ÉCOLE CHEO SCHOOL

MINUTES

CHEO School Authority
February 9, 2026
CHEO School Gym & Virtual Meeting

Present In Person: Benoit Laberge (Chair), Jane Fulford (Vice-Chair), Roger Mills, Elizabeth Cuddy, Hal Dunlop, Christine Dalgleish, Mari Murray, Lynette Hickey
Present Virtual: Jennifer Proulx, Celina Salamani

1. Welcome/Chair's Opening Remarks

1.1 Welcome and Chair's Remarks

Benoit welcomed everyone to the meeting at 4:30 PM. Mari provided the Land Acknowledgement.

1.2 Opportunity for declaration of conflict of interest

Benoit asked if there were any conflicts of interest.
No conflicts of interest were declared.

2. Approval of Agenda

2.1 Approval of Agenda for February 9, 2026

Benoit asked for approval of the agenda.
No additions or changes were requested.
Motion to accept: Hal
Second: Jane
All in favor. Motion passed.

3. Approval of Minutes

3.1 Approval of Minutes for December 17, 2025

Benoit asked for approval of the minutes.
No changes or corrections.
Motion to accept: Elizabeth
Second: Christine
All in favor. Motion passed.

4. Business Arising:

4.1 Budget and Finance: Update (C. Salamani)

The December 2025 Financials were presented.
The approved budget has been received. The Ministry of Education has been asked to reconsider the two denied EA positions.
Tracking is as usual with nothing significant to flag.
Student Transportation: There will be a significant surplus.
SEA Equipment: Majority of the spending will occur between March and June
Other Equipment (Technology): DLT is looking in to purchasing the required items.
General Administration: On track as expected.
Legal and Policy Writing: Will ramp up once the Service and Licence Agreement is completed.
Year-to-Date: on track to have an overall surplus by the end of the year.

Transportation: Only one student requires STEO transportation, with a request for four.
No further questions.

4.2 Trustee Vacancy (B. Laberge and M. Mari)
Mari provided an update: Both Karl and Karen have been asked to create profiles on the Secretariat site. Their resumes and letters of approval (signed by Benoit) will now be submitted for Ministry of Education approval.

4.3 Safety/Transportation of Students (B. Laberge)
Discussion took place around student safety and driver training.
There is a need for a policy and procedure on transportation safety.
Any incidents will be tracked in writing to better understand the situation.

4.4 Insurance: Update (R. Mills and M. Murray)
Insurance update and Service and Licence Agreement will be discussed in conjunction (4.4 and 4.5)
Benoit deferred to Roger and Jane.
Roger explained work on the Service and Licence Agreement (SLA), with Jane's help in focusing the discussions.
Our counsel will reach out to CHEO's counsel to discuss the agreement and gather information on insurance.
HIROC: Field trips would require a rider, as hospital coverage is different from school insurance.
J. Proulx will send an email to J. Chow to share the policy.

4.5 Services and Licence Agreement: Update (B. Laberge and R. Mills)
See above

4.6 Bank Account and GST/HST Update (B. Laberge, M. Murray)
Mari provided an update on setting up Scotia Connect
Celina will provide a GST update from Ryan.

4.7 School Year Calendar (M. Murray)
First day of school: August 27.
One PA day differs from OCDSB: June 24 will be the last day of school.
Winter break and March break will align with OCDSB.
Motion to accept the calendar put forth by Hal
Seconded by: Roger
All in favor. Calendar passed.
Mari will forward the calendar to the Ministry of Education for final approval.

4.8 Governance Manual: Update (E. Cuddy)
Elizabeth confirmed that Benoit has started translating the document. There will be changes coming soon

4.9 Strategic Plan (E. Cuddy)
Discussion took place around the presentation of the strategic plan focusing on the intended audience.

5. Information Session

5.1 Update from the Chair (B. Laberge)
Benoit thanked Jane, Roger, and Mari for their work on the SLA.

6. Standing Staff Reports

6.1 CHEO School Principal: Report – Verbal (M. Murray)

- Mari presented her verbal report.
- Enrollment: 35 students, with 2 on extended holiday. One will return at the end of February, and the other will transition to their community school for the next school year.
- Staff Update: 1 EA on leave until the end of May.
- Events/Activities: Outdoor learning continues, music therapy continues, and Telly visits have occurred.

- Forest School Update: On December 17, there was a share-back with Forest School and CHEO School.
- DSW students from Algonquin are assisting in classrooms until April 17.
- Shallow suctioning training provided to staff.
- Parent Session: Offered by social workers on January 22.
- Swimming: Starts again on February 27.
- Ski Trip: Cancelled this year due to nursing certification requirements. Next year's ski day will be at Pakenham.
- Year-End Fashion Show: Scheduled for Thursday, June 25 at 10 AM. Mark your calendars
- Staffing update: A. Peacock will retire at the end of February; T Hunter will replace her in the classroom. And an LTO will be posted for Literacy teacher.

No questions were asked.

6.2 CHEO Vice-President, Child Development and Community Services: Report – Verbal (J. Proulx)

The new ITC space will include a TEK Lab, focused on improving how children move through technology like augmented reality, AI, and brain interfaces.

CHEO ranked 2nd among small-tier hospitals in Canada this year up from 7th last year.

Lindy Sampson has completed her 2nd 5-year term as CHEO's Chief of Staff and Chief Medical Officer. Lindy will stay at CHEO as a member of medical staff.

Meeting adjourned at 5:50pm and moved to in-camera

7 In-Camera Meeting

7.2 Discussion Items (Shared Agenda)

7.3 Meeting Evaluation: Did we execute good governance in this meeting (Structure and Process Focus)

8 For Information/Correspondence (Attached to notice of meeting)

8.1 Agenda for February 9, 2026

8.2 CHEO School Financial Status Report

8.3 Minutes from December 17, 2025

Future Meeting Dates:

May 4, 2026 June 2026 - TBD