



MINUTES

Board of Trustees Regular Public Meeting
December 16, 2024 6:30 PM Hospital Board Room – 5 E 100

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| <u>Trustees:</u> | Kevin Collins, Jamie Grant, Arnie Hochman, Helen Huang (Zoom), Barry Pervin, Nicole Thomson |
| <u>Staff:</u> | Michael O’Keefe, Supervisory Officer; Sarah Nauman, Principal; Kathryn Markus, Vice-Principal; |
| <u>Hospital:</u> | |
| <u>Regrets:</u> | Tracey Millar, Irene Andress |
| <u>Recorder:</u> | Nadine Soteldo |
| <u>Presiding:</u> | Helen Huang, Chair |
| <u>Location:</u> | Hospital Board Room 5 E 100/ ZOOM |

1. (a) CALL TO ORDER

The meeting was called to order at **6:34 PM**.

(b) LAND ACKNOWLEDGEMENT

The Principal conducted the land acknowledgement.

2.1 AGENDA APPROVAL

(a) Approval of the Agenda for the Regular Public Meeting of December 16, 2024

MOTION: Pervin/Collins

THAT the Agenda for the Regular Public Meeting of December 16, 2024, be approved as presented.

-MOTION CARRIED-

(b) Approval of Consent Agenda

MOTION: Pervin/Grant

THAT the consent agenda, be approved as presented.

-MOTION CARRIED-

The following items were passed as part of the consent agenda:

- (a) The minutes for the Board of Trustees Regular Meeting of October 15, 2024
- (b) Receipt of the report of the Governance and Nominating Committee
- (c) Receipt of the report of the Finance and Audit Committee
- (d) Approval of the Audit Findings Report and the Financial Statements of August 31, 2024
- (e) Receipt of the report of the Policy Committee
- (f) Approval of the revised Policy OP 004 – Social Media Guidelines
- (g) Approval of the deletion of Policy OP 004 – Social Media Posts
- (a) Receipt of the Action After Board report for June 2024

3. TRUSTEE DECLARATION OF CONFLICT OF INTEREST - None

4. DELEGATIONS - None

5. UPDATES

5.1 HOLLAND BLOORVIEW

The hospital representative was unable to attend due to a scheduling change for this meeting. The President and CEO's report to the Board of Directors was pre-circulated.

Trustees were advised to forward any questions through the Director, if necessary.

A trustee inquired about the school board citation in the report. The Principal provided clarification.

Discussion ensued

5.2 PRINCIPAL'S REPORT (S. N.)

Several staff attended the Council of Exceptional Children's conference in November, engaging in professional learning and supporting the gym teacher, who led a session on Disability Awareness.

Our school librarian, Mona, will present at the Ontario Library Association (OLA) conference in the new year. This will mark the first time our school has participated in the OLA conference.

On the most recent PA Day, our SLPs, our Curriculum Lead and Admissions Liaison and our Librarian facilitated a full-day session with Educational Assistants on Early Literacy and Play. This initiative focuses on optimizing language development through play.

The admissions process for the 2025/2026 school year has begun. Webinars for prospective students were conducted last week. Tours were hosted for staff from specialized daycares, and presentations were delivered to doctors, physiotherapists (PTs), and occupational therapists (OTs) at the hospital. To date, there are four applicants, which is typical for this stage of the process. Efforts are ongoing to increase referrals. Liaison presentations were made at Surrey Place. Outreach is underway with York Children's Centre.

The Book Fair, organized by Mona in the hospital atrium, was highly successful, raising \$3,600 for new books for the school library.

The Awards Assembly was held on December 12, with parents attending in person.

The Winter Concert will be held virtually on December 18.

A schoolwide sing-along will take place in the gym on December 19.

Toronto FC (TFC) players will visit on Thursday morning (Dec 18)

K. Collins shared that he is a member of EKO and plans to establish connections with the BSA to support future initiatives.

5.3 SUPERVISORY OFFICER'S REPORT (M. O'K.)

Report distributed.

The Director reported that the review of financial processes and procedures by KPMG is complete. The interim report expected mid-December and will be reviewed in the context of the Financial manager's retirement.

Short term plans have been developed to cover financial processes during the transition. Hospital finance staff will be more involved in our day to day activities

The long term plan includes updates to processes to focus on electronic transactions (e.g., e-transfers replacing cheques) and staff training to provide back-up for critical functions (e.g., payroll).

It is anticipated that a part-time individual to manage certain financial functions will be hired. The skills and experience required will be determined after process revisions are finalized.

Discussion ensued

6. ACTION/INFORMATION ITEMS – None Identified

6.1 Committee reports/matters

- (1) **Governance and Nomination Committee** – The Board Report was included in the Consent Agenda
- (2) **Finance and Audit Committee** – The Board Report including one Motion was included in the Consent Agenda
- (3) **Policy Committee** – The Board Report including two Motion was included in the Consent Agenda
- (4) **Bursary Committee** – No report

6.2 DISCUSSION/INFORMATION ITEMS - None

7. TRUSTEE ENQUIRIES - None

8. ITEMS OF INTEREST

8.1 Action After Board (June 2024) – Included in the Consent Agenda.

8.2 Policy GOV 011 - Electronic Meetings and Meeting Attendance

Board members recommended going back to OPSBA for guidance

Discussion ensued

The Director is to prepare a communication to OPSBA with some of the concerns.

MOTION: Hochman/Grant

THAT the Policy GOV 011 - Electronic Meetings and Meeting Attendance be approved as presented.

-MOTION CARRIED-

9. CORRESPONDENCE – No correspondence

10. IN CAMERA

The Board moved to an In-Camera Meeting at **7:16PM**

The Board returned from In-Camera at **7:18 PM**

11. MOTIONS/ITEMS BROUGHT FORWARD FROM IN-CAMERA - None

12. PENDING ITEMS - None

13. NEXT MEETINGS - TBD

14. ADJOURNMENT

MOTION: Pervin/Collins

THAT the Public Meeting be adjourned at **7:19 PM.**

-MOTION CARRIED-