLOOR KEY PLAN  
A200 SCALE: 1:200

- Notes**
- Contractor shall check and verify all dimensions and shall report discrepancies to ETUDE ARCHITECTS INC. prior to construction.
  - Do not scale this drawing. ETUDE ARCHITECTS INC. accepts no responsibility for measurements scaled from the drawings.
  - All drawings and specifications are the property of ETUDE ARCHITECTS INC. who reserves his copyright with respect to this document. It shall not be duplicated, used or circulated for any other purpose than that for which it was issued, and must be returned on completion of the project to ETUDE ARCHITECTS INC.

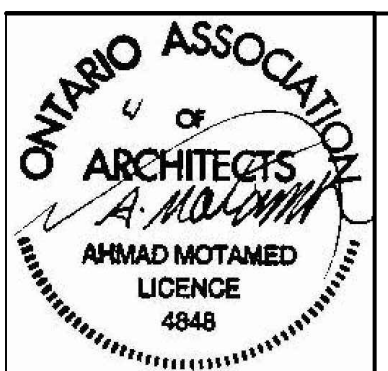


NO.	DESCRIPTION	DATE
4	ISSUED FOR SPA	04/19/2021
3	ISSUED FOR PLANNING REVIEW	03/06/2021
2	ISSUED FOR CLIENT REVIEW	02/19/2021
1	ISSUED FOR CLIENT REVIEW	01/28/2021

REVISIONS / ISSUES

**peel** District School Board  
5650 Hurontario Street, Mississauga, Ont., L5R 1C6  
Tel: (905) 890-1099, Fax: (905) 890-9453

**ETUDE ARCHITECTS INC.**  
30 KERN ROAD, SUITE 106, TORONTO, ONTARIO M3B 1T1  
T: 416.226.5779 F: 416.226.9844 E: info@etudearchitect.com



Project Name  
**THOMAS STREET MIDDLE SCHOOL**  
2640 THOMAS STREET, MISSISSAUGA, ON L5M 5G8

**CLASSROOM ADDITION**

Drawing Title  
**GROUND FLOOR PLAN - INCLUDING ADDITION**

Graphic Scale AS SHOWN		Sheet no.
Drawn AK	Checked AM	A200
CAD File	Scale AS NOTED	
Date JANUARY, 2021	Project No. 221101	Revision No.

## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Audit Committee of the Peel District School Board held electronically under Regulation 463/97 of the Education Act, as amended, on Monday, November 14, 2022, at 15:00 hours.

Members present:

Balbir Sohi, Chair  
Susan Benjamin  
Will Davies  
Aine Sachdev  
Pradeep Sinha

Also present:

Paula Hatt, Senior Manager, Regional Internal Audit Team  
Marcus Sconci, Partner, BDO Canada LLP  
Josh Trigiani, Senior Audit Manager, BDO Canada LLP

Administration:

Jaspal Gill, Associate Director, Operations and Equity of Access (Executive Member)  
Tania Alatishe-Charles, Controller, Finance Support Services (Executive Back-up Member)  
Kathryn Lockyer, General Counsel and Governance Officer  
Pamela Ritchie, Senior Finance Manager, Finance Support Services  
Renée Lucas, Senior Internal Auditor

Lorelei Fernandes, Board Reporter

### 1. Land Acknowledgement

The meeting commenced with the Land Acknowledgment read by Chair Sohi.

### 2. Approval of Agenda

AC-28, moved by Will Davies, that the agenda be approved.

..... carried

### 3. Declaration of Conflict of Interest

There were no declarations of conflict of interest.

**4. Minutes of the Audit Committee Meeting, September 30, 2022**

AC-29, moved by Aine Sachdev, that the Minutes of the Audit Committee meeting, held September 30, 2022, be approved.

..... carried

**5. Audit Committee Work Plan**

Controller of Finance Support Services, Tania Alatishe-Charles, stated that the Work Plan itemizes the various accountabilities of the Audit Committee. She reviewed the report, highlighting the duties related to Board's compliance matters, the Annual Report to be submitted to the Board and the Ministry, and a report to the Board in each fiscal year.

AC-30, moved by Will Davies, that the report re Audit Committee Work Plan, be received.

..... carried

**6. Consolidated Financial Statements**

Controller of Finance Support Services, Tania Alatishe-Charles, thanked BDO and Peel DSB staff for their efficiency in undertaking the 2021-2022 audit in a timely manner, despite staffing challenges. Reviewing the report, she highlighted the differences between the 2020-2021 and 2021-2022 school years in terms of virtual and in-person learning and significant impacts of COVID-19 on remote working operations. Controller Alatishe-Charles provided information on the lower cash balance due to delayed grant, withholding of funds by the Ministry, and capital funds expenses which are reimbursed only a couple of times a year. Regarding increase in accounts receivables, it was noted that municipalities are projecting higher property tax revenues to be remitted back to the board and benefit trusts still have amounts outstanding at the year end. Commenting on the decline in temporary borrowing, Controller Alatishe-Charles advised that this is solely for land purchases and is paid down upon receipt of Educational Development Charges. She provided further information on deferred revenue for future use, retirement and employee future benefits, decrease in net debenture debt of approximately \$33 million, and increase in Capital Assets due to purchase of Mount Pleasant #5 property as well as amortization expense. Tania Alatishe-Charles reported that enrolment decline over the last year has impacted funding, however this loss has been somewhat mitigated with COVID-19 funding. She stated that this year Grants for Students Needs have been separated as provincial legislative grants and education property tax.

AC-31, moved by Susan Benjamin, that the Audit Committee recommends to the Board:

That, the Consolidated Financial Statements for the Peel District School Board for the year ended August 31, 2022, be approved. (APPENDIX I refers to Item 7.1 of the Agenda)

..... carried

**7. Compliance Report for Fiscal Year 2021-2022**

Associate Director of Operations and Equity of Access, Jaspal Gill, referred to the letter signed by the Director of Education, Rashmi Swarup, which confirms that nothing has been brought to the Board's attention during 2021-2022 to indicate non-compliance with current federal and provincial acts, regulations, and statutes.

AC-32, moved by Will Davies, that the Compliance Report for Fiscal Year 2021-2022, be received.

..... carried

**8. Audit Committee Report for 2021-2022 to the Ministry of Education**

Tania Alatishe-Charles stated that Ontario Regulation 361/10 requires school boards to report to the Ministry of Education on all Regional Internal Audit Team engagements.

AC-33, moved by Pradeep Sinha, that the Audit Committee recommends to the Board:

That, the Audit Committee Report for 2021-2022, be received, and be submitted by the Board to the Ministry of Education. (APPENDIX II refers to Item 7.3 of the Agenda)

..... carried

**9. Peel DSB Regional Internal Audit Team (RIAT) - Update**

Paula Hatt, Senior Manager, Regional Internal Audit Team, stated that, of the two outstanding engagements, the Purchasing engagement is complete. She advised that the IT Asset Audit is being reviewed, a closing meeting is scheduled for next week to discuss results with management and follow up meetings will be planned throughout the year. Paula Hatt reported on province-wide training that RIAT managers will be offering, consisting of a series of virtual Lunch and Learn sessions related to Regulation 361/10 governance and main duties of Audit Committees. The sessions will be recorded and made available electronically.

AC-33, moved by Aine Sachdev, that the update report re Regional Internal Audit Team (RIAT), be received.

..... carried

**10. Adoption of the In Committee Report**

AC-34, moved by Pradeep Sinha, that the report of the In Committee Session re Internal Audit Services Summary, Annual Report to the Board of Trustees for 2020-2021, Audit Final Report (BDO), and Purchasing Controls Review and Data Analysis Engagement, be received, and that the recommendations contained therein, be approved.

..... carried

November 14, 2022  
Audit Committee:lf

**11. Adjournment**

Chair Sohi thanked the Committee members and administration for their work and support during her term as Chair of the Audit Committee.

AC-35, moved by Susan Benjamin, that the meeting adjourn (15:35 hours).

..... carried

..... Chair

## **MOTIONS FOR CONSIDERATION: AUDIT COMMITTEE**

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At a meeting of the Audit Committee, held November 14, 2022, the following recommendations are brought for Board approval:

**1. Consolidated Financial Statements**

That, the Consolidated Financial Statements for the Peel District School Board for the year ended August 31, 2022, be approved. (APPENDIX I)

**2. Audit Committee Report for 2021-2022 to the Ministry of Education**

That, the Audit Committee Report for 2021-2022, be received, and be submitted by the Board to the Ministry of Education. (APPENDIX II)

Submitted by:

Jaspal Gill  
Associate Director, Operations and Equity of Access

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**Audit Committee Meeting, November 14, 2022**

# **Draft Consolidated Financial Statements**

**Report Type:**  
Recommendation

**Decision(s) Required:**  
Approval

<p><i>Prepared by:</i> Tania Alatishe-Charles, Controller, Finance Support Services</p> <p><i>Submitted by:</i> Jaspal Gill, Associate Director, Operational and Access to Equity</p>
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## **Overview**

**Recommendation:**

That the Draft Consolidated Financial Statements for the Peel District School Board for the year ended August 31, 2022, be approved.



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# Consolidated financial statements of Peel District School Board

August 31, 2022

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Draft

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Management Report.....	1
Independent Auditor's Report.....	2-3
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Consolidated statement of operations and accumulated surplus.....	5
Consolidated statement of change in net debt .....	6
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# Management Report

August 31, 2022

Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of the Peel District School Board are the responsibility of the Board management and have been prepared in accordance with the Financial Administration Act, supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act, as described in Note 1 to the consolidated financial statements.

The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Board management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The Audit Committee of the Board meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters. The Board approves the consolidated financial statements based on the recommendation of the Audit Committee.

The consolidated financial statements have been audited by BDO Canada LLP, independent external auditors appointed by the Board. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Board's consolidated financial statements.

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Director of Education

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Chief Financial Officer

November XX, 2022

**Peel District School Board**  
**Consolidated statement of financial position**

As at August 31, 2022

(In thousands of dollars)

	Notes	2022	2021
		\$	\$
<b>Financial assets</b>			
Cash and cash equivalents		66,633	171,528
Accounts receivable		95,885	84,335
Account receivable – Government of Ontario	2	736,785	729,908
		<b>899,303</b>	985,771
<b>Liabilities</b>			
Temporary borrowing	7	74,242	100,226
Accounts payable and accrued liabilities		101,243	114,888
Deferred revenue	3	100,888	93,413
Retirement and other employee future benefits liability	5	50,113	52,584
Net debenture debt	6	496,461	530,333
Deferred capital contributions	4	1,660,218	1,657,492
		<b>2,483,165</b>	2,548,936
Net debt		<b>(1,583,862)</b>	(1,563,165)
Contractual obligations and contingent liabilities	16		
Prepaid expenses		12,931	12,914
Inventories of supplies	20	9,633	5,846
Tangible capital assets	12	2,200,271	2,186,538
		<b>2,222,835</b>	2,205,298
<b>Accumulated surplus</b>		<b>638,973</b>	642,133

The accompanying notes are an integral part of the consolidated financial statements.

