

PLANNING AND PRIORITIES ADVISORY COMMITTEE REPORT

MANDATE

The Planning and Priorities Advisory Committee is established to receive and provide information and collaborative advice and make recommendations to the Board of Trustees on matters pertaining to Finance, Facility Services and Capital Planning, Student Transportation, Human Resources, and current and pressing issues in alignment with the Education Act and other applicable legislation, relevant Thames Valley District School Board policies and procedures, and Multi-Year Strategic Plan.

Meeting Type:	Public Board Meeting
Presented for:	Approval
Report Author:	
Date and Time of meeting	The committee met on 2025 February 11 from 6:00 p.m. to 7:16 p.m.
Purpose	Establish a clear link from the report itself and the committee's mandate/purpose/goals:
Content:	<p>Summary of key points of the meeting:</p> <p>March Planning and Priorities Advisory Committee Meeting</p> <p>The committee discussed the calling of the March 18, 2025 Planning and Priorities Advisory Committee (PAPA) meeting. It was noted that the meeting was scheduled due to items on the PAPA Committee Workplan that need to be discussed.</p> <p>A question was addressed by Administration regarding an update on the International Student Program Report.</p> <p>It was suggested that a discussion on the format and level of detail provided in the budget as well as a report on staff absence trends be added to the PAPA Committee Workplan.</p> <p>PAPA Workplan (Standing Item)</p> <p>This item was discussed as part of item #5.</p> <p>Financial Update (Standing Item)</p>

	<p>December 31, 2024 Interim Financial Reporting</p> <p>Superintendent Lynd and Manager Macey presented the December 31, 2024 Interim Financial Reporting. It was noted that the deficit remains the same as reported in January, 2025.</p> <p>Questions of clarification were addressed by Administration regarding Ministry of Education funding for new school builds and Trustee advocacy for funding.</p> <p>Facility Services and Capital Planning (Standing Item)</p> <p>None.</p> <p>Capital Priorities and Projects Update (Standing Item)</p> <p>None.</p> <p>Student Transportation (Standing Item)</p> <p>STS Board Service Agreement</p> <p>Superintendent Lynd presented the Southwestern Ontario Transportation Services (STS) Board Service Agreement for approval. It was noted that the programs remain the same for next year.</p> <p>Discussion included bus stop location safety and funding from the Ministry of Education related to transportation services.</p> <p>Questions of clarification were addressed by Administration regarding public advocacy to STS, bus monitors, and the quality of the services provided by STS.</p> <p>It was noted that Administration will inform the STS of the Trustees' request to include more references to safety in their Definition of Services and Service Design Standards.</p> <p>Feedback was captured by S. Macey.</p> <p>The following recommendation was moved and CARRIED:</p> <p>THAT the Southwestern Ontario Transportation Services (STS) Service Agreement for 2025-26, as amended, be approved.</p>
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	<p>STS Board Update</p> <p>Superintendent Lynd presented the STS Board Update for information.</p> <p>Questions of clarification were addressed by Administration regarding routing simulations and discussions about safety at STS Board meetings.</p> <p>It was decided that a STS presentation to the PAPA Committee would be added to the PAPA Workplan.</p> <p>Human Resources (Standing Item)</p> <p>None.</p> <p>Questions and Comments by Members (Standing Item)</p> <p>On motion, the committee moved in-camera at 6:36 p.m., reconvening in public session at 7:16 p.m.</p> <p>Next Meeting Dates</p> <p>The next meeting is scheduled for March 18, 2025.</p>
<p>Recommendations: <i>(only required when presenting for Board/COW approval)</i></p>	<p>MOTIONS <i>(if applicable)</i></p> <p>THAT the Southwestern Ontario Transportation Services (STS) Service Agreement for 2025-26, as amended, be approved.</p>
<p>Financial Implications:</p>	<p>N/A</p>
<p>Timeline:</p>	<p>N/A</p>
<p>Communications:</p>	<p>N/A</p>
<p>Appendices:</p>	<p>Southwestern Ontario Student Transportation Services Service Agreement for 2025-26</p>

This Service Agreement is made and effective this 1st day of
July, 2025

Between:

Thames Valley District School Board
(Hereinafter called "TVDSB")

- and -

Southwestern Ontario Student Transportation Services
(Hereinafter called "STS")

Whereas TVDSB has a requirement for services as described in Schedule "A";

And whereas STS has staff capable, and the capacity to deliver such services:

Now therefore this agreement witnesses that in consideration of the mutual covenants and agreements contained herein, the parties agree with each other as follows:

1. Schedule "A" constitutes the definition of services required by TVDSB and delivered by STS.
2. The terms of this Service Agreement shall be governed in accordance with the Agreement between TVDSB and STS (more commonly referred to as the "Membership Agreement") effective November 28, 2018 and renewed effective September 1, 2022.

In witness whereof the TVDSB and STS have respectively executed and delivered this Agreement as of the date set out above.

Thames Valley District School Board

Cathy Lynd

Superintendent of Business

Southwestern Ontario Student Transportation Services

Ryan Readings

Chief Administrative Officer

Schedule "A" Definition of Services

Agreement Terms:

This Agreement shall commence on July 1, 2025 and shall be for a term of one year ending June 30, 2026.

Payment Schedule:

All Administrative and Operational costs shall be paid as outlined in the "Membership Agreement".

Definition of Services:

<u>Mandate</u>	<u>Service Definition</u>
Provided safe, efficient and effective student transportation services the students of the Board in accordance with the Membership Agreement effective the 1 st day of September 2018.	<p>Manage and administer all home-to-school and school to school transportation and charter services for athletics and field trips.</p> <p>Consistently apply School Board policies related to transportation and designated school boundaries.</p> <p>Develop operational and administrative policies and procedures that support the School Board policies and the STS mandate through the STS Board of Directors.</p> <p>Provide a high level of customer service to the School Board, schools, parents, and students through making transportation related information and resources accessible.</p> <p>Demonstrate financial responsibility through effective budgeting and performance monitoring and provide the STS Board with reports for information, evaluation, and decision-making.</p>

Schedule "A" Definition of Services (continued)

<u>Mandate</u>	<u>Service Definition</u>
	<p>Develop a safe, efficient and effective student transportation system through utilizing routing, technology, and transportation industry design practices.</p> <p>Procure student transportation.</p> <p>Manage transportation contracts for compliance and quality assurance.</p> <p>Prepare an annual report outlining accomplishments for the year.</p>
Program Eligibility	<p>In addition to students who are eligible for transportation based on distance, the School Board has determined the following programs will also be eligible for transportation during the timeframe of this Agreement:</p> <ol style="list-style-type: none">1. Students with special needs identified and approved by the School Board;2. Students enrolled in a French Immersion program at the elementary and secondary level;3. Students enrolled in the following specialty programs as identified in the Student Information System:<ol style="list-style-type: none">a. English as a Second Language (Grades 9-12)b. Technology Emphasis (Grades 9-12)c. Beal Art (Grades 11 &12)d. Low German Mennonite Program (Summers' Corners Public School and Straffordville Public School)