

## **Minutes of the Governance Committee Meeting Held on Tuesday, December 5, 2023**

Greg McNally Boardroom, Kemptville

### **PUBLIC SESSION**

#### **A. OPENING**

Meeting was called to order at 5:30 p.m.

**A.1 Territorial Acknowledgement;** Student Trustee Finner

**A.2 Opening Prayer;** Trustee Cooney

#### **B. ROLL CALL**

##### **B.1 Board Members**

Present: Sue Wilson, Chair  
Karen McAllister, Vice-Chair  
Jennifer Cooney  
Christopher Cummings  
Brent Laton  
Donna Nielsen  
Karen Torrie-Racine  
Chloe Finner, Student Trustee  
Brooke Guindon, Associate Student Trustee (via Teams)

##### **B.2 Senior Board Officials**

Present: Laurie Corrigan, Director of Education  
Ashley Hutchinson, Superintendent of Business/Treasurer  
Brent Bovaird, Superintendent of School Effectiveness  
Dawn Finnegan, Superintendent of School Effectiveness  
Heather Gerber, Superintendent of School Effectiveness  
Norma McDonald, Superintendent of School Effectiveness

Tracy O'Brien, Superintendent of School Effectiveness

**B.3 Recorder:** Judith Bériault, Executive Assistant

**B.4 Others:** Andrew Newman, KPMG LLP

**C. AMENDMENT TO AND APPROVAL OF AGENDA**

**LATON**

"That the Governance Committee approve the agenda of the Governance Committee Meeting of December 5, 2023, as presented."

Carried.

**D. DECLARATION OF PECUNIARY CONFLICT OF INTEREST – Nil**

**E. APPROVAL OF MINUTES**

**McALLISTER**

"That the Governance Committee approve the minutes of the Governance Committee Meeting held on November 7, 2023, as presented."

Carried.

**F. RECOMMENDED ACTION ITEMS/PRESENTATIONS**

**F.1 2022-2023 Financial Statement and Transfers to/from Accumulated Surplus – Available for Compliance Funds 2022-2023; Superintendent Hutchinson**

Superintendent Hutchinson presented a summary of the 2022-2023 Financial Statements. Highlights include an increase in enrolment, increased revenue, and expenditures. Superintendent Hutchinson reviewed the detailed accumulated surplus and the contributing factors.

Mr. Andrew Newman from KPMG presented the Auditor's Report to the Board of Trustees and confirmed the Board's operations and change in financial position for the 2022-2023 school year, are in accordance with the framework required by the Ministry of Education.

**LATON**

"That the Governance Committee recommend to the Board for approval:

- Transfer from the internally appropriated School Budget Carryover fund the amount of \$551,712 which represents the balance of the school budgets that was spent in 2022-23;
- Transfer from the internally appropriated ICT Hardware fund the amount of \$2,897,694 which represents the amount to purchase computer hardware for schools;
- Transfer from the internally appropriated PPE Inventory fund the amount to \$1,023,215 which represents the decreased value of PPE inventory on hand as at August 31, 2023;
- Transfer from the internally appropriated Sinking Fund Interest – Committed fund the amount of \$2,532 which represents the cost of the 2022-23 amortization on the related assets;
- Financial Statements for the fiscal period September 1, 2022, to August 31, 2023.”

Carried.

## **G. INFORMATION ITEMS**

### **G.1 Bell Times – Daycares; Superintendent Hutchinson**

Superintendent Hutchinson reviewed the information shared to date, regarding the impacts of bell time changes. Superintendent McDonald shared the effect of bell time changes on daycares, as per the survey conducted with Consolidated Municipal Community Managers (CMSM). Daycares anticipate having difficulty staffing before school programs.

The next presentation to Trustees will include a summary of the information shared thus far, and the status of the co-terminus Board on this subject.

### **G.2 Highlights - Meeting with City of Cornwall to Discuss Future Plans at Former Vincent Massey PS; Superintendent McDonald**

Superintendent McDonald shared highlights of the meeting she attended with the City of Cornwall regarding the plans for development of the former Vincent Massey Public School. The project will go through a public consultation before being approved. Other consultations will occur by Senior Administration.

### **G.3 Trustee Committee Choices 2024**

Chair Wilson informed Trustees that following the Annual Board meeting, is the opportunity to change or update the committees they serve for the upcoming year. Any requests to change should be sent to Chair Wilson to review.

**G.4 MACSE Update**

Chair Wilson referenced the first virtual MACSE meeting she attended on Tuesday, November 7, 2023. The agenda included a full day of presentations.

**G.5 OCSTA Region 10 Meeting; Thursday, January 18, 2024, 4PM**

Chair Wilson advised the Trustees attending the OCSTA Seminar in Toronto, there will be a Region 10 Meeting prior to the seminar, on Thursday, January 18, 2024 at 4 p.m.

**H. CLOSING PRAYER**

**I. ADJOURNMENT**

**NELSON**

“That the Governance Committee Meeting of December 5, 2023, be adjourned.”

Carried.

Adjourned at 6:44 p.m.