Approved by the Board

\_\_\_\_\_ Chief Financial Officer

\_\_\_\_\_ Chair of the Board

**Peel District School Board**

**Consolidated statement of operations and accumulated surplus**

Year ended August 31, 2022

(In thousands of dollars)

		2022	2022	2021
	Notes	Budget	Actual	Actual
		\$	\$	\$
<b>Revenue</b>				
Grants for Student Needs				
<i>Provincial Legislative Grants</i>	9	1,262,777	1,271,114	1,267,547
<i>Education Property Tax</i>	9	630,832	609,028	615,414
Provincial grants - Other	20	34,571	66,271	51,923
School generated funds		18,208	10,977	3,169
Federal grants and fees		2,877	4,878	2,762
Investment income		2,222	1,853	1,744
Fees and revenues from School Boards		123	122	121
Fees and revenues from other sources	10	35,188	49,071	44,265
		<b>1,986,798</b>	<b>2,013,314</b>	<b>1,986,945</b>
<b>Expenses</b>				
Instruction	11	1,567,040	1,570,000	1,535,436
Administration		51,217	52,836	55,191
Transportation		60,879	59,447	55,965
Pupil accommodation		275,817	293,515	276,374
School generated funds		18,208	12,319	5,287
Other	20	6,037	28,357	9,787
		<b>1,979,198</b>	<b>2,016,474</b>	<b>1,938,040</b>
Annual surplus (deficit)		7,600	(3,160)	48,905
Accumulated surplus, beginning of year		642,133	642,133	593,228
<b>Accumulated surplus, end of year</b>		<b>649,733</b>	<b>638,973</b>	<b>642,133</b>

The accompanying notes are an integral part of the consolidated financial statements.

**Peel District School Board**  
**Consolidated statement of change in net debt**  
Year ended August 31, 2022  
(In thousands of dollars)

		2022	2022	2021
	Notes	Budget	Actual	Actual
		\$	\$	\$
<b>Annual surplus (deficit)</b>		<b>7,600</b>	<b>(3,160)</b>	48,905
<b>Tangible capital asset activity</b>				
Acquisition of tangible capital assets	12	(139,808)	(113,221)	(110,758)
Amortization of tangible capital assets	12	95,625	96,924	89,185
Proceeds on sale of tangible capital assets	12(d)	—	7,841	12,999
Less: gains on sale allocated to deferred revenue	12(d)	—	(7,323)	(11,959)
Write down of tangible capital assets	12 (b)	—	2,046	—
		<b>(44,183)</b>	<b>(13,733)</b>	(20,533)
<b>Other non-financial asset activity</b>				
Acquisition of supplies inventories	20	—	(3,787)	(5,846)
Acquisition of prepaid expenses		—	(17)	(1,060)
		—	<b>(3,804)</b>	(6,906)
Change in net debt		<b>(36,583)</b>	<b>(20,697)</b>	21,466
Net debt at beginning of year		<b>(1,563,165)</b>	<b>(1,563,165)</b>	(1,584,631)
<b>Net debt at end of year</b>		<b>(1,599,748)</b>	<b>(1,583,862)</b>	(1,563,165)

The accompanying notes are an integral part of the consolidated financial statements.

**Peel District School Board**  
**Consolidated statement of cash flows**

Year ended August 31, 2022

(In thousands of dollars)

	Notes	2022	2021
		\$	\$
<b>Operating activities</b>			
Annual surplus (deficit)		(3,160)	48,905
Items not involving cash			
Amortization of tangible capital assets	12	96,924	89,185
Amortization of deferred capital contributions	4	(95,355)	(87,664)
Write down of tangible capital assets	12(b)	2,046	
Transfer from deferred capital contributions	4	(2,564)	(938)
Gains on sale of tangible capital assets allocated to deferred revenue	12(d)	(7,323)	(11,959)
		<b>(9,432)</b>	<b>37,529</b>
Changes in non-cash assets and liabilities			
Accounts receivable		(11,550)	162,351
Accounts receivable - Government of Ontario	2	(35,735)	(203,761)
Accounts payable and accrued liabilities		(13,645)	22,967
Deferred revenue - operating	3	6,814	7,455
Retirement and other employee future benefits payable		(2,471)	(3,963)
Prepaid expenses		(17)	(1,060)
Inventories of supplies		(3,787)	(5,846)
		<b>(69,823)</b>	<b>15,672</b>
<b>Capital activities</b>			
Proceeds on sale of tangible capital assets	12(d)	7,841	12,999
Purchase of tangible capital assets	12	(113,222)	(110,758)
		<b>(105,381)</b>	<b>(97,759)</b>
<b>Financing activities</b>			
Debenture debt repaid and sinking fund contributions	8	(33,872)	(32,275)
Decrease in accounts receivable – Government of Ontario – approved capital	2	28,858	24,974
Temporary borrowing	7	(25,984)	(17,643)
Increase in deferred revenue - capital	3	661	8,795
Deferred capital contributions received	4	100,645	106,295
		<b>70,308</b>	<b>90,146</b>
Increase (decrease) in cash and cash equivalents during the year		<b>(104,896)</b>	8,059
Cash and cash equivalents, beginning of year		171,528	163,469
<b>Cash and cash equivalents, end of year</b>		<b>66,633</b>	<b>171,528</b>

The accompanying notes are an integral part of the consolidated financial statements.

**Peel District School Board**  
**Notes to the consolidated financial statements**

August 31, 2022

(In thousands of dollars)

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**1. Significant accounting policies**

The consolidated financial statements are prepared by management in accordance with the basis of accounting described below:

*a) Basis of accounting*

The consolidated financial statements have been prepared in accordance with the Financial Administration Act supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act.

The Financial Administration Act requires that the consolidated financial statements be prepared in accordance with the accounting principles determined by the relevant Ministry of the Province of Ontario ("Province"). A directive was provided by the Ontario Ministry of Education within memorandum 2004:B2 requiring school boards to adopt Canadian Public Sector Accounting Standards commencing with their year ended August 31, 2004 and that changes may be required to the application of these standards as a result of regulation.

In 2011, the government passed Regulation 395/11 of the Financial Administration Act. The Regulation requires that contributions received or receivable for the acquisition or development of depreciable tangible capital assets and contributions of depreciable tangible capital assets for use in providing services be recorded as deferred capital contributions and be recognized as revenue in the consolidated statement of operations and accumulated surplus over the periods during which the tangible capital asset is used to provide service at the same rate that amortization is recognized in respect of the related asset. Regulation 395/11 further requires that if the net book value of the depreciable tangible capital asset is reduced for any reason other than depreciation, a proportionate reduction of the deferred capital contribution along with a proportionate increase in the revenue be recognized. For Ontario school boards, these contributions include government transfers, externally restricted contributions and, historically, property tax revenue.

The accounting policy requirements under Regulation 395/11 are significantly different from the requirements of Canadian Public Sector Accounting Standards, which requires that:

- (i) Government transfers, including amounts previously recognized as tax revenue which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with Public Sector Accounting Standard PS3410; and
- (ii) Externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with Public Sector Accounting Standard PS3100; and
- (iii) Property taxation revenue be reported as revenue when received or receivable in accordance with public sector accounting standard PS3510.

As a result, revenue recognized in the consolidated statement of operations and accumulated surplus and certain related deferred revenues and deferred capital contributions would be recorded differently under Canadian Public Sector Accounting Standards.

*b) Reporting entity*

These consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity comprises all organizations accountable for the administration of their financial affairs and resources to the Peel District School Board ("the Board") and which are controlled by the Board.



**Peel District School Board**  
**Notes to the consolidated financial statements**

August 31, 2022

(In thousands of dollars)

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**1. Significant accounting policies (continued)**

*b) Reporting entity (continued)*

School generated funds, which include the assets, liabilities, revenues and expenses of various organizations that exist at the school level and which are controlled by the Board are reflected in the consolidated financial statements.

Consolidated entities:

- Transportation Consortium
- School Generated Funds

Interdepartmental and inter-organizational transactions and balances between these organizations are eliminated.

*c) Trust funds*

Trust funds and their related operations administered by the Board are not included in the consolidated financial statements, as they are not controlled by the Board.

*d) Cash and cash equivalents*

Cash and cash equivalents comprise cash on hand, demand deposits and short-term investments. Short-term investments are highly liquid, subject to insignificant risk of changes in value and have a short maturity term of less than 90 days.

*e) Deferred revenue*

Certain amounts are received pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs or in the delivery of specific services and transactions. These amounts are recognized as revenue in the fiscal year the related expenses are incurred or services are performed.

*f) Deferred capital contributions*

Contributions received or receivable for the purpose of acquiring or developing a depreciable tangible capital asset for use in providing services, or any contributions in the form of depreciable tangible assets received or receivable for use in providing services, shall be recorded as deferred capital contributions, as defined in Ontario Regulation 395/11 of the Financial Administration Act. These amounts are recognized as revenue in the consolidated statement of operations and accumulated surplus at the same rate as the related tangible capital asset is amortized. The following items fall under this category:

- Government transfers received or receivable for capital purpose
- Other restricted contributions received or receivable for capital purpose
- Property taxation revenues which were historically used to fund capital assets

*g) Retirement and other employee future benefit*

The Board provides defined retirement and other future benefits to specified employee groups. These benefits include pension, life insurance, health care benefits, dental benefits, retirement gratuity and worker's compensation.

As part of ratified labour collective agreements for unionized employees that bargain centrally and ratified central discussions with the Principals and Vice-Principals Associations, the following Employee Life and Health Trusts (ELHT) were established in 2016-17: Elementary Teachers' Federation of Ontario (ETFO), Ontario Secondary School Teachers' Federation (OSSTF), and Ontario Secondary Teacher's Federation – Education Workers (OSSTF-EW).

**Peel District School Board**  
**Notes to the consolidated financial statements**

August 31, 2022

(In thousands of dollars)

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**1. Significant accounting policies (continued)**

*g) Retirement other employee future benefit (continued)*

The following ELHT's were established in 2017-18: Canadian Union of Public Employees (CUPE), Ontario Council of Educational Workers (OCEW) and Ontario Non-Union Education Trust (ONE-T) for non-unionized employees including principals and vice-principals. The ELHTs provide health, dental and life insurance benefits to teachers (excluding daily occasional teachers), and education workers (excluding casual and temporary staff), and other school board staff. These benefits are provided through a joint governance structure between the bargaining/employee groups, school board trustees associations and the Government of Ontario. Boards no longer administer health, dental and life insurance plans for employees and instead are required to fund the ELHT's on a monthly basis based on a negotiated amount per full-time equivalency (FTE). Funding for the ELHTs is based on the existing benefits funding embedded within the Grants for Student Needs (GSN), including additional Ministry funding in the form of a Crown contribution and a Stabilization Adjustment.

Depending on the prior arrangements and employee groups, the Board continues to provide health, dental and life insurance benefits for retired individuals either directly or through ELHTs for all groups except for OSSTF and ETFO.

The Board has adopted the following policies with respect to accounting for these employee benefits:

- (i) The costs of self-insured retirement and other employee future benefit plans are actuarially determined using management's best estimate of salary escalation, accumulated sick days at retirement, insurance and health care costs trends, disability recovery rates, long-term inflation rates and discount rates. The cost of retirement gratuities is actuarially determined using the employee's salary, banked sick days (if applicable) and years of service as at August 31, 2012 and management's best estimate of discount rates. Any actuarial gains and losses arising from changes to the discount rate are amortized over the expected average remaining service life of the employee group.

For self-insured retirement and other employee future benefits that vest or accumulated over the periods of service provided by employees, such as life insurance and health care benefits for retirees, the cost is actuarially determined using the projected benefits method prorated on service. Under this method, the benefit costs are recognized over the expected average service life of the employee group.

For those self-insured benefit obligations that arise from specific events that occur from time to time, such as obligations for worker's compensation, the cost is recognized immediately in the period the events occur. Any actuarial gains and losses that are related to these benefits are recognized immediately in the period they arise.

- (ii) The costs of multi-employer defined pension plan benefits, such as the Ontario Municipal Employees Retirement System ("OMERS") pensions, are the employer's contributions due to the plan in the period.
- (iii) The costs of insured benefits are the employer's portion of insurance premiums owed for coverage of employees during the period.

**Peel District School Board**  
**Notes to the consolidated financial statements**

August 31, 2022

(In thousands of dollars)

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**1. Significant accounting policies (continued)**

*h) Tangible capital assets*

Tangible capital assets are recorded at historical cost less accumulated amortization. Historical cost includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset, as well as interest related to financing during construction. When historical cost records were not available, other methods were used to estimate the costs and accumulated amortization.

Leases, which transfer substantially all of the benefits and risks incidental to ownership of property, are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

Tangible capital assets, except land, are amortized on a straight-line basis over their estimated useful lives as follows:

<b>Asset</b>	<b>Estimated Useful Life</b>
Land improvements	15 years
Buildings and building improvements	40 years
Portable structures	20 years
First-time equipping of schools	10 years
Furniture	10 years
Equipment	5-15 years
Computer hardware	3 years
Computer software	5 years
Vehicles	5-10 years
Leasehold improvements	Over the lease term

Assets under construction and assets that relate to pre-acquisition and pre-construction costs are not amortized until the asset is available for productive use.

Land permanently removed from service and held for resale is recorded at the lower of cost and estimated net realizable value. Cost includes amounts for improvements to prepare the land for sale or servicing. Buildings permanently removed from service and held for resale cease to be amortized and are recorded at the lower of carrying value and estimated net realizable value. Tangible capital assets which meet the criteria for financial assets are reclassified as "assets held for sale" on the consolidated statement of financial position.

Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

Interest is capitalized whenever external debt is issued to finance the construction of tangible capital assets.

Tangible capital assets removed from service and/or held for resale are not amortized. They are recorded at lower of carrying value and estimated net realizable value.

*i) Government transfers*

Government transfers, which include legislative grants, are recognized in the consolidated financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates

**Peel District School Board**  
**Notes to the consolidated financial statements**

August 31, 2022

(In thousands of dollars)

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*i) Government transfers (continued)*

of the amount can be made. If government transfers contain stipulations which give rise to a liability, they are deferred and recognized in revenue when the stipulations are met.

Government transfers for capital are deferred as required by Regulation 395/11, recorded as deferred capital contributions (DCC) and recognized as revenue in the consolidated statement of operations at the same rate and over the same periods as the asset is amortized.

*j) Investment income*

Investment income is reported as revenue in the period earned.

When required by the funding government or related Act, investment income earned on externally restricted funds such as pupil accommodation, education development charges and special education forms part of the respective deferred revenue balances.

*k) Long-term Debt*

Long-term debt is recorded net of related sinking fund asset balances.

*l) Budget figures*

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Board of Trustees ("Trustees"). The budget approved by the Trustees is developed in accordance with the provincially mandated funding model for school boards and is used to manage program spending within the guidelines of the funding model.

*m) Use of Estimates*

The preparation of consolidated financial statements in conformity with the basis of accounting described in Note 1 a) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the year. Accounts subject to significant estimates include assumptions in estimating historical cost and useful lives of tangible capital assets and revenue recognition of related deferred capital contributions, in estimating provisions for accrued liabilities, and in performing actuarial valuations of employee future benefits liabilities. Actual results could differ from these estimates.

*n) Education Property Tax Revenue*

Under Canadian Public Sector Accounting Standards, the entity that determines and sets the tax levy records the revenue in the financial statements, which in the case of the Board, is the Province of Ontario. As a result, education property tax revenue received from the municipalities is recorded as part of Grants for Student Needs, under Education Property Tax.

*o) Contaminated sites*

The Board reviews its sites, which are no longer in productive use, annually to assess whether contamination has occurred that would require the recording of a liability in the consolidated financial statements.

**Peel District School Board**  
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(In thousands of dollars)

**2. Account receivable – Government of Ontario**

The Province replaced variable capital funding with a one-time debt support grant in 2009-2010. The Board received a one-time grant that recognizes capital debt as of August 31, 2010 that is supported by the existing capital programs. The Board receives this grant in cash over the remaining term of the existing capital debt instruments. The Board may also receive yearly capital grants to support capital programs which would be reflected in this account receivable.

The Board has an account receivable from the Province of \$546,547 (\$575,405 in 2021) as at August 31, 2022 with respect to capital grants.

The Ministry of Education introduced a cash management strategy effective September 1, 2018. As part of the strategy, the ministry delays part of the grant payment to school boards where the adjusted accumulated surplus and deferred revenue balances are in excess of certain criteria set out by the Ministry. The delayed grant payments for the Government of Ontario at August 31, 2022 is \$171,003 (\$191,460 in 2021). As of August 31, 2022 \$189,252 (\$160,438 in 2021) has been withheld, the difference will be received in future grant payments.

The Accounts receivable from the Government of Ontario also includes operating grant receivable from the Ministry of \$986 (\$5,935 payable in 2021).

**3. Deferred revenue**

Revenues received and that have been set aside for specific purposes by legislation, regulation or agreement are included in deferred revenue and reported on the Consolidated Statement of Financial Position.

Deferred revenue set aside for specific purposes by legislation, regulation or agreement, as at August 31, 2022, comprises the following:

	Balance August 31, 2021	Externally restricted revenue net of adjustments	Revenue recognized in the year	Transfer to deferred capital contributions	Balance August 31, 2022
	\$	\$	\$	\$	\$
Legislative grants	58,329	<b>328,901</b>	<b>(308,061)</b>	<b>(25,279)</b>	<b>53,890</b>
Other Ministry of Education	880	<b>41,466</b>	<b>(40,642)</b>	<b>(340)</b>	<b>1,364</b>
Other provincial grants	5,906	<b>27,055</b>	<b>(22,929)</b>	-	<b>10,032</b>
Proceeds of disposition	21,816	<b>7,841</b>	<b>(1,086)</b>	<b>(600)</b>	<b>27,971</b>
Other	6,482	<b>44,879</b>	<b>(40,553)</b>	<b>(3,177)</b>	<b>7,631</b>
Total deferred revenue	93,413	<b>450,142</b>	<b>(413,271)</b>	<b>(29,396)</b>	<b>100,888</b>

**Peel District School Board**  
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**4. Deferred capital contributions**

Deferred capital contributions include grants and contributions received that are used for the acquisition of tangible capital assets in accordance with Regulation 395/11 that have been expended by year end. The deferred capital contributions are amortized into revenue over the same period as the life of the asset acquired.

	<b>2022</b>	2021
	\$	\$
Deferred capital contributions, beginning of year	<b>1,657,492</b>	1,639,799
Additions to deferred capital contributions	<b>100,645</b>	106,295
Amortization recognized in the year	<b>(95,355)</b>	(87,664)
Disposal / Transfer to deferred revenue	<b>(2,564)</b>	(938)
Deferred capital contributions, end of year	<b>1,660,218</b>	1,657,492

**5. Retirement and other employee future benefits liability**

The retirement and other employee future benefits liability is summarized as follows:

	<b>2022</b>			2021
	<b>Retirement benefits</b>	<b>Other employee future benefits</b>	<b>Total employee future benefits</b>	Total employee future benefits
	\$	\$	\$	\$
Accrued employee future benefits obligations	<b>28,082</b>	<b>22,663</b>	<b>50,745</b>	56,616
Unamortized actuarial losses at August 31	<b>(632)</b>	—	<b>(632)</b>	(4,032)
Employee future benefits liability, end of year	<b>27,450</b>	<b>22,663</b>	<b>50,113</b>	52,584

Retirement and other employee future benefits expense is summarized as follows:

	<b>2022</b>			2021
	<b>Retirement benefits</b>	<b>Other employee future benefits</b>	<b>Total employee future benefits</b>	Total employee future benefits
	\$	\$	\$	\$
Current year benefit expense including amortization of actuarial losses	<b>1,111</b>	<b>6,146</b>	<b>7,257</b>	6,128
Interest on accrued benefit obligations	<b>578</b>	<b>333</b>	<b>911</b>	809
Recognition of unamortized actuarial gains on plan	—	—	—	(689)
Employee future benefit expense <sup>(1)</sup>	<b>1,689</b>	<b>6,479</b>	<b>8,168</b>	6,248
Actual payments for the year	<b>4,463</b>	<b>6,176</b>	<b>10,639</b>	10,211

<sup>(1)</sup> Excluding pension contributions to OMERS, a multi-employer pension plan described in 5 (d).

**Peel District School Board**  
**Notes to the consolidated financial statements**

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(In thousands of dollars)

**5. Retirement and other employee future benefits liability (continued)**

*Actuarial assumptions*

The accrued benefit obligations for all employee future benefit plans as at August 31, 2022 are based on actuarial valuations completed for accounting purposes as at August 31, 2022.

These actuarial valuations and extrapolations are based on assumptions about future events. The economic assumptions used in these valuations are management's best estimate assumptions.

	<b>2022</b>	2021
	%	%
General inflation rate	<b>2.00</b>	1.50
Health care escalation	<b>5.00</b>	4.00-7.50
Dental care escalation	<b>5.00</b>	3.00-4.50
Discount rate on accrued benefit obligations	<b>3.90</b>	1.80

Sick leave utilization is based on experience and probability tables.

*Retirement benefits*

a) *Retirement gratuities and early retirement incentive plan*

The Board provides retirement gratuities to certain groups of employees hired prior to specified dates. The Board provides these benefits through an unfunded defined benefit plan. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements.

The amount of the gratuities payable to eligible employees at retirement is based on their salary, accumulated sick days, and years of service at August 31, 2012.

Retirement gratuities and early retirement incentives paid were as follows:

	<b>2022</b>	2021
	\$	\$
Elementary staff	<b>2,624</b>	3,146
Secondary staff	<b>1,587</b>	1,358
Other staff	<b>252</b>	320
	<b>4,463</b>	4,824

The payment formula allowed for \$0.25 per dollar of an employee's salary as of August 31, 2012, prorated with accumulated sick days and years of service at August 31, 2012.

**Peel District School Board**  
**Notes to the consolidated financial statements**

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**5. Retirement and other employee future benefits liability (continued)**

*a) Retirement gratuities and early retirement incentive plan (continued)*

Some employees of the Board, upon application, are eligible for the early retirement incentive plan. This option may be granted when approved by the Board and consists of a one-time payment based on the plan design for the employee group. The plan design includes payments based upon the year of eligibility for an unreduced pension and age of the employee. Payments range from \$2 to \$10 or are based on a percentage of salary from 5% to 25%. Payments are typically paid on January 1 of the year following retirement. Included in the \$4,463 (\$4,824 in 2021) amounts listed above is an amount of \$293 (\$429 in 2021) pertaining to the early retirement incentive plan.

*b) Retirement life insurance and health care benefits*

The Board provides life insurance, dental and health care benefits to certain employee groups after retirement until the members reach 65 years of age. The premiums are based on the Board experience and retirees' premiums are subsidized by the Board. The benefit costs and liabilities related to the plan are provided through an unfunded defined benefit plan and are included in the Board's consolidated financial statements.

*c) Ontario Teachers' Pension Plan*

Teachers and related employee groups are eligible to be members of the Ontario Teachers' Pension Plan. Employer contributions for these employees are provided directly by the Province of Ontario. The pension costs and obligations related to this plan are a direct responsibility of the Province. Accordingly, no costs or liabilities related to this plan are included in the Board's consolidated financial statements.

*d) Ontario Municipal Employees Retirement System*

All non-teaching employees of the Board are eligible to be members of OMERS, which is a multi-employer defined benefit contribution plan.

The plan provides defined benefit pension benefits to employees based on their length of service and rates of pay. The Board contributions equal the employee contributions to the plan. The Board contributions for the year amounted to \$25,228 (\$25,609 in 2021). As this is a multi-employer pension plan, these contributions are the Board's pension benefit expenses. No pension liability for this type of plan is included in the Board's consolidated financial statements.

Each year, an independent actuary determines the funding status of OMERS Primary Pension by comparing the actuarial value of the invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted as at December 31, 2021. The results of this valuation disclosed total actuarial liabilities as at that date of \$120.80 billion in respect of benefits accrued for service with actuarial assets as at that date of \$117.67 billion indicating an actuarial deficit of \$3.13 billion. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employers. As a result, the Board does not recognize any share of the OMERS pension deficit.

*Other employee future benefits*

*a) Workplace Safety and Insurance Board obligations*

The Board is a Schedule 2 employer under the Workplace Safety and Insurance Board Act ("Act") and, as such, assumes responsibility for the payment of all claims to its injured workers under the Act. The Board does not fund these obligations in advance of payments



**Peel District School Board**  
**Notes to the consolidated financial statements**

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(In thousands of dollars)

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a) *Workplace Safety and Insurance Board obligations (continued)*

made under the Act. The benefit costs and liabilities related to this plan are included in the Board's consolidated financial statements.

b) *Sick leave top-up benefits*

A maximum of eleven unused sick leave days from the current year may be carried forward into the following year only, to be used to top-up salary for illnesses paid through the short-term leave and disability plan in that year. The benefit costs expensed in the consolidated financial statements are \$2,937 (\$3,814 in 2021).

For accounting purposes, the valuation of the accrued benefit obligation for the sick leave top-up is based on actuarial assumptions about future events determined as at August 31, 2022 and is based on the average daily salary and banked sick days of employees as at August 31, 2022.

c) *Life insurance benefits*

The Board provides a separate life insurance benefits plan for certain retirees. The premiums are based on the Board experience or the rate for active employees. Depending on the year in which a retiree has retired and the board's prior arrangements, retirees' premiums could be subsidized by the Board. The benefit costs and liabilities related to the subsidization of these retirees under this group plan are included in the Board's consolidated financial statements.

d) *Health care and dental benefits*

The Board sponsors a separate plan for certain retirees to provide group health care and dental benefits. The premiums are based on the Board experience or the rate for active employees. Depending on the year in which a retiree has retired and the board's prior arrangements, retirees' premiums could be subsidized by the Board. The benefit costs and liabilities related to the plan are included in the Board's consolidated financial statements.

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**Notes to the consolidated financial statements**

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**6. Net debenture debt**

Net debenture debt reported on the consolidated statement of financial position comprises the following:

	2022	2021
	\$	\$
OFA 2008 Debenture, New Pupil Places Stage 1 4.86 %, 25-year debenture, maturing June 27, 2033	122,732	130,888
OFA 2010 Debenture, New Pupil Places 4.947%, 25-year debenture, maturing May 15, 2035	60,189	63,423
OFA 2016 Debenture, New Pupil Places 3.242%, 25-year debenture, maturing March 15, 2041	35,109	36,444
OFA 2010 Debenture, Good Places to Learn/Primary Class Size/ Prohibitive to Repair 5.232%, 25-year debenture, maturing April 13, 2035	27,029	28,465
OFA 2006 Debenture, Good Place to Learn 4.56%, 25-year debenture, maturing November 17, 2031	24,510	26,531
OFA 2008 Debenture, Good Places to Learn/Primary Class Size 4.90%, 25-year debenture, maturing March 3, 2033	22,856	24,430
OFA 2009 Debenture, Good Places to learn/Primary Class Size 5.062%, 25-year debenture, maturing March 13, 2034	20,429	21,665
OFA 2017 Debenture, New Pupil Places 3.594%, 25-year debenture, maturing March 14, 2042	18,324	18,949
OFA 2015 Debenture, New Pupil Places 2.993%, 25-year debenture, maturing March 9, 2040	11,380	11,857
OFA 2013 Debenture, Good Places to learn Stages 1, 2 and 3 3.663%, 25-year debenture, maturing June 25, 2038	7,303	7,630
<b>Net debenture debt (OFA)</b>	<b>349,861</b>	<b>370,282</b>
OSBFC 2004 A1 Debenture 5.483%, 25-year debenture, maturing November 26, 2029	44,983	49,717
OSBFC 2006 A1 Debenture 5.070%, 25-year debenture, maturing April 18, 2031	101,617	110,334
<b>Net debenture debt (OSBFC)</b>	<b>146,600</b>	<b>160,051</b>
<b>Net debenture debt</b>	<b>496,461</b>	<b>530,333</b>

**Peel District School Board**  
**Notes to the consolidated financial statements**

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**6. Net debenture debt (continued)**

Principal and interest payments relating to net debenture debt of \$496,461 outstanding as at August 31, 2022 are due as follows:

	Principal payments	Interest payments	Total
	\$	\$	\$
2022 - 2023	35,550	23,222	58,772
2023 - 2024	37,311	21,460	58,771
2024 - 2025	39,161	19,611	58,772
2025 - 2026	41,104	17,668	58,772
2026 - 2027	43,143	15,629	58,772
Thereafter	300,192	54,392	354,584
Net debenture debt	<u>496,461</u>	<u>151,982</u>	<u>648,443</u>

Interest on net debenture debt amounted to \$24,408 (\$25,971 in 2021).

**7. Temporary borrowing**

In accordance with Section 243(1) of the Education Act, the Board has a resolution to authorize the borrowing, by way of promissory note, bankers' acceptance or operating overdraft, up to a maximum of \$250,000. The outstanding amount at any given time would substantially represent the unreceived or uncollected balance of estimated revenues.

The Board has available credit facilities of \$250,000 and as of year-end had borrowings against these facilities of \$74,242 (\$100,226 in 2021). The interest on temporary borrowings, when drawn, would range from the bank's prime lending rate minus 0.75% to 1.0%. Any temporary borrowings would be unsecured and due on demand.

The Board also has \$3,247 (\$2,580 in 2021) in renewable, irrevocable standby letters of credit with a Canadian chartered bank. The letters of credit provide security for capital construction being done on behalf of the Board. There is an annual service fee of 1.0% until they are either utilized or cancelled upon completion of the project.

**8. Debt charges and interest**

	2022	2021
	\$	\$
Principal payments on net debenture debt	<u>33,872</u>	32,275
Interest payments on net debenture debt	<u>33,872</u>	25,971
Interest payments on temporary financing of capital projects	<u>1,612</u>	1,637
	<u>59,892</u>	59,883

**Peel District School Board**  
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**9. Grants for Student Needs**

School boards in Ontario receive the majority of their funding from the provincial government. This funding comes in two forms: provincial legislative grants and local taxation in the form of education property tax. The provincial government sets the education property tax rate. Municipalities in which the board operates collect and remit education property taxes on behalf of the Province of Ontario. The Province of Ontario provides additional funding up to the level set by the education funding formulas. 93 percent of the consolidated revenues of the board are directly controlled by the provincial government through the grants for student needs. The funding is as follows:

	<b>2022</b>	<b>2021</b>
	\$	\$
Provincial Legislative Grants	<b>1,271,114</b>	1,267,547
Education Property Tax	<b>609,028</b>	615,414
Grants for Student Needs	<b>1,880,142</b>	1,882,961

**10. Education development charges**

Effective June 2014, the Board and the Dufferin-Peel Catholic District School Board passed by-laws to collect development charges for the purchase of new sites within the Region of Peel. The levies collected by the municipalities are forwarded to the school boards monthly. During the year, \$34,456 (\$29,103 in 2021) was received for the educational development charges ("EDC") and used for the purchase of sites and reducing the temporary borrowing for EDC. The entire amount is included in other fees and revenues on the consolidated statement of operations and accumulated surplus.

**11. Expense by object**

The following is a summary of the expenses reported on the consolidated statement of operations by object:

	<b>2022</b>		2021
	<b>Budget</b>	<b>Actual</b>	Actual
	\$	\$	\$
Salary and wages	<b>1,423,080</b>	<b>1,437,220</b>	1,410,030
Employee benefits	<b>233,072</b>	<b>228,285</b>	220,884
Staff development	<b>6,589</b>	<b>5,383</b>	5,215
Supplies and services	<b>79,536</b>	<b>77,294</b>	69,204
Interest charges on capital debt	<b>25,928</b>	<b>26,020</b>	27,608
Rental expenditures	<b>2,145</b>	<b>2,175</b>	2,150
Fees and contract services	<b>95,971</b>	<b>102,856</b>	100,485
School-generated funds	<b>18,208</b>	<b>12,319</b>	5,287
Other	<b>7,008</b>	<b>25,952</b>	7,992
Amortization of tangible capital assets	<b>87,661</b>	<b>96,924</b>	89,185
Loss on disposal	—	<b>2,046</b>	—
	<b>1,979,198</b>	<b>2,016,474</b>	1,938,040

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**12. Tangible capital assets**

	Cost				Accumulated amortization				Net book value		
	Opening September 1, 2021	Additions	Disposals/ deemed disposals	Transfer to (from) CIP	Closing August 31, 2022	Opening September 1, 2021	Disposals/ deemed disposals	Closing August 31, 2022	August 31, 2022	August 31, 2021	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Land	509,878	14,088	-	2	<b>523,968</b>	-	-	-	<b>523,968</b>	509,878	
Land improvements	62,996	7,198	-	-	<b>70,194</b>	25,156	5,852	-	31,008	<b>39,186</b>	37,840
Buildings and building improvements	2,602,551	78,258	6,379	26,797	<b>2,701,227</b>	1,025,980	78,263	5,018	1,099,225	<b>1,602,002</b>	1,576,571
Portable structures	16,834	-	638	-	<b>16,196</b>	13,394	853	638	13,609	<b>2,587</b>	3,440
First-time equipping	39,232	1,609	6,100	-	<b>34,741</b>	26,514	3,699	6,100	24,113	<b>10,628</b>	12,718
Furniture	1,108	96	28	-	<b>1,176</b>	537	114	28	623	<b>553</b>	571
Equipment	8,284	946	484	-	<b>8,746</b>	2,858	1,037	484	3,411	<b>5,335</b>	5,426
Computer hardware	17,844	5,268	617	-	<b>22,495</b>	5,433	6,941	617	11,757	<b>10,738</b>	12,411
Computer software	218	195	-	-	<b>413</b>	41	54	-	95	<b>318</b>	177
Vehicles	2,974	-	-	-	<b>2,974</b>	2,657	111	-	2,768	<b>206</b>	317
Asset permanently removed from service	3,776	-	2,479	-	<b>1,297</b>	1,893	-	1,276	617	<b>680</b>	1,883
Leasehold improvement	1,799	-	-	-	<b>1,799</b>	1,799	-	-	1,799	-	-
Construction-in-progress (CIP)	25,306	5,563	-	(26,799)	<b>4,070</b>	-	-	-	-	<b>4,070</b>	25,306
<b>Total</b>	<b>3,292,800</b>	<b>113,221</b>	<b>16,725</b>	<b>-</b>	<b>3,389,296</b>	<b>1,106,262</b>	<b>96,924</b>	<b>14,161</b>	<b>1,189,025</b>	<b>2,200,271</b>	<b>2,186,538</b>

a) *Construction-in-progress (CIP)*

Assets under construction having a value of \$4,070 (\$25,306 in 2021) have not been amortized. Amortization of these assets will commence when the asset is put into service.

b) *Write-down of tangible capital assets*

There was \$2,046 write-down of tangible capital assets during the year (\$Nil in 2021).

c) *Assets permanently removed from service*

The Board has identified one (two in 2021) building property that qualifies as "assets permanently removed from service". The net book value ending balance as of August 31, 2022, includes \$680 (\$1,883 in 2021) of assets permanently removed from service.

**Peel District School Board**  
**Notes to the consolidated financial statements**  
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d) *Sale of assets*

Net proceeds of \$7,841 (\$12,999 in 2021) was received on the sale of property, which had a carrying value of \$518 (\$1,040 in 2021), resulting in a gain of \$7,323 (\$11,959 in 2021). \$7,841 (\$12,999 in 2021) was deferred for future capital asset purchases according to Ontario Regulation 193/10.

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**Peel District School Board**  
**Notes to the consolidated financial statements**

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**13. Liability for Contaminated Sites**

The board previously recorded a contaminated site liability for land due to the leakage of oil tanks on a property. The remaining liability is \$nil (\$324 in 2021) related to this property as remediation has been completed.

**14. Trust funds**

Trust funds administered by the Board amounting to \$1 (\$nil in 2021) have not been included in the consolidated statement of financial position nor have their operations been included in the consolidated statement of operations and accumulated surplus.

**15. Insurance coverage**

*a) Ontario School Board Insurance Exchange ("OSBIE")*

The Board is a member of OSBIE, a reciprocal insurance company licensed under the Insurance Act. OSBIE insures property damage and certain other risks with an unlimited coverage per occurrence.

The ultimate premiums over a five-year period are based on the reciprocals and the Board's actual claims experience. Periodically, the Board may receive a refund or be asked to pay an additional premium based on its pro rata share of claims experience. The current one-year term expires January 1, 2023.

*b) Other*

The general public liability coverage for the Board is held by a public insurance company with a limit of \$5,000 per occurrence with a General Annual Aggregate of \$25,000. This policy is a one-year term expires on April 1, 2023.

**16. Contractual obligations and contingent liabilities**

Contractual obligations for the construction of buildings, which are not reflected on the consolidated statement of financial position as at August 31, 2022, amounted to approximately \$33,274 (\$9,455 in 2021). Substantially all these obligations will be financed by cash grants from the Province, and reserve funds.

The Board has commenced various capital projects for which the Region of Peel and local municipalities require security letters of credit, as indicated in Note 7.

The Board is negotiating settlements of disputes arising from purchases of properties used for school sites. Adjustments, if any, arising from the outcome of these settlements, will be recorded in the year in which a liability is likely, and an amount can be reasonably estimated.

**16. Contractual obligations and contingent liabilities (continued)**

In the normal course of business, various claims and litigious matters are pending by and against the Board. In the opinion of the Board's management, these claims will not materially affect the Board's financial position, although no assurances can be given with respect to the ultimate outcome of any such claims. Any potential settlements will be recorded when a liability is likely and an amount can be reasonably estimated.

The minimum rentals payable under long-term leases in effect at August 31, 2022 for premises and equipment leases are as follows:

	\$
2022-2023	164
2023-2024	44
2024-2025	45
Thereafter	-
	253

**17. Partnership in STOPR Transportation Consortium**

On December 14, 2007, the Board entered into an agreement with the Dufferin-Peel Catholic District School Board to provide common administration of student transportation in the region. This agreement was executed in an effort to increase delivery efficiency and cost effectiveness of student transportation for each of the school boards. Under the agreement, decisions related to the financial and operating activities of the STOPR Transportation Consortium are shared. No party is in a position to exercise unilateral control.

Each board participates in the shared costs associated with this service for the transportation of their respective students through STOPR. The board's consolidated financial statements reflect proportionate consolidation, whereby they include the assets that it controls, the liabilities that it has incurred, and its pro-rata share of revenues and expenses. The board's pro-rata share for 2022 is 71% (2021 - 71%).

	<b>2022</b>		2021	
	<b>Total</b>	<b>Board's portion</b>	Total	Board's portion
	\$	\$	\$	\$
Operations				
Revenue	<b>77,962</b>	<b>55,222</b>	68,032	47,269
Expenses	<b>83,927</b>	<b>59,447</b>	78,433	55,965
Annual deficit	<b>(5,965)</b>	<b>(4,225)</b>	(10,401)	(8,696)



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**18. Repayment of "55 School Board Trust" funding**

On June 1, 2003, the Board received \$13,896 from the "55 School Board Trust" for its capital-related debt eligible for provincial funding support pursuant to a 30-year agreement it entered with the trust. The "55 School Board Trust" was created to refinance the outstanding not permanently financed ("NPF") debt of participating boards who are beneficiaries of the trust. Under the terms of the agreement, the "55 School Board Trust" repaid the Board's debt in consideration for the assignment by the Board to the trust of future provincial grants payable to the Board in respect of the NPF debt.

As a result of the above agreement, the liability in respect of the NPF debt is no longer reflected in the Board's consolidated financial position.

**19. Related Party Disclosures**

The Ontario Financing Authority (OFA) is a related party as both organizations are subject to control by the Province of Ontario. Net debenture debt of \$349,861 (\$370,282 in 2021) is outstanding with OFA as shown in Note 6. Related party transactions include principal debt repayments of \$20,421 (\$19,499 in 2021). Related party transactions have been recorded at the exchange amount.

**20. In-Kind Transfers from the Ministry of Public and Business Service Delivery**

The Board has recorded entries, both revenues and expenses, associated with centrally procured in-kind transfers of personal protective equipment (PPE) and critical supplies and equipment (CSE) received from the Ministry of Public and Business Service Delivery (MPBSD). The amounts recorded were calculated based on the weighted average cost of the supplies as determined by MPBSD and quantity information based on the board's records. The in-kind revenue included in Provincial grants - Other for these transfers is \$22,390 (\$3,931 in 2021), with expenses based on use of \$22,390 (\$3,931 in 2021) included in Other expenses, and in-kind deferred revenue of \$9,633 (\$5,846 in 2021) is included in Other Provincial Grants, and inventory of \$9,633 (\$5,846 in 2021).

**21. Impact of COVID-19**

On March 11, 2020 the COVID-19 outbreak was declared a pandemic by the World Health Organization. Since this time, the pandemic has had significant financial, market and social impacts, due to government imposed lockdowns and social distancing requirements. The board has experienced physical closure of schools based on public health recommendations, implemented temporary virtual schooling, implemented mandatory working from home requirements for those able to do so, and cancelled fundraising events and other programs.

The duration and ongoing impact of the COVID-19 pandemic remains unclear at this time. Although all 2021-22 financial impacts were managed, the full extent of the financial impact on the financial position and results of the board for future periods is not possible to reliably estimate.

**Peel District School Board**  
**Notes to the consolidated financial statements**

August 31, 2022  
(In thousands of dollars)

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## 22. Future Accounting Standard Adoption

The board is in the process of assessing the impact of the upcoming new standards and the extent of the impact of their adoption on its financial statements.

While the timing of standard adoption can vary, certain standards must be adopted concurrently. The requirements in PS 1201 Financial Statement Presentation, PS 2601 Foreign Currency Translation, PS 3041 Portfolio Investments and PS 3450 Financial Instruments must be implemented at the same time. The board has not adopted any new accounting standards for the year ended August 31, 2022.

- i. Standards applicable for fiscal years beginning on or after April 1, 2022 (in effect for the board as of September 1, 2022 for the year ending August 31, 2023):

PS 1201 Financial Statement Presentation replaces PS 1200 Financial Statement Presentation. This standard establishes general reporting principles and standards for the disclosure of information in government financial statements. The standard introduces the Statement of Remeasurement Gains and Losses separate from the Statement of Operations. Requirements in PS 2601 Foreign Currency Translation, PS 3450 Financial Instruments, and PS 3041 Portfolio Investments, which are required to be adopted at the same time, can give rise to the presentation of gains and losses as remeasurement gains and losses.

PS 2601 Foreign Currency Translation replaces PS 2600 Foreign Currency Translation. The standard requires monetary assets and liabilities denominated in a foreign currency and non-monetary items denominated in a foreign currency that are reported as fair value, to be adjusted to reflect the exchange rates in effect at the financial statement date. Unrealized gains and losses arising from foreign currency changes are presented in the new Statement of Remeasurement Gains and Losses.

PS 3401 *Portfolio Investments* replaces PS 3040 *Portfolio Investments*. The standard provides revised guidance on accounting for, and presentation and disclosure of, portfolio investments to conform to PS 3450 *Financial Instruments*. The distinction between temporary and portfolio investments has been removed in the new standard, and upon adoption, PS 3030 *Temporary Investments* will no longer apply.

PS 3280 *Asset Retirement Obligations (ARO)* establishes the accounting and reporting requirements for legal obligations associated with the retirement of tangible capital assets controlled by a government or government organization. A liability for a retirement obligation can apply to tangible capital assets either in productive use or no longer in productive use.

PS 3450 *Financial Instruments* establishes accounting and reporting requirements for all types of financial instruments including derivatives. The standard requires fair value measurement of derivatives and portfolio investments in equity instruments that are quoted in an active market. All other financial instruments will generally be measured at cost or amortized cost. Unrealized gains and losses arising from changes in fair value are presented in the Statement of Remeasurement Gains and Losses.

- ii. Standards applicable for fiscal years beginning on or after April 1, 2023 (in effect for the board for as of September 1, 2023 for the year ending August 1, 2024):

## **22. Future Accounting Standard Adoption (continued)**

PS 3400 *Revenue* establishes standards on how to account for and report on revenue, specifically differentiating between transactions that include performance obligations (i.e. the payor expects a good or service from the public sector entity), referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non-exchange transactions.

PSG-8 *Purchased Intangibles* provides guidance on the accounting and reporting for purchased intangible assets that are acquired through arm's length exchange transactions between knowledgeable, willing parties that are under no compulsion to act.

PS 3160 *Public Private Partnerships (P3s)* provides specific guidance on the accounting and reporting for public private partnerships between public and private sector entities where the public sector entity procures infrastructure using a private sector partner.

## **23. Comparative Figures**

Certain comparative figures have been reclassified to conform with the method of presentation adopted for the current year.

## **24. Subsequent events**

The board sold one property on October 14, 2022, the property had a carrying value of \$10,730 and was sold for \$28,273 resulting in a gain on disposal of \$17,543. The board plans to sell two additional properties in the upcoming year. The board's tangible capital assets at August 31, 2022 include a carrying amount of \$2,799 related to these properties.

**Audit Committee Meeting, November 14, 2022**

# **Audit Committee Report for 2021-2022 to the Ministry of Education**

**Report Type:**

Information

**Decision(s) Required:**

Receipt

*Prepared by:* Tania Alatishe-Charles, Controller, Finance Support Services

*Submitted by:* Jaspal Gill, Associate Director, Operational and Access to Equity



**Annual Report to the Board of Trustees and Forwarded  
To the Ministry of Education  
For the year ended August 31, 2022**

**Peel District School Board**

**Fiscal Year: 2021-2022**

**Re: Annual Audit Committee report to the Ministry of Education as per  
Ontario Regulation 361/10**

During the 2021/22 fiscal year, the following internal audit engagements were presented:

- Privacy
- IT Follow-up Report
- Repairs and Maintenance Follow-up Report
- Status of Audit Findings

Based on the multi-year internal audit plan for 2022-2023 to 2023-2024, we are not expecting any enrolment audits to be performed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Balbir Sohi  
Audit Committee Chair

16.1 (a)

Organizational Meeting of the Board, November 30, 2022

# Anti-Islamophobia Strategy - Update #2

**Strategic Alignment:**  
Directive 14

**Report Type:**  
For information

*Prepared by:* Donna Ford, Superintendent of Education

Lisa Hart, Superintendent Equity, Indigenous Education, School Engagement & Community Relations

Camille Logan, Associate Director, School Improvement and Equity, Curriculum and Instruction, School, Community Engagement

*Submitted By:* Rashmi Swarup, Director of Education

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## Overview

### Objective:

To provide an update on the development of Affirming Muslim Student Identities and Dismantle Islamophobia Strategy (the anti-Islamophobia Strategy).

### Background:

The Ministry Review via Directive 14 required that the Peel District School Board (PDSB) address these systemic impediments through a Comprehensive four-year strategy and action plan (the Comprehensive Strategy).

Directive 14 of the Ministry Review stated that:

- The Board shall establish a comprehensive four-year strategy and action plan to address and eliminate statistically significant disproportionalities in enrolment, achievement, and outcomes of Black students, other racialized students, and Indigenous students in applied, academic, locally developed, Special Education, and Regional Choice pathways and programs.
- The Board's plan shall:
  - i. Include specific objectives tied to actions, measurable outcomes, and timelines for meeting those objectives;
  - ii. Include actions and measurable outcomes to reduce the effects of implicit bias on the disproportionate outcomes of PDSB's Black students, to encourage Black students to establish goals and achieve academically;
  - iii. Identify an employee or employees who would have responsibility for working to achieve the objectives laid out in the plan;
  - iv. Include provisions for engaging with parents;
  - v. Include provisions for public reporting on progress towards achieving outcomes in the strategy.
- The Board shall require accountability for the action plan to address explicitly in the Board's Multi-Year Strategic Plan, the Board Improvement Plan for Student Achievement (BIPSA), the Equity Action Plan, and in the performance appraisals of principals, supervisory officers, Associate Directors, and the Director of Education. This strategy and action plan should be a key component of the Annual Equity Accountability Report Card.

The anti-Islamophobia Strategy is a community led and PDSB staff facilitated initiative. It is integral to Directive 14 and supports compliance to the requirements of the Ministry Directives.

### Community consultation process

The following is a timeline of the actions the School Naming working group have undertaken:

Timeline	Action	Progress
November 2021	<ul style="list-style-type: none"><li>• Progress report to Board</li></ul>	<ul style="list-style-type: none"><li>• Results of internal consultations presented in the Equity Accountability Report Card - Exploring the Equity Gap by</li></ul>

		<p>Faith/Spirituality, Part 1 completed in June 2021</p> <ul style="list-style-type: none"> <li>• This report addressed the experiences of PDSB students in five secondary schools</li> <li>• external consultations</li> <li>• conducted by the National Council of Canadian Muslims (NCCM)</li> <li>• 15 meetings held with 196 participants over eight weeks</li> <li>• Data collected centered intersectional voices of Muslim staff, students and families to build on the findings from the student focus groups held in June</li> </ul>
March, April 2022	<ul style="list-style-type: none"> <li>• focus groups and key informant interviews conducted by external consultant</li> </ul>	<ul style="list-style-type: none"> <li>• The working group were interested in hearing from parents (a voice that was absent from their data)</li> </ul>
May 2022	<ul style="list-style-type: none"> <li>• Consultation report was presented to steering committee and working group</li> </ul>	<ul style="list-style-type: none"> <li>• preliminary thematic analysis of the PDSB parent, students and staff perspectives make up the findings listed in the consultation report</li> <li>• The consultation data will be used to develop the draft Anti-Islamophobia Strategy which will be brought back to the Board (contained in this report)</li> </ul>
July, August 2022	<ul style="list-style-type: none"> <li>• Drafting of anti-Islamophobia strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Summer writing team with members of the working group drafted the strategy based on the findings</li> </ul>
September, October 2022	<ul style="list-style-type: none"> <li>• Revision of strategy content based on feedback from</li> </ul>	<ul style="list-style-type: none"> <li>• The draft strategy was reviewed by PDSB staff and community stakeholders</li> <li>• Feedback from these sponsors will be incorporated into the final version of the strategy</li> </ul>



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## Evidence

### Results of the PDSB parent and staff Consultation

Below is an overview of the findings. A more detailed summary analysis of staff, student and parent perspectives is appended to this report.

1. Normalization of Islamophobia:
  - The pervasive nature of Islamophobia has led many parents, staff and students to experience harm in multiple ways as they navigate the school system.
  - Most shared that they cope with Islamophobia with little support.
  - Many students and families mentioned that they were trying to survive the system and did not see it as a space where they can easily be themselves or thrive.
2. There are system-wide gaps in meaningful representation and affirmation of intersectional Muslim identities.
  - **Students:** Intersectional and nuanced representations of Muslim are necessary for students to feel like they are safe and belong. Many students pointed out instances when they could remember finally being seen/heard in class/school... it was often accompanied by meaningful curricular representation of Islam and or Muslims and student groups. For example: MSA, mentorship programs etc.
  - **Staff** hiring practices need to be reviewed and audited. There is a lack of Muslim identified staff in leadership positions at the PDSB.
  - **Parents** want more opportunities to be involved in the school community. Parents often find organic ways to get involved at school/class, many shared that parent councils are not always safe spaces (due to microaggressions imbedded Islamophobia) or shared that their work schedules don't always align with the opportunities for engagement available. Provide more opportunities for parents and families to involved in the school community E.g., Muslim Parent Advisory/Council, leadership opportunities
3. Gaps in knowledge translation & action: Islamophobia needs to be taken seriously by the system.
  - **Students** often find themselves having to advocate for themselves when they are being bullied since there is little awareness or understanding of Islamophobia across the system.
  - **Parents** noted that there are numerous barriers to accessing important information about the school system, policies, practices and even how to advocate for their child. Additionally, many parents noted that when they advocated, little action was taken.
  - **Staff** noted that anti- Islamophobia work needs to be a system wide initiative that is embedded at all levels of policy and practice. This work of naming and confronting often falls on the plate of Muslim identified staff who go beyond their roles to support students, colleagues and families. Mandatory anti-Islamophobia training is key to move towards more equitable futures for students, staff and families.

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## **Draft anti-Islamophobia Strategy**

The draft strategy was written by the members of the Steering committee who were joined by a summer writing team. This team comprised of committed educators who are Muslim-identifying and engaged in various community activities. This portion of the strategy development took place during July 2022 and was supervised by the Superintendent - Equity, Indigenous Education, Anti-racism, Anti-oppression, and School Engagements.

The draft anti-Islamophobia Strategy incorporates the findings from the consultations outlined above. It details an historical context of Islamophobia, its manifestations in PDSB learning and workplace environments along with key principles grounding the development and implementation of the anti-Islamophobia Strategy. Finally, there are six key areas or pillars that engage all members of the PDSB community including trustees, senior leaders as well as staff to ensure that Islamophobia is identified, named and confronted to ensure the safety, wellbeing and sense of belonging for Muslim-identifying students, their families and staff; and as a practice in the district's commitment to anti-racism, specifically islamophobia and anti-oppression.

### **Pillar 1:**

Build Capacity to Lead Implementation of the Strategy

### **Pillar 2:**

Affirm and Celebrate Muslim Identities

### **Pillar 3:**

Create Learning and Working Environments that Intentionally Disrupt Islamophobia

### **Pillar 4:**

Foster Meaningful Engagement with Muslim Communities

### **Pillar 5:**

Support Mental Health and Well-Being of Muslim Students and Staff

### **Pillar 6:**

Implement Responsive Hiring and Supportive Practices

The Affirming Muslim Student Identities and Dismantle Islamophobia Strategy also includes an Accountability Framework with success measures which remain to be drafted. Review of the draft strategy by PDSB staff and community stakeholders for input is underway. This feedback will be integrated into the final version of the strategy. Following approval from the Director's Council, the National Council of Canadian Muslims (NCCM) with the Equity department will collaborate with the Communications department on the finishing steps (culturally representative cover and content design, visuals, etc.). Appended to this report is an executive summary of the anti-Islamophobia Strategy. See Appendix 2.

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## **Impact Analysis**

### **Equity & Human Rights Review**

This anti-Islamophobia strategy aims to disrupt processes and practices that negatively impact Muslim-identifying students, staff, and communities. The contents of the anti-Islamophobia strategy are framed by guiding principles that highlight the realities of Muslim-identify students, their families and staff to which the Peel District School Board can and must be responsive to ensure their safety and successful access to educational experiences in Peel schools.

Opportunities via the anti-Islamophobia strategy will be afforded to PDSB educators, school leaders, managers and senior staff to affirm Muslim-identifying students and staff in various ways. For instance, affirming Muslim-identifying students and staff means making certain there is representation of lived experiences in curricular programs and materials, demonstrating vigilance to name and report incidents of Islamophobia (via the various PDSB reporting tools), continuous engagement with community members so that the implementation of the anti-Islamophobia strategy actions are grounded in their voices and experiences.

The Affirming Muslim Student Identities and Dismantle Islamophobia Strategy also serves to reinforce the right of PDSB Muslim-identifying students and staff to creed practice as a protected ground of the Ontario Human Rights Code.

### **Board or Ministry Policy Alignment**

Human Rights - Interim Procedure 51

Equity and Inclusivity Policy 54

Directive 14

### **Community Impact**

The collaborative commitment by the Muslim community (National Council of Canadian Muslims – NCCM) and PDSB staff exemplifies the importance and necessity of community stakeholders as facilitators in the process of system transformation. The lived experiences of Muslim-identifying students, their families and staff will be honoured by the co-development of this Strategy.

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## **Next Steps**

### **Action Required:**

The Anti-Islamophobia Steering Committee will continue to meet and provide direction and guidance to the PDSB to support the completion of the Strategy. The final draft will be brought to the board for approval in January 2023.

### **Communications:**

A communications plan that ensures that both internal and external stakeholders are knowledgeable about the Strategy and how to access it will be developed.

### **Success Measures:**

The Affirming Muslim Student Identities and Dismantle Islamophobia Strategy is one of the strategies that will be collaboratively created, and its impact monitored through the Comprehensive Four-year Equity Strategy - Directive 14. The Anti-Islamophobia Strategy is a component of the Four-year Equity Strategy and will contribute to ensuring wellbeing and achievement outcomes for Muslim students, their families and staff through actions to affirm Muslim identities and address Islamophobia system wide.

The Strategy will have a positive impact in the area of accountability ensuring such acts are named and reported. The Strategy will also intersect with other Ministry Directives that address student disparities and disproportionalities in areas such as student mental health/wellbeing and streaming.

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## **Appendices**

Appendix 1 - Preliminary Findings of Consultation

Appendix 2 - Affirming Muslim Student Identities and Dismantling Islamophobia Strategy - Executive Summary

### **Appendix I**

#### **Preliminary Findings of Consultation**

##### **Key PDSB parent findings**

- Reporting mechanisms need to be clear, accessible and barrier-free for parents
- Parents found that not all complaints were taken seriously. Staff need to be made aware of the consequences of not dealing with Islamophobic or hate-based instances as per board policy and the Human Rights Code.
- Intentionally engage and provide parents multiple ways to be part of the school community (e.g., establish Muslim Parent Advisory/Council, leadership opportunities in every school community).
- Anti-Palestinian Racism (APR) was highlighted as an ongoing issue. APR is connected with Islamophobia and anti-Arab Racism but does require specialized supports and resources to address

##### **Key PDSB student findings**

- Muslim students shared experiences of bullying and alienation by peers due to their Muslim identity.
- Lack of understanding and supports for Muslim students, including those who have faced Islamophobic harm and/or violence.
- Islamophobic content in curriculum
- Absence of nuanced and affirming representations of Islam and Muslims
- Resistance to or lack of religious accommodations for Muslim students
- Normalized or unchecked Islamophobic discourse. These experiences are further shaped by various forms of gendered and racialized Islamophobia
- Students benefit from identity affirming spaces such as MSA's, anti-racist book clubs, mentorship programs etc...

##### **Key PDSB staff findings**

- Staff need more support to effectively disrupt Islamophobia in classrooms and schools. (For example, training on the dynamics of islamophobia and supporting Muslim learners).
- Hiring practices need to be reviewed and audited. There is a lack of Muslim identified staff in leadership positions at the PDSB.
- Resource allocation for CRRP texts and learning tools, and provide staff the tools to engage in curricular audits for Islamophobic content
- Meaningful support and resources to address Anti-Palestinian Racism (APR) are needed as APR often intersects with Islamophobia.

- Staff need more support in understanding faith-based accommodations for Muslim students.
- Staff who have experienced Islamophobia have difficulty accessing support.
- Specialized resources and staff teams on trauma informed care and mental health and wellbeing supports that are culturally relevant need to be made available for staff and students.

## Appendix 2

### Affirming Muslim Student Identities and Dismantling Islamophobia Strategy

#### Guiding Principles

The following principles are foundational to understanding how Islamophobia impacts students, staff and families. It is our collective responsibility to uproot Islamophobia within PDSB.

1. Experiences and Occurrences of Islamophobia are Systemic and Common
2. Public Education is not Faith Neutral
3. Understanding Social Location and the Development of Meaningful Allyship is Necessary
4. Action to Dismantle Islamophobia Must be Prioritized and be Ongoing
5. Accountability Measures Must be Enacted at all Levels

# AFFIRMING MUSLIM STUDENT IDENTITIES AND DISMANTLING ISLAMOPHOBIA STRATEGY

**1 EXPERIENCES AND OCCURRENCES OF ISLAMOPHOBIA ARE SYSTEMIC AND COMMON**

The PDSB acknowledges that Islamophobia is embedded in society on both an individual and systemic level and thus permeates our education system. Islamophobia has a negative impact on the identity, well-being, and outcomes of Muslim-identifying students, families, staff, and community. This impact is compounded for Muslims with intersecting marginalized identities. It is also important to note that Islamophobia has a negative effect on all communities, regardless of creed.

**3 UNDERSTANDING SOCIAL LOCATION AND THE DEVELOPMENT OF MEANINGFUL ALLYSHIP IS NECESSARY**

It is the responsibility of all members of the PDSB community to acknowledge and reflect on their social location and use their relationship with power and privilege to engage in meaningful allyship with Muslim-identifying students, staff and families.

**2 PUBLIC EDUCATION IS NOT FAITH NEUTRAL**

The public education system is assumed to be secular. However, the reality is that the education system historically and currently frames Christianity as the norm. As noted in the Education Act, teachers are required to uphold the principles of "Judeo-Christian morality".<sup>1</sup> The influence of Christianity is also evident in the organization of the school calendar and the historical recognition and centering of Christian holidays. This results in the erasure of different creeds and ways of knowing and being.

**4 ACTION TO DISMANTLE ISLAMOPHOBIA MUST BE PRIORITIZED AND ONGOING**

Islamophobia has caused harm and continues to harm students, staff, families and community members. Understanding, disrupting and dismantling Islamophobia is a priority that requires ongoing commitment of all members of the PDSB community.

**5 ACCOUNTABILITY MEASURES MUST BE ENACTED AT ALL LEVELS**

PDSB stakeholders will be held accountable to create safe, inclusive, and identity-affirming environments. This includes recognizing creed as a protected ground under the Ontario Human Rights Code and PDSB Human Rights Policy 51. Supporting and affirming Muslim identities will be included in School and Board Improvement and Equity Plans.

<sup>1</sup> Government of Ontario. (2022). Education Act, R.S.O. 1990. 5 264 (1)

16.1 (b)

Organizational Meeting of the Board, November 30, 2022

# Naming of the Indigenous Centre for Excellence and Land-Based Learning: Policy 27 – Naming of Facilities.

**Strategic Alignment:**

Directive 18  
Policy 51: Human Rights – Interim Procedure  
Policy 27: School Naming  
Policy 54: Equity and Inclusive Education

**Report Type:**

Recommendation

*Prepared By:* Lisa Hart, Superintendent Equity, Indigenous Education, School Engagement & Community Relations  
Nicole Reynolds, Coordinating Leader, Indigenous Education  
Camille Logan, Associate Director, School Improvement and Equity, Curriculum & Instruction, School, Community Engagement  
*Submitted By:* Rashmi Swarup, Director of Education

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## **Overview**

### **Recommendation:**

That the Board name The Indigenous Centre for Excellence and Land Based learning formerly Creditview Public School to ***Maawnjiding Wiingushkeng***.

**Context:** At the Board meeting on September 28, 2022, The Peel Board approved the proposal to repurpose the Credit View Public School into a Centre that would celebrate Indigenous Excellence in Education and be a facility where we could institute land-based learning centred on Indigenous ways of knowing and pedagogy. The centre will be used to educate and serve as a cultural affinity space for Indigenous students within the board that have been displaced or removed from their culture through ongoing systemic marginalization. This centre will also be a place in which to engage Indigenous families within the board and Indigenous Knowledge sharing the larger Indigenous community. This engagement will take a significant role in the establishment of an Indigenous cultural footprint within the region and continue to lay the foundation of reconciliation within the board. Through the centre, non-Indigenous staff, students, and families will learn and build relationships in solidarity with community partners and build capacity to understand their obligations as treaty partners and their responsibilities toward reconciliation.

**Naming:** During the summer of 2022, an Indigenous Student Camp took place at G.W. Finlayson Field Centre in which Indigenous students from around the board gathered to take part in various cultural activities. In keeping with the policy of centring student voice, the participants of the camp were tasked with naming the camp. *Maawnjiding Wiingushkeng* was chosen as holding enough meaning to aptly describe the vision and direction of the camp. Furthermore, the students voiced their opinion that this could be the name of a more permanent place in which students could gather and take part in greater learning.

The meaning of *Maawnjiding Wiingushkeng* considers several important factors within Indigenous culture, ways of knowing and pedagogy. The name itself describes a *gathering of sweetgrass*. Each blade in a sweetgrass braid represents an important part of First Nation culture. Of the seven traditionally used in a braid, they symbolize love, peace, harmony, strength, purity, positivity and connection to Mother Earth. A single strand of sweetgrass may be easily broken; however, when you braid them together, it becomes virtually unbreakable. This is a metaphor for the strength of community when grounded in these seven principles. This is what the centre hopes to achieve.

## **Evidence**

### **Findings/Key Considerations:**

#### **Consultation Process**

Summer Culture Camp for Indigenous Youth July 5, 2022 – July 24, 2022



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The naming process began in March when the Indigenous Education Department was determining a name for a Culture Camp for Indigenous youth in grades 6-12. A Virtual Gathering was held with First Nation, Métis and Inuit students to build a shared vision of what they wanted the camp to be. Leslie McCue, a community member from Curve Lake First Nation, came and virtually met with kids and did an activity with them where they spoke about images, animals, and everything that represented them. One comment that came up was sweetgrass – followed by the name A Gathering of Sweetgrass. Barbara Nolan and Rosa Kinosahmeg translated the student’s agreed upon name to Anishinaabemowin - Maawnjiding Wiingushkeng.

Mayawasige (Johnny Keeshig), an elder that was invited to the camp shared that the sweetgrass braid represents body, mind, spirit, past, present and future. It relates to the Seven Fire Prophecies that talk about children, the future and how the people would return to the road that the creator provided. People would return and reclaim their land, culture and identity which they lost through colonization. The sweetgrass braid is a representation of this.

#### Fall Gatherings for Indigenous Youth – October 14 and October 21

At the Fall Gathering for Indigenous youth, the Indigenous Education Team led a circle to discuss the naming of the Centre of Indigenous Excellence and Land-Based Learning. The First Nation, Métis and Inuit youth felt that using the same name of the Culture Camp would continue the shared vision of what the centre will be.

#### Consultation Committee

Using the community consultation process that was used in the renaming of Nibi Emosaawdang Public School, there are areas in which the consultation process will focus on. According to the draft of Policy 27, The Centre falls under 4.1 as a facility that is a property of the PDSB but is not a school. This then establishes its need for consultation that needs to take into account outlined steps, the first of which is establishing a renaming committee. Due to the special circumstances of the centre, the opening committee will consist of First Nation, Métis and Inuit representatives along with invited members of the board and trustee.

The following Invitations were sent to the following groups, staff and community members to inform the consultation:

- The Mississaugas of the Credit First Nation
- The Credit River Métis Council
- The Indigenous Network
- The Peel Indigenous Network of Employees
- Indigenous Student Representatives
- Families of Indigenous Students, and Indigenous Community Stakeholders.
- Superintendent of Equity, Indigenous Education, School Engagement and Community Relations
- Trustee of Caledon
- Coordinating Principal of Equity
- Coordinating Principal of African, Black and Afro-Caribbean Student Success

While the consultation had several voices represented; it should be noted that the particular use of the school necessitates the representation of Indigenous voices as exceptionally important.

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The successful implementation of this consultation will help to reinforce the Board's priority to ensure stakeholders and their input is of utmost importance to the procedure of naming the centre.

#### Consultation Meeting – October 25, 2022

The meeting of the consultation committee occurred virtually on Microsoft Teams. In addition to the invited members, Leslie McCue and Lindy Kinoshameg joined to give further context to the proposed name. After the consultation and question period there were no objections to the name Maawnjiding Wiingushkeng.

#### Consulting With Treaty Partners

Communication and consultation with members of the Mississaugas of the Credit First Nation occurred between October 24, 2022 and November 1, 2022. There were no objections to the proposed name and representatives will visit the Centre once it is open.

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## **Impact Analysis**

### **Equity & Human Rights Review**

The renaming process demonstrates how Peel District School Board staff uphold the distinct rights of Indigenous peoples and the Truth and Reconciliation Calls to Action with the Indigenous communities of Peel. The name Maawnjiding Wiingushkeng demonstrates the reclamation of identity and culture. When sweetgrass is braided together it becomes stronger. The work of the Centre is braiding of the land, education and the community. First Nation, Metis and Inuit students will be stronger with the opportunities that they will access in this Centre – just like the sweetgrass.

### **Board or Ministry Policy Alignment**

Ministry Directions on the Peel District School Board Review

Policy 51: Human Rights

Policy 54: Equity & Inclusive Education

Policy 27: School Naming

### **Community Impact**

The successful implementation of this community engagement process reinforces the priority of the Board to ensure that input from stakeholders is integral to policy and procedure review processes that are undertaken. Consultation with Indigenous communities helped to develop and strengthen trust in the relationships among stakeholders who have a shared investment in the wellbeing and success of First Nation, Metis and Inuit students. Building a shared understanding of policy and procedures assisted in ensuring equity of access to collaboratively shaping decision-making processes.

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## **Next Steps**

### **Action Required:**

Facilities services department are poised to respond to next steps which include:

- Determine sizing and ordering the lettering for the new name of the centre for the external signage

Learning Technology Student Services (LTSS) department will:

- Ensure the directory includes the Centre with the new name

Indigenous Education Team will:

- Reach out to Communications department to ensure the local and broader Peel District School Board are aware of the name and the purpose of the centre.

Organizational Meeting of the Board, November 30, 2022

# Working Fund Reserve Transfers for 2021-22 Year End

**Strategic Alignment:**

Fiscal Responsibility and Reporting

**Decision(s) Required:**

Approval.

<p><i>Prepared by:</i> Tania Alatishe-Charles, Controller-Finance Support Services Jaspal Gill, Associate Director Operations and Equity of Access</p> <p><i>Submitted by:</i> Rashmi Swarup, Director of Education</p>
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## **Recommendation**

That, the following recommendations related to the Working Fund Reserve for fiscal year ended 2021-22 be approved:

1. Transfer to a Dedicated Working Fund Reserve (Appropriated Accumulated Surplus) at August 31, 2022 be approved as follows:
  - School and school support consumable funds in the amount of \$2,312,409
  - Miscellaneous operational funds in the amount of \$1,272,486
2. The Dedicated Working Fund Reserves (Appropriated Accumulated Surplus) identified in recommendation 1, be transferred and used to offset the applicable operational costs in 2022-23 or future years.

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## **Background**

The consolidated financial statements were recommended by the Audit Committee for approval on November 14, 2022. These statements will be publicly available on the Board's website after Board approval.

The Board ended the 2021-22 fiscal year with an operating deficit. To support carry over activities from 2021-22, appropriation of prior year working fund reserves is recommended as follows:

### **School Budgets**

Schools are allowed to access certain unspent year-end school consumable and school support budgeted amounts in the following school year. At year-end, each elementary school is allowed to rollover up to a maximum of \$8,000. Each secondary school and each superintendent can rollover up to a maximum of \$16,000.

The school year-end rollover total was \$2,312,409 as at August 31, 2022 (2021- \$3,839,942).

### **Operational Funds**

There is a total operational fund rollover in the amount of \$1,272,486 for August 31, 2022 (2021 - \$1,781,234) which presents specific central department projects and programs that were budgeted but not completed during 2021-22.

Organizational Meeting of the Board, November 30, 2022

# Schedule of Financial Reports to Board

**Strategic Alignment:**

Fiscal Responsibility and Reporting

**Decision(s) Required:**

Receipt

<p><i>Prepared by:</i> Tania Alatishe-Charles, Controller-Finance Support Services Jaspal Gill, Associate Director Operations and Equity of Access</p> <p><i>Submitted by:</i> Rashmi Swarup, Director of Education</p>
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## **Objective**

For information.

### **Background:**

Consistent with prior years, 2022-2023 Financial Reports to the Board will be brought as at:

November 30<sup>th</sup>

February 28<sup>th</sup>

May 31<sup>st</sup>

August 31<sup>st</sup>

Organizational Meeting of the Board, November 30, 2022

# Appointments to the Special Education Advisory Committee for the 2022-2026 Term of Office

**Strategic Alignment:**  
Ontario Regulation, 464/97 of the Education Act

**Report Type:**  
Recommendation

*Prepared by:* Paul da Silva, Associate Director, School Improvement and Equity, Special Education, Social Emotional Learning and Well-Being

*Submitted by:* Rashmi Swarup, Director of Education

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## Overview

### Recommendation:

That the following representatives of associations for children with special needs be appointed to the Special Education Advisory Committee for the 2022-2026 term of office:

1. Barbara Cyr, Association for Bright Children of Ontario, Peel Chapter
2. Fauzia Reza, Autism Ontario, Peel Chapter
3. Ann Smith, Brampton Caledon Community Living
4. Sinthusha Panchalingam, Canadian Mental Health Association/Peel Branch
5. Mary Wright, Down Syndrome Associate of Peel
6. Jennifer Knight, Easter Seals Ontario
7. Dorothy Peddie, FASworld Canada, Peel Chapter
8. Nicole Buckett, Fragile X Research Foundation of Canada
9. Carol Ogilvie, Learning Disabilities Association of Peel Region
10. Jassie Gill, Ontario Parents for Visually Impaired Children (OPVIC)
11. Shelley Foster, VOICE for Hearing Impaired Children

And further, that the following representatives of associations for children with special needs be appointed as alternates to the Special Education Advisory Committee for the 2022-2026 term of office:

1. Karen Kennedy, Alternate, Association of Bright Children, Peel Chapter
2. Anju Mistry, Alternate, Down Syndrome Association of Peel
3. Sadia Shoaib, Alternate, Easter Seals Ontario
4. Wes McDonald, Alternate, Ontario Parents for Visually Impaired Children (OPVIC)

### Highlights:

Ontario Regulation 464/97 provides that each term of office, the Board of Trustees shall appoint members to the Special Education Advisory Committee.

There are committee composition requirements set out in the Regulation.

### Background:

Each school board and school authority must establish a Special Education Advisory Committee (SEAC). These committees are made up of elected school board trustees and representatives from local associations with an interest in special education.

A Special Education Advisory Committee:

- provides important advice on special education to their local board or school authority
- makes recommendations to their board or authority on anything that impacts the establishment, development and delivery of special education programs and services

The Special Education Advisory Committee, as per Ontario Regulation, 464/97 of the *Education Act* consists of up to twelve representatives of location associations, in the area of jurisdiction of the Board, as nominated by the local association and appointed by the Board. Subsection 5(1) of the Ontario Regulation 464/97 specifies appointees must be qualified to vote for members of that board and be a resident in its area of jurisdiction.

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Representatives are appointed to the Special Education Advisory Committee of a board and hold office during the term of office of the members of the board until a new board is organized.

## **Evidence**

The association members of the committee were contacted for an expression of interest in continuing on the committee for another term. Each association has responded that they want to continue their membership on the committee.

There is a vacancy on the committee currently. There will be a recruitment for an association to fill the vacancy. A report will come to the Board when there is a recommendation for an association to fill the vacancy.

## **Next Steps**

### **Action Required:**

A callout for nominations will be made in the new year to fill the vacant position.

SEAC membership will be notified of the member composition and meetings will be held as per the approved schedule.

### **Communications:**

A call for nominations will be posted on our website as well as in appropriate media channels.

### **Success Measures:**

The successful nomination for the vacant position will be brought to a future Board Meeting